

**LONDONDERRY TOWNSHIP BOARD OF SUPERVISORS
PUBLIC HEARING AND REGULAR MEETING MINUTES
783 S. GEYERS CHURCH RD
MIDDLETOWN, PA 17057
MARCH 3, 2025 7:00 pm.**

Call to Order:

Chairman Ron Kopp called the Public Meeting to order at 7:00 p.m.

PUBLIC HEARING

Township Solicitor, James Diamond stated the purpose of the Public Hearing was to present Proposed Ordinance 2025-01 Changes to SALDO
A stenographer record of the hearing is recorded separately.

Chairman Kopp closed the Public Hearing at 7:08 pm.

NOTE: Public Comments are attached to the minutes as a separate handout.

REGULAR MEETING:

Call to Order: Chairman Kopp, reconvened the Board of Supervisors Regular Meeting at 7:08 pm.

Salute the Flag

Roll Call / Attendance - Members Present

Ron Kopp, Chair
Mike Geyer, Vice-Chair/Secretary
Bart Shellenhamer, Member
Mel Hershey, Member
Anna Dale, Member

Absent Members: None

Also Present:

David Blechertas, Township Manager
Jim Diamond, Esq., Solicitor
Duane Brady, Codes/Zoning Officer
Monique Dykman, MS4 Specialist

Andy Brandt, Public Works
Sam Risteff, Golf Course Manager
Robert Gomboc, Golf Course Superintendent
Mike Wood, P.E., HRG Engineer
Michelle Phillips, Executive Secretary

Attendees: See attached list for Residents/Guests in attendance

Citizens Input –On Agenda Items: None

Executive Session

An Executive Session took place prior to the meeting to discuss personnel and litigation matters. No action was taken.

Approval of Minutes

Chairman Kopp requested a motion for the February 3, 2025 Board of Supervisors Regular Meeting Minutes.

It was moved by Ms. Dale and seconded by Mr. Shellenhamer that the Board approve the February 3, 2025, Board of Supervisors Regular Meeting Minutes. The motion carried unanimously.

Manager's Report – David Blechertas

- Request approval of a proposal from Omega Systems for Network Security evaluations at a cost of \$7,006.10

Chairman Kopp requested a motion for a proposal from Omega Systems for Network Security evaluations at a cost of \$7,006.10

It was moved by Mr. Shellenhamer and seconded by Ms. Dale to approve the request above as stated. The motion carried unanimously.

- Request approval of Resolution 2025-11 and the public advertising of the sale of Township Property consisting of a 1997 GMC 2500 and a 2025 F350 pickup bed through Municibid.

Chairman Kopp requested a motion for Resolution 2025-11 and the public advertising of the sale of Township Property consisting of a 1997 GMC 2500 and a 2025 F350 pickup bed through Municibid.

It was moved by Mr. Hershey and seconded by Mr. Shellenhamer to approve the request above as stated. The motion carried unanimously.

- Request approval of Resolution 2025-12 updating Township fee Resolution

Mr. Blechertas stated there were two fees not added to the fee schedule. The first is the charge for paper copies and the second is a charge for a USB or digital storage devices.

Chairman Kopp requested a motion for Resolution 2025-12 updating the Township fee Resolution

It was moved by Mr. Geyer and seconded by Mr. Hershey to approve the request above as stated. The motion carried unanimously.

- Mr. Blechertas provided the results from the survey for the Township Logo. The survey was posted on the Townships Facebook page and the website. He said the most popular logo was the first one with water and crops.

All of the Board members voted to accept the logo that received the most votes from the survey.

- Request approval of a proposal from BH Security, LLC for an upgraded admin building access and security system in the amount of \$19,273.21

Chairman Kopp requested a motion for the proposal from BH Security, LLC for an upgraded admin building access and security system in the amount of \$19,273.21

It was moved by Mr. Shellenhamer and seconded by Ms. Dale to approve the request above as stated. The motion carried unanimously.

