

Londonderry Township Board of Supervisors

Meeting Minutes

August 5, 2013

7:00pm

The Londonderry Township Board of Supervisors held their regular scheduled meeting on Monday, August 5, 2013, at the Municipal Building, 783 South Geyers Church Road, Middletown, Pennsylvania, beginning at 7:00 p.m.

Present: Ronald Kopp, Chairman
Anna Dale, Vice-Chairman
Bart Shellenhamer, Member
Mike Geyer, Member
Andy Doherty, Member
Steve Letavic, Township Manager
Beth Graham, Office Manager
Jeff Burkhart, Zoning Officer
Mike Johnson, Golf Course Manager
Wade Burrell, Public Works Director
Andrew Kenworthy, Engineer
Peter Henninger, Solicitor

REGULAR MEETING

Salute the Flag

Citizen's Input - None

Approval of Minutes – July 1, 2013

Mrs. Dale motioned to approve the July 1, 2013 minutes as presented, Mr. Shellenhamer seconded. Motion approved.

Manager's Report – Steve Letavic

NFWF Grant Update

Grant was filed, more information was requested and submitted on August 2nd. We are currently waiting for a decision.

Dauphin County Infrastructure Bank Update

On August 2nd the application for a 10-year loan at .5% interest was submitted. This money would cover the cost to repair 3 bridges.

Pa Works Grant Update

The grant application of \$5,000,000.00 to bring water & sewer to Vine Street has been submitted. We are hoping for an answer by October 13th.

Swatara Creek Tree Planting

Mr. Letavic reported that he is meeting with the nursery tomorrow to create a planting plan for the Riparian Buffer along Swatara Creek Road on the lots that were purchased through the recent Flood Hazard Mitigation Grant. The planting is scheduled for Sat., September 21st.

Rain Barrel Workshop

The workshop will take place on Sat., August 17th at the Municipal Building. The first 40 people to register and attend the workshop will get a free rain barrel.

2014 Budget Preparation

Mr. Letavic announced that he has hired Myron Stoner as the new Finance Director. Mr. Stoner will start on August 19th. Once Mr. Letavic has received numbers from Mr. Stoner he will begin working on the budget.

Swatara Creek Road – First Payment Request

SDL Construction has requested the first payment for the demolition of the houses along Swatara Creek Road that were purchased through the Flood Hazard Mitigation Grant.

Mrs. Dale motioned to pay SDL Construction \$92,608.85, Mr. Doherty seconded. Motion approved.

KI Pill Distribution

The PA Department of Health will be distributing KI Pills at the Municipal Building on August 8th, 2pm- 7pm. You do not have to be a resident of Londonderry Township to receive the pills.

Resolution 2013-11 Gaming Grant Funds, Tanker 54

Mr. Shellenhamer motioned to approve Resolution 2013-11 granting the application for the Gaming Grant Funds for a new tanker for the fire company, Mrs. Dale seconded. Motion approved.

Department Reports

Treasurer's Report – Steve Letavic

Mr. Letavic requested permission to pay bills in the amount of:

General Fund	\$87,535.58
HMGP	\$92,608.85
Golf Course Fund	\$56,862.02
Escrow Fund	\$0
Liquid Fuels	\$0
Fire Company	\$19.00

Mr. Geyer motioned to approve the payment of invoices, Mr. Doherty seconded. Motion approved.

Introduction of Jeff Burkhart, Code Enforcement Officer

Mr. Letavic introduced Jeff Burkhart, Zoning Officer, to the members of the board.

Code/Zoning Report – Ed Kazlauskas & Jeff Burkhart

Living Hope Church – Time Extension

Mr. Kazlauskas asked the members to formally accept the requested time extension that was accepted by the board via email on July 15th.

Mr. Shellenhamer motioned to officially accept the time extension of October 15, 2013, Mr. Geyer seconded.

Analytical Laboratory Services – Parking Lot Expansion

Mr. Kazlauskas informed the board that the plan is in its final stages of review. Mr. Kenworthy noted the plan is currently under review by HRG for Storm-Water Management.

Rutter's Farm Store #20 – Pre/Final Land Development Plan

Mr. Burkhart informed the board that Rutter's has submitted a plan to construct a store on Vine Street. The plan is under review and will be brought before the Planning Commission at the August 19th meeting.

Resolution 2013-12 - Route 230 No Parking Zone

Mr. Burkhart informed the board of a resident who has been occasionally parking his tractor trailer along Rte. 230 between the Tollhouse Rd. Exit and Schoolhouse Road causing unsafe conditions for residents pulling out of their driveway onto Rte. 230.

Mr. Burkhart also informed the board of the action taken. A certified letter was sent to the resident requesting he not park his tractor trailer along Rte. 230 and since the letter was sent the truck has not been seen parked along Rte. 230.

The board decided to table Resolution 2013-12 as the problem may have been resolved with a letter of request.

AT&T Mobility – Roundtop Road

Mr. Burkhart informed the board that this plan had been sitting idle but is now active again. He is unsure why it had sat, possibly due to a change in property ownership. Mr. Kenworthy informed the board that HRG has the Land Development Plan under review.

