

LONDONDERRY TOWNSHIP BOARD OF SUPERVISORS
Regular Meeting Minutes
July 6, 2020
7:00 P.M.

The Londonderry Township Board of Supervisors held their regularly scheduled meeting on Monday, July 6, 2020 via Zoom Video calling at 7:00 p.m. due to Coronavirus Pandemic.

Call to Order – Board Chair, Mr. Geyer called the meeting to order at 7:00 p.m.

Attendance Role Call - Anna Dale, Member
Ron Kopp, Member
Bart Shellenhamer, Vice-Chair
Mel Hershey, Member

Present: Steve Letavic, Township Manager
Jeff Burkhart, Codes/Zoning Officer
Sam Risteff, Golf Course Superintendent
Monique Dykman, MS-4
Andy Brandt, Public Works Director
Mark Stewart, Solicitor
Andrew Kenworthy, HRG Engineer

Absent: Les Gilbert – EMA

Salute the Flag

Citizens Input: Dean Hooper, Captain of the Londonderry Fire Police, introduced Robert Fellenger to the Supervisors as a recommended Fire Police Officer with the Township.

Mr. Shellenhamer motioned to accept Mr. Fellenger for the position of Londonderry Township Fire Police Officer. Seconded by Ms. Dale.

Discussion: None.

All in favor. Motion approved for the appointment of Mr. Fellenger as Fire Police Officer with the Londonderry Township.

Approval of Minutes: Approval of June 1st, 2020 BOS Regular Meeting Minutes with correction of amendment to the Draft Ordinance prepared by Mark Stewart, solicitor. Moved by Ms. Dale, Seconded by Mr. Kopp.

Call for Discussion: None

All in favor. Board of Supervisor regular meeting minutes dated June 1st, 2020 approved.

Approval of Minutes: Approval of June 16, 2020 BOS Work Session Meeting Minutes moved by Ms. Dale. Seconded by Mr. Shellenhamer.

Call for Discussion: None

All in favor. Board of Supervisor Work Session minutes dated June 16, 2020 approved.

Manager's Report: Steve Letavic, Township Manager

Mr. Letavic continues to keep the Township operational during the COVID pandemic while he works on the development process for the 230 Corridor and Infrastructure grants. A meeting is scheduled with legislators on the 230 project, and also a meeting with EDA that has grant funding available for areas affected by the closure of nuclear power plants.

Treasurer's Report – Steve Letavic, Township Manager

Mr. Letavic asked for approval to pay the June bills as presented.

Payment of Invoices:

FUND	Checks written in May for Supervisor
General Fund	\$ 164,871.00
Golf Course	\$ 109,796.32
Liquid Fuels	\$ 206.77
Escrow	\$ 7,833.00
LVFC	\$ 0.00
Debt Service	\$ 14,419.49
ME2 Grant	\$ 0.00
PennVest	\$ 0.00
Capital Projects Fund	\$ 0.00
Total by when written	\$ 297,126.58

Ms. Dale motioned to approve the June bills, Mr. Shellenhamer seconded the motion.

Call for Discussion: None

All in favor for the approval of the June bills. Motion approved.

Zoning/Codes – Jeff Burkhart, Codes Officer Mr. Burkhart asked the Board to consider a motion to approve the reduction in escrow on a new home built at 2060 Felker Road. Construction was finalized on the new home which passed inspection and an occupancy certificate was issued. HRG had reviewed as part of the escrow release and recommended reduction in the escrow in the amount of \$10,603.

A request for reduction of escrow in the amount \$10,603 for the property 2060 Felker Road moved by Mr. Shellenhamer. Seconded by Ms. Dale

Discussion: None

All in favor. Motion approved.

Updates:

- Online Permit applications and plan submittals are fully operational. Applicants are in favor of the new system with the ability to go online and submit their requests and receive a timely answer.
- Plans and permit indexing will be used as part of the tracking system as the Township moves forward with the online application process.
- FEMA projects will continue.

MS4 Environmental Department – Monique Dykman

Monique presented a report for the MS4 Department.

