

Londonderry Township Board of Supervisors

Regular Meeting

March 2, 2015

7:00p.m.

The Londonderry Township Board of Supervisors held their regularly scheduled meeting on Monday, March 2, 2015 at the Municipal Building, 783 S. Geyers Church Road, Middletown, Pennsylvania, beginning at 7:00 p.m.

Present: Mike Geyer, Chairman
Bart Shellenhamer, Vice-Chairman
Ronald Kopp, Member
Anna Dale, Member
Mel Hershey, Member
Steve Letavic, Township Manager
Beth Graham, Office Manager
Jeff Burkhart, Codes/Zoning Officer
Adam Weber, Public Works Director
Siah Pritchard, MS4 Coordinator
Allison Funk, MS4 Environmental Specialist
Andrew Kenworthy, Engineer
Mark Stewart, Solicitor

Absent: Mike Johnson, Golf Course Manager, Robin Price, Finance Director

Salute the Flag

Citizens Input - None

Approval of Minutes – February 5, 2015, January 21, 2015 & January 15, 2015
Mrs. Dale motioned to approve the three sets of minutes with a correction to the February 5, 2015 minutes where in the heading it referred to the meeting as a Re-Organizational meeting, Mr. Shellenhamer seconded. Motion approved.

Manager's Report – Steve Letavic

Planning Commission Member Candidate – Adam Kopp

Mr. Shellenhamer motioned to appoint Adam Kopp as a member of the Planning Commission with a term ending Dec. 2018, Mr. Hershey seconded. Motion approved. Ron Kopp abstained from voting due to Adam Kopp being a relative. Motion approved.

RESOLUTION 2015-4 Emergency Operations Plan

Mr. Kopp motioned to approve Resolution 2015-4, Mrs. Dale seconded. Motion approved.

RESOLUTION 2015-5 ACT 537 Plan

Mrs. Dale motioned to approve Resolution 2015-5, Mr. Shellenhamer seconded. Motion approved.

CDBGDR Update

Mr. Letavic stated that he is continuing to work on the grant with HRG. They will submit the application in June.

FEMA Islands Update

Katie Lipicki, FEMA, met with Mr. Letavic, Mr. Burkhart and Mr. Kaslauskas. Once the township receives direction from FEMA they will move forward with contacting the property owners on the islands.

Treasurer's Report – Steve Letavic

Mr. Letavic requested approval of payment for the following expenditures:

General Fund	\$232,893.89
GF Payroll	\$50,171.81
Golf Course Fund	\$23,913.96
Golf Course Payroll	\$15,441.10
HMPG	\$0
Liquid Fuels	\$0
Escrow	\$0
Fire Company	\$0
ICC	\$0
Debt Services	\$0

Mrs. Dale motioned to approve the payment of Invoices, Mr. Shellenhamer seconded. Motion approved.

Zoning & Codes Report – Jeff Burkhart

Request for Reduction – Cellco Partnership

Cellco Partnership d/b/a Verizon Wireless at 598 Schoolhouse Road, requested a reduction to the amount of the existing Improvement Guarantee. Recommended reduction/release amount of \$715.00 – Remainder \$0. HRG reviewed and recommended the reduction be approved.

Mr. Hershey motioned to approve the reduction as requested, Mrs. Dale seconded. Motion approved.

Request for Reduction – Love's Travel Stop & Country Store

A release of a portion of the Improvement Guarantee for the property at Love's Truck Stops and Country Store, 3555 Vine Street, has been requested. Recommended reduction amount of \$1,092,196.60 – Remainder \$35,200.00. HRG reviewed and recommended the reduction be approved.

Mrs. Dale motioned to approve the reduction as requested, Mr. Kopp seconded. Motion approved.

Request for Reduction - Rutter's Farm Store #20

LSC Design, on behalf of M&G Realty and CHR Corp., for property at Rutter's Farm Store #20, 2800 Vine Street, requests a reduction/release to the amount of the existing Improvement Guarantee. Recommended reduction/release amount of \$533,000 – Remainder \$0. HRG reviewed and recommended the reduction be approved.

