

LONDONDERRY TOWNSHIP BOARD OF SUPERVISORS
Re-organization/Regular Meeting Minutes
January 2, 2018
7:00 P.M.

The Londonderry Township Board of Supervisors held their re-organizational meeting and regularly scheduled meeting on Tuesday, January 2, 2018 at the Londonderry Township Municipal Building, 783 S. Geyers Church Road, Middletown, Pennsylvania, beginning at 7:00 P.M.

Present: Melvin Hershey, Chairman
Anna Dale, Vice Chairman
Mike Geyer, Member
Ron Kopp, Member
Bart Shellenhamer, Member
Jeff Burkhart, Code/Zoning Officer
Andy Brandt, Public Works Director
Tyler Erb, MS4 Environmental Specialist
Mark Stewart, Solicitor
Andrew Kenworthy, Engineer

Absent: Steve Letavic, Township Manager
Mike Johnson, Golf Course Manager
Sam Risteff, Golf Course Superintendent

Attendees: Gary Carlson
Timothy Clouser
Lester Gilbert
Steve Wisniewski

Call to Order

Salute the Flag

RE-ORGANIZATION:

Temporary Chairman

Previous Chairman Kopp called for nominations of Temporary Chairman. Mr. Shellenhamer nominated Mr. Hershey. Moved by Shellenhamer, seconded by Dale to appoint Melvin Hershey as Temporary Chairman. Motion carried.

Chairman

Mr. Hershey called for nominations for Chairman. Mrs. Dale nominated Mr. Hershey. Moved by Dale, seconded by Kopp to appoint Melvin Hershey as Chairman. Motion carried.

Vice-Chairman

Mr. Hershey called for nominations of Vice-Chairman. Mr. Kopp nominated Mrs. Dale. Moved by Kopp, seconded by Geyer, to appoint Anna Dale as Vice-Chairman. Motion carried.

Secretary

Mr. Hershey called for nominations of Secretary. Mrs. Dale nominated Mr. Steve Letavic. Moved by Dale, seconded by Shellenhamer to appoint Steve Letavic as secretary. Motion carried.

Appointments

Mr. Hershey called for one motion to cover all appointments as listed on the agenda. Mr. Geyer made the motion to accept all appointments, seconded by Mr. Shellenhamer. Motion carried.

Manager/Secretary/Assistant Treasurer – Steve Letavic
Treasurer/Assistant Secretary – Amanda Brussell
Treasurer’s Bond Amount - \$500,000.00
Legal Counsel – Eckert Seamans/Mark Stewart, Representative
Auditors – Brown Schultz Sheridan Fritz/Jim Koontz, Representative
Engineers – HRG/Andrew Kenworthy, Representative
Vacancy Board Chairman – Daryl LeHew
Fire Marshal – State Police
Emergency Management Agency Coordinator – Les Gilbert
Planning Commission – Carolyn Stoner – Term ending 2021
Planning Commission – Patience Basehore – Term ending 2021
Parks & Recreation – Bill Angeloff – Term ending 2022
Zoning Solicitor – John Davidson
Zoning Hearing Board – Gary Carlson – Term ending 2022
Code/Zoning Officer – Ed Kazlauskas
BCO/Code/Zoning Officer – Jeff Burkhart
SEO – Spencer SEO Services LLC – Len Spencer, Representative
Alternate SEO – HRG Engineering
Right-to-Know Officer – Steve Letavic
Assistant Right-to-Know Officer – Jeff Burkhart
CAPCOG – Anna Dale
CAPCOG Alternate – Bart Shellenhamer
Communities That Care – Mike Geyer
PSATS Participation & Voting Delegate – Anna Dale
Depository: BB&T – General Fund
Mid Penn Bank – Golf Course Fund

Moved by Geyer, seconded by Shellenhamer the above appointments be approved. Motion carried.

REGULAR MEETING

Citizens Input – None

Approval of Minutes – December 19, 2017

Moved by Kopp, seconded by Dale the minutes of December 19, 2017 be approved. Motion carried.

Mr. Hershey called for one motion to cover the approval of the following Resolutions:

Resolution 2018-1 Establishing the Fee Schedule for 2018

Resolution 2018-2 Setting the 2018 Mileage Reimbursement Rate

Resolution 2018-3 Adopting the Emergency Operations Plan

Resolution 2018-4 Amending and Replacing Resolution 2009-1 Open Records Policy

Moved by Dale, seconded by Kopp the Resolutions be approved as presented. After a brief discussion, it was noted that Resolution 2018-3, adopted on March 6, 2017, states the Emergency Operations Plan is to be updated every two years. Therefore, it was moved by Dale, seconded by Kopp the motion be amended to eliminate Resolution 2018-3. Motion carried.