Progress Report for Environmental MS4 Department July

- Asked to be on DCNR's Lawn Conversion Advisory Committee
 - Many opportunities to convert private lawns into trees or meadows. Please contact mdykman@londonderrypa.org if interested
 - Our Turf to Meadow conversion is going exceedingly well on Sunset Golf Course, and in the Park. Original 5 acres of meadow saved \$3,640 yearly, in labor costs (conservatively). Sam has decided to reduce mowing even further creating naturalized areas that will complement the meadow areas.
- Passed the Master Watershed Steward program through Penn State Extension
- Expanding raingarden outside of the township building, to reduce time spent mowing!
- Conewago Update:
 - NFWF was applied for, CFA will be applied for this month. Looking into two more grants.
 - Conewago Creek WIP Update meeting with Tetra Tech, DEP, and EPA.
 - Awarded PA American Waters Grant of \$1,200 to test macroinvertebrates in Conewago Creek, prior to construction to develop baseline conditions. Will work jointly with DCCD.
- Attended two virtual sustainability conferences.

Public Works Report – Andy Brandt presented to the Board a monthly report for work completed in the month of June and discussed work planned for the month of July.

Report for Public Works Department 05-25 to 06-19-2020

- Weekly projects/tasks: Road checks, Truck and equipment pm checks
Mowed grass: Braeburn Park, Firehouse, Swatara Creek Rd properties, Sunset Park
- Worked on golf course w/mini excavator
- Removed downed trees from roads as needed
- Boom mowed for Middletown Boro
- Middletown Boro brought street sweeper to sweep our streets
- Removed boom mower & installed flail mower on tractor
- Mowed roadsides
- Cut weeds around street signs, guiderails and storm water structures
- Serviced riding mowers
- Built stone wall beside salt shed
- Repairs to trucks & equipment as needed
- Pressure washed porches at Twp office
- Repaired roof on pavilion 3 in Sunset Park
- Repaired/replaced damaged/missing street signs
- Repaired washout in swale on Zion Rd
- Removed downed trees off of fence below driving range
- Mowed trails below driving range

Mr. Brandt applied for 2 grants which equal about \$150,000 and will help replace and reroute damaged storm pipes. Penn Dot is also replacing storm pipes. Penn Dot does notify HRG daily when the roads will be closed for repair. Penn Dot also posted signs on Deodate Road for truck traffic.

Golf Course and Bar & Grill Report - Sam Risteff provided a financial report to the Board.

Mr. Risteff noted the clubhouse had its first golf outing two weeks ago. Another one is scheduled for Friday, July 10th. They took protective measures to ensure social distancing. The clubhouse continues to work out of the Deck Takeout window. Breakfast sandwiches are included to the menu on the weekend. Entertainment on the deck will be reevaluated in August. Cart sanitizing continues, and portal bathrooms are sanitized twice a week. The golf course is well-maintained with appreciated assistance from Public Works.

Engineer's Report – Andrew Kenworthy

Mr. Kenworthy updated the Members of the Board with work progress from HRG

- Projects continue to move through their final design stages, specifically the water and sewer along Rte 230, Londonderry Estates and the low pressure sewer.
- Continue to work with Monique on the Conewago Creek Project
- Work continues with developers in getting their plans approved
- Field activity may be present at Lauffer Road Bridge due to subsurface investigation

Solicitor's Report – Mark Stewart

Mr. Stewart did not have any reports to share and offered discussion to the Board for any possible questions.

Discussion: None

EMA Report – Les Gilbert (absent)

Mr. Hershey commented that a written report was completed for the Board and Township in efforts to receive assistance due to COVID.

Mr. Letavic, Township Manager and Mr. Geyer, Board Chair offered their appreciation to Les Gilbert, EMA, Fire Police and the Fire Company for keeping up with all the rules, regulations and grant programs at this time. Mr. Letavic also shared his appreciation to Andy Brandt, Public Works Supervisor, for his efforts in applying for the low volume road grant.

New Business --

Mr. Shellenhamer noted receipt of guidelines from the State Fire Commissioner along with an opened application period for the COVID 19 Emergency Response Grant. The grant would offer some relief to the fire departments in recouping some money for utility payments and other items.

Mr. Hershey, Mr. Shellenhamer and Mr. Gilbert met to discuss FEMA, and believe they meet the threshold of sufficient losses due to COVID. Documentation will need to be acquired. Their next meeting is scheduled for October.

Old Business - None

Executive Session – None

Adjournment - Mr. Shellenhamer motioned to adjourn. Seconded by Mr. Hershey. All in favor. Meeting adjourned 7:43 p.m.

Secretary/db