Mr. Shellenhamer motioned to approve the reduction as requested, Mrs. Dale seconded. Motion approved.

NPDES Permit Termination Request – Rutter’s

Mr. Burkhart informed the board that a copy of the NPDES permit Request for Termination for the Rutter’s Farm Store #20 has been received by the Township. No action taken.

5k Run Road Closure @ The Vineyard of Hershey

A request for temporary/partial road closure during a 5K run event on Sunday, May 3rd 2015 sponsored by the Vineyards at Hershey was presented for comment from the Board of Supervisors. Staff has reviewed this request and would support the proposed route as shown on the attached map and information. State road closures will be addressed thru the PA DOT.

Mr. Shellenhamer stated that he had spoken to Ivan Arnold, Fire Police Captain, regarding the run and he requested that Mr. Burkhart send a letter to all residents along the route, Grace Chapel and Braeburn property owners notifying them of the road closure ahead of time. The board was supported the road closures and was in agreement of notifying residents.

MS4 Report – Siah Pritchard & Allison Funk

Mr. Pritchard and Ms. Funk updated the board on year to date progress relative to the tasks that were discussed at the last regular board meeting held February 02, 2015. They also provided a list of items that will be accomplished during the month of March and an updated 3 month time line was presented.

Public Works Report – Adam Weber

Work Completed February, 2015

- Weekly road checks including checking signs, storm water inlets, general road conditions, and removal of debris from Township roadways and shoulders are being done.
- We have been filling potholes as we find them.
- Pennsylvania Call One requests for inspections of underground utilities have been responded to.
- Equipment maintenance has been done as needed. We have also been helping with some of the Golf Course equipment maintenance.
- Some tree trimming on Township roads has been done.
- Winter weather has been keeping us very busy.

Work Scheduled for March, 2015

- We will continue dealing with winter weather as it comes.
- When weather permits we will continue working on tree trimming on the roads.
- Township Road signs are still being inspected, inventoried, and replaced as needed.

Golf Course Report - Mike Johnson

- We attended the Pa. Farm Show and passed out Golf Course information packets.
- We attended the Pa. Car show to pass out Golf Course information packets.
- We will be attending the Pa. Home and Garden show at the farm show building.
- We have the clubhouse rented out 5 times in March for private events.
- We are continuing to call past outings and clubhouse rentals to re-book for the 2015 season.
- For the month of March we will continue to market the course by sending out all of our information regarding golf outings, clubhouse rentals, memberships and tee sponsorships as well as other specials to our past outings, clubhouse guests and golfers that have played our course. We will also continue to market the course this winter by attending East and West Shore Chamber Events, Harrisburg Young Professional Events as well as attending various other marketing events throughout our area.
- For the 2015 season we already have 96 golf outings as well as 28 clubhouse rentals booked so far.
- We will continue to clean and paint the clubhouse as needed.
- Golf carts are all serviced and ready to go for the season.
- We have hired a new food and beverage manager, his name is Anthony Cover. Anthony will be joining us in two weeks and comes with an extensive background in the culinary business.

Engineer's Report – Andrew Kenworthy

Londonderry – Conewago MOU – Traffic Detours related to Bridge Replacement

Mrs. Dale motioned to approve the Hollendale Street closure with the correction and permit Steve Letavic to sign, Mr. Shellenhamer seconded. Motion approved.

Solicitor's Report – Mark Stewart

No Report

EMA Report – Les Gilbert

No Report

New Business

Mrs. Dale mentioned that the COG is seeking municipalities to join together in the MS4 requirements and because we are much further ahead of the MS4 than most members of the COG she asked for the boards thoughts in not joining in these efforts but go forward on our own. The board was in agreement.

Old Business

Mr. Shellenhamer thanked Steve Letavic and HRG for their work on the gaming grant funds.

Executive Session

Mr. Geyer adjourned the regular meeting to an Executive Session at 8:28pm.

Mr. Geyer closed the Executive Session and reopened the regular meeting at 9:40pm.

Mr. Geyer motioned to adjourn the regular meeting at 9:40pm, Mrs. Dale seconded.
Motion approved.