

Londonderry Township Board of Supervisors

Meeting Minutes

November 4, 2013

7:00pm

The Londonderry Township Board of Supervisors held their regular scheduled meeting on Monday, November 4, 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
Steve Letavic, Township Manager
Myron Stoner, Finance Director
Jeff Burkhart, Zoning Officer
Beth Graham, Office Manager
Mike Johnson, Golf Course Manager
Wade Burrell, Public Works Director
Andrew Kenworthy, Engineer
Peter Henninger, Solicitor

Absent: Andy Doherty, Member

Check Presentation

Ralph DeSantis presented a check to the Board of Supervisors in the amount of 45,009.00 which was raised at the TMI Charity Golf Tournament on August 9, 2013 to benefit the Londonderry Township Emergency Services.

Public Informational Meeting - OLSDS

REGULAR MEETING

Salute the Flag

Citizen's Input – Janelle Brojakowski, 3403 Foxianna Road, Middletown – concerns regarding the Bogar Concrete plant temporarily running behind her house.

Approval of Minutes – October 7, 2013

Mr. Shellenhamer motioned to approve the October 7, 2013 minutes as presented, Mr. Geyer seconded. Motion approved.

Manager's Report – Steve Letavic

2014 Budget Update

Mr. Letavic requested a motion to hang the 2014 budget with no anticipated tax increase. Mrs. Dale motioned to hang the 2014 proposed budget, Mr. Shellenhamer seconded. Motion approved.

\$250,000 Tanker Truck Gaming Grant

Mr. Letavic reported that on November 13th he and Bart Shellenhamer will be in Harrisburg to defend the \$250,000 grant application for a new tanker truck for the fire company.

\$1,000,000 Infrastructure Bank Loan

Mr. Letavic reported that he will be defending this loan application in Harrisburg on November 13th. The money is intended for the repair of 3 bridges (Beagle Rd., Hollendale Road & Braeburn Road).

\$5,000,000 PennWorks Grant

Mr. Letavic expects to hear about the PennWorks Grant during the first quarter of 2014. The money would take water & sewer from Vine Street where it terminates now, continue down Vine Street and connect out to Rte. 230.

National Fish & Wildlife Federation Grant

Mr. Letavic expects to have an answer by the end of November. The first part of the grant would be for a storm water study and design to be done on the golf course with the intent to recapture and reuse storm water that comes off the back 9. The second part of the grant would be for implementation.

Rain Garden Grant

Mr. Letavic announced that we received the grant. This grant will fund the plants, design and installation of a rain garden at the Municipal Building. The grading and shaping will take place in the fall and the planting will occur in the spring.

Department Reports

Treasurer's Report – Myron Stoner

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

General Fund	\$75,881.13
Golf Course Fund	\$43,182.12
HMPG	\$1488.00
Liquid Fuels	\$0
Escrow	\$3,509.66
Fire Company	\$5,000.00
ICC	\$0

Mrs. Dale motioned to approve the expenditures, Mr. Geyer seconded. Motion approved.

Code/Zoning Report – Jeff Burkhart

Formal Acceptance of Waiver Request for Well Isolation Distance – 107 Ivy Drive

Mr. Burkhart reminded the board of the Well Isolation Waiver Request they had approved via email and asked the board to formally accept the letter this evening.

Mrs. Dale motioned to accept the waiver, Mr. Shellenhamer seconded. Motion approved.

Municipal Office – Beth Graham

Township Website

Weber advertising is putting the last minute touches on the website and we are hoping to be live this week.

Golf Course Phone App

We are working with Weber Advertising to become a featured course on two phone apps (*Golf Now* and *Tee Times*) so that golfers who have the app on their phone will get notifications of available tee times at Sunset.

Elizabethtown College Senior Project

Mandy Sheckard, E-town College Senior, will be using Sunset Golf Course as her Senior Marketing Project. The goal is to successfully market the golf course to college students and get the students coming to Sunset to play golf and have a place to gather with friends in a relaxed setting away from school.

Stars & Stripes Salute

Fundraising discussions are under way and we have started working on a video about the Stars & Stripes Salute to use as a marketing tool in our fundraising efforts.

Daddy-Daughter Dance

Friday, October 11th at the Clubhouse, 93 dads & daughters attended. Despite the flooding that night it was our best attendance to date and everyone had fun.

Public Works – Wade Burrell

Work Completed October, 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.
- Equipment maintenance.
- Mow in Braeburn Park, Township Office, Londonderry Fire Dept., and Londonderry's properties on Swatara Creek Road.
- Continued deck construction at Sunset Golf Course Clubhouse.
- Maintained trees and shrubs along Swatara Creek Road.
- Finish mowing roadsides with the township's flail mower.
- Remove the flail mower and install the arm mower on the Township's 6420 Tractor.
- Prepare and install the townships' snow removal equipment, test and make repairs in preparation for inclement weather.
- Attended annual safety training.
- Put new reflective marker poles on Swatara Creek Road.

Work Scheduled for November, 2013

- Complete construction of Sunset Golf Course Deck.
- Continue maintaining trees and shrubs along Swatara Creek Road.

- Begin leaf vacuuming.
- Fence Line Cleanup

Golf Course Manager – Mike Johnson

- Total gross revenues for the month of November were: \$25,439.32 compared to \$24,969.88 in 2011. Total gross revenues YTD are \$965,312.62 compared to \$836,556.69 in 2011.
- 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 December for private events.
- For the month of December we will be sending 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 will 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.
- So far for the 2013 golf season we have 79 golf outings booked, as well as 14 clubhouse rentals.
- We will continue to clean and winterize our golf carts for the season, oil changes-filters etc...
- We will be cleaning and painting the clubhouse as needed.
- Aerification Program: All greens and tee boxes 1-18. Aerified, top dressed, over seeded and fertilized. Fairways and surrounds in progress.
- Disease and Insecticide Program: Continue to apply products to control fall insects and diseases.
- Tree Grant Program: Closed out final budget for tree revitalization grant for Sunset Park. 23 trees planted. Species follows: Pin Oak, Red Bud, Tulip Poplar, and Honey Locust.
- Irrigation System: Repaired fairway feed line of Hole 6. Installed 8' of new 2 1/2 " pipe. Replaced internal parts of Hole 8 sprinkler head.
- Sam and Paul will be attending a Turf seminar sponsored by Agrium Technologies later this month. A review of 2013 and what problems the Turf industry encountered will be the topic.

Engineer's Report – Andrew Kenworthy

HMGP

Mr. Kenworthy reported the demolition of the Sage property along Swatara Creek Road on November 11th.

PA American Water

HRG continues to work with PA American Water to bring water to the south side of Vine Street by early 2014.

Township Road Evaluation

Mr. Kenworthy reported that HRG has completed the road evaluation; prioritizing for repair, maintenance, replacement, etc.

Solicitors Report – Peter Henninger
Swatara Creek Road – Sage Property Update

Mr. Henninger reported that a Tax Exemption request has been filed with the Dauphin County Board of Assessment Appeals.

Lytle Farms Agreement – may be in front of the Board in December.

EMA – No report

New Business - None

Old Business - None

Executive Session

Mr. Kopp adjourned the regular meeting to Executive Session at 9:10pm.

Executive Session adjourned at 9:40pm.

The Regular Meeting reconvened at 9:41pm. Mr. Shellenhamer motioned to adjourn the meeting at 9:41pm, Mr. Geyer seconded. Motion approved.