Moved by Shellenhamer, seconded by Dale the Meeting Date Schedule for 2018 be approved. Motion carried.

Moved by Geyer, seconded by Dale the Holiday Schedule for 2018 be approved. Motion carried.

Moved by Shellenhamer, seconded by Kopp authority be granted to the Tax Collector, Mr. Loren Bowen, to allow him to charge a \$20.00 per parcel fee for a tax certification, duplicate bill, or research fee. Motion carried.

The Chairman requested approval to pay the following expenditures for the month of December:

General Fund	\$149,299.99
Golf Course	\$ 34,691.98
Liquid Fuels	\$ 95.00
Escrow	\$ 7,090.50
LVFC	\$ -0-
Debt Service	\$ 12,813.78
Total	\$203,921.25

Moved by Kopp, seconded by Dale payment of the bills for December be approved as presented. Motion carried.

Zoning/Codes – Jeff Burkhart

Release of Improvement Guarantee – Living Hope Church – 3030 Schoolhouse Road

Moved by Dale, seconded by Shellenhamer to accept the release of the entire \$178,069.10 Improvement Guarantee as requested by Site Design Concepts on behalf of Living Hope Church. Motion carried.

Well Isolation Distance Exemption – 1029 Laurel Drive

Moved by Geyer, seconded by Dale to accept the waiver/exemption of the well isolation distance requirements to allow installation of a replacement septic system for 1029 Laurel Drive, along with the conditions that the landowner shall execute and record an indemnification agreement holding the Township harmless of this waiver and the landowner shall consider maintaining the existing water treatment system for the dwelling. Motion carried.

As an informational item, Jeff reported that the Zoning Hearing Board did not have a meeting in December. The Planning Commission held its regularly scheduled meeting on Monday, December 18, 2017 at 7:00 p.m.

MS-4 Environmental Department – Tyler Erb

Inlet Protection Devices - No delivery date confirmed as of yet.

Farmers Meeting - Will be called "Understanding & Overcoming the Farm Regulations" and will take place on February 9th at Sunset Golf Course. Flyers are currently being worked on and the final speakers are being solidified. Currently, we have Jim Hershey and Joe Bupp from PA No-Till Alliance who will be talking about no-till practices and giving a demonstration on how no-till soil can hold more water for crops and Ryan Davis from Alliance for the Chesapeake Bay giving a presentation on Riparian Buffers and their value to farm practices and water quality. There will additionally be a presenter talking about the Agricultural Regulations and giving updates on them, as well as explaining some of the resources available for funding the practices. After the presentations, we will have a discussion panel for farmers to talk to the professionals about any specific questions they have.

DCCD/DCNR Grant - It was decided that Dauphin County Conservation District will be the applicant for this DCNR Grant. However, they want to have a list of project sites before they submit the application to their board for approval. Partners are working currently to secure interested property owners and determine if the grant is feasible in the amount of time we have.

TCCA Grant - The Tri-County Conewago Creek Association grant for technical assistance was informally approved. This grant will provide funding to help develop a priority list of project sites in the main stem Conewago, including rough cost estimates and load reductions.

Water Quality Education for the Classroom - Working on developing a program to be presented to children, specifically in the classroom, that will teach them the importance of not wasting water and keeping water that we have clean. This will consist of some demonstrations as well as presentation.

The Public Works Director presented a report on the work performed in the month of December and the planned work for the month of January.

Renovations of the Golf Course Club House were briefly discussed.

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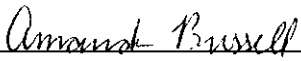
The Engineer reported that the Swatara Creek Road Bridge project is on schedule with a tentative bid opening in April for a May-June start date. The process of obtaining right-of-way permits, along with other permits, is currently underway.

The Emergency Operations Coordinator requested a copy of the re-organization chart, which will be forwarded to Dauphin County EMA. He also reported that a meeting will be held next Tuesday at 7:00 p.m.

Chairman Hershey reported that the 2018 Budget was adopted at the Work Session on December 19, 2017, with no increase in taxes.

Moved by Dale, seconded by Kopp the agreement with Terry Kauffman for independent contractor services be approved. Motion carried.

Moved by Shellenhamer, seconded by Dale the meeting adjourn at 7:55 p.m.



Asst. Secretary