Municipal Office – Beth Graham

Pavilion Rentals to Date

Small – 70

Large - 47

Sat., July 20th - Sunset Stretch 5k Race – 63 Runners participated

Winners:

Overall:	Male, 24 years, 15:32	Female, 24 years, 18:43
Masters (Over 40)	Male, 53 years, 18:59	Female, 40 years, 20:51
Youngest Runner	Male, 8 years, 24:52	
Most Senior Runner	Male, 72 years, 41:03	

June 17 – August 2 - Summer Playground – 85 Kids

All New Playground Leaders

- Water Day (squirt guns, water balloons, etc.)
- Golf Day/Picnic
- Mud Day
- Zoo America – Endangered Species
- Water Slide

Municipal Office Organization

- Code/Zoning Office New Location
- Files have been moved to make things more efficient and clean-up of space has been ongoing.

Laserfiche - Training scheduled for Tuesday and will actively be scanning and electronically filing minutes and parcel files.

Public Works – Wade Burrell

Work Completed July, 2013

- Completed weekly road checks including checking signs, storm water inlets, general road conditions, and for possible debris on roadways causing a hazard to the community.
- Responded to Pennsylvania Call One requests for inspections of underground utilities.
- Responded to road permit requests, and issued necessary permits.
- Inspected the fence line around the driving range at the golf course per our agreement with Army Corp of Engineers.
- Equipment maintenance.
- Mow in Braeburn Park, Township Office, Londonderry Fire Dept., and Londonderry's properties on Swatara Creek Road.
- Cleaned up and returned all rented equipment from Stars and Stripes Event.
- Prepped mud pit for Summer Playground Mud Day.
- Sprayed in parks.
- Prepped generator for purchase and pickup by Weaber's Sawmill.
- Started deck construction at Sunset Golf Course Clubhouse.
- Cleaned up Swatara Creek properties in preparation for general property care.
- Repaired signs and begin preparations for compliance with LTAP standards for all Pennsylvania road signs.
- Continued with our catch basin repair program.
- Continue mowing roadsides with the township's flail mower.

Work Scheduled for August, 2013

- Continue construction of Sunset Golf Course Deck.
- Patch work on Steinruck, Newberry, Swatara Creek, and Iron Mine Roads.
- Continue with catch basin repairs.

Golf Course Manager – Mike Johnson

Golf Course Meeting notes for July & August 2013

- Total gross revenues for the month of July were: \$156,918.75 compared to \$153,322.29 in 2012. Total gross revenues YTD are \$588,897.61 compared to \$629,026.07 in 2012.
 - (We are \$40,128.46 behind last year's totals due to weather related issues, so far we have been closed 42 more days this year compared to last year at this time!)

- We are continuing to market our Golf Tee Sponsorship Program to any business or individual that would like to advertise with us on our golf course tee signs as well as in our clubhouse.
- We have the clubhouse rented out 4 times in August for private events.
- For the month of August we will continue to send out all of our information regarding golf outings, clubhouse rentals, memberships as well as other specials to our past outings, clubhouse guests and golfers that have played our course.
- We have 13 golf outings booked in August.
- We held our Junior Golf Clinic on July 22nd – July 25th
 - We had 18 kids sign up for the event. (a good time was had by all)
 - A special Thank You to the Middletown Anglers & Hunters for all of their help throughout the week.
- Will be hosting our Pre- TMI Golf Tournament Party at the Clubhouse on Thursday August 8th starting at 5:30pm.
- We will be hosting the TMI Golf Outing on August 9th at 9:00am start.
- We will be hosting the George Hartwick Open on August 16th at 8:00am start.
- We will be hosting our Club Championship on August 17th & 18th
- Our Live Entertainment schedule for July is as follows:
 - August 8th - Jeffrey J. Walker (Acoustic Variety Country/Rock)
 - August 15th - Greg Stuller (Acoustic Variety Rock Covers & Originals)
 - August 22nd - Jeffrey J. Walker (Acoustic Variety Country / Rock)
 - August 29th - Stu Huggins (Acoustic Variety Country/Rock)

Engineer's Report – Andrew Kenworthy

ON-LOT DISPOSAL SYSTEM ORDINANCE

Final draft version circulated for consideration.

ACT 537 PLAN UPDATE

See project specific report.

FLOOD HAZARD MITIGATION GRANT

Demolition of nine homes substantially complete. Final pay application in process.

Last property closing continues to be pursued.

VINE STREET / PA AMERICAN WATER SERVICE EXTENSION

Continuing to work in cooperation with PA American Water to obtain Highway

Occupancy Permit for waterline extension.

- a) HOP Plans have been submitted to PennDOT and PAWC.
- b) Updated cost estimate established.

Solicitors Report – Peter Henninger

Swatara Creek Road – Sage Property Update

Mr. Henninger spoke with the Sages mortgage company today. She requested a duplication of benefits, appraisal and financial statements from the Sages. Mr. Henninger stated he was encouraged after speaking with her as she is aware of the deadline and understands the importance of moving this along.

EMA – No report

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New Business - None

Old Business – None

Executive Session – Real Estate Matter

Mr. Kopp adjourned the regular meeting to an Executive Session at 8:14pm.

Mr. Shellenhamer motioned to adjourn the meeting at 9:00pm, Mrs. Dale seconded. Motion approved.