- Request approval of a proposal from Omega Systems for security in the amount of \$1,240.00

Chairman Kopp requested a motion of a proposal from Omega Systems for security in the amount of \$1,240.00.

It was moved by Mr. Hershey and seconded by Mr. Shellenhamer to approve the request above as stated. The motion carried unanimously.

- Request approval of First Addendum to Township Manager Employment Agreement.

Chairman Kopp requested a motion of the First Addendum to Township Manager Employment Agreement.

It was moved by Mr. Shellenhamer and seconded by Mr. Hershey to approve the request above as stated. The motion carried unanimously.

Treasurer's Report – Brian Marchuck

- Mr. Marchuck presented the Board with the treasure's report and the open purchase order report for the month ending 02/28/2025

	<u>Open Purchase Orders</u>
General Fund	\$ 17,394.69
Escrow Fund	-
Debt Service Fund	-
Golf Course Fund	6,629.50
Capital Projects Fund	111,542.73
Liquid Fuels Fund	<u>4,188.06</u>
Grand Total	<u><u>\$ 139,754.98</u></u>

Chairman Kopp requested a motion to approve the bills/open purchases as presented.

It was moved by Ms. Dale and seconded by Mr. Hershey to approve the bills/open purchases as presented. The motion carried unanimously.

- Request approval to purchase payroll and timeclock services from TrustPoint HCM, the lowest of three quotes

Mr. Marchuck presented the Board with a comparison from ADP, Paychecks and Trustpoint/UKG regarding a new payroll and timeclocks services. All 3 vendors provided a quote and a presentation to the Township. He said that Trustpoint/UKG would best be able to accommodate the Townships' needs.

Chairman Kopp requested a motion to approve the purchase for payroll and timeclock services from TrustPoint HCM, contingent upon solicitor's approval. It was moved by Mr. Shellenhamer and seconded by Ms. Dale to approve the request above as stated. The motion carried unanimously.

Zoning and Codes – Duane Brady

- PC24-05 Lauffer Final Minor Subdivision Plan

Mr. Chiampi, from FSA Engineering, stated the Lauffer Subdivision plan is to subdivide 2 acres from the 64-acre lot on Lauffer Road/Iron Mine Road. He said the plan has been recommended for approval by the Planning Commission Board and a majority of the comments have now been satisfied by the Townships Engineer, Staff and the Conservation District. Mr. Chiampi stated the 2 acres would eventually be developed as a residential dwelling and he is looking for the plan to be approved and moved to the Board of Supervisors for approval.

There was a discussion regarding the comments that remained and the right-of-way for Lauffer Road that runs through the property.

- Motion to recommend approval of requested waiver from Section 22-303.1 Minor Subdivision Application for preliminary plan submission

Chairman Kopp requested a motion to approve the requested waiver from Section 22-303.1 Minor Subdivision Application for preliminary plan submission.

It was moved by Mr. Hershey and seconded by Ms. Dale to approve the request above as stated. The motion carried unanimously.

- Motion to recommend approval of requested waiver from Section 22-303.1.A.(2) Plan Scale

Chairman Kopp requested a motion to approve the requested waiver from Section 22-303.1.A.(2) Plan Scale

It was moved by Mr. Shellenhamer and seconded by Mr. Hershey to approve the request above as stated. The motion carried unanimously.

- Motion to recommend approval of requested waiver from Section 22-402.3.B Dedication of Right of Way

Chairman Kopp requested a motion to approve the requested waiver from Section 22-402.3.B Dedication of Right of Way

It was moved by Ms. Dale and seconded by Mr. Hershey to approve the request above as stated. The motion carried unanimously.

- Motion to recommend approval of requested waiver from Section 22-502.3 Monuments and Markers

Chairman Kopp requested a motion to approve the requested waiver from Section 22-502.3 Monuments and Markers

It was moved by Mr. Geyer and seconded by Mr. Shellenhamer to approve the request above as stated. The motion carried unanimously.

- Motion to recommend approval of the requested deferral of Section 22-506 Curbs and Gutters

Chairman Kopp requested a motion to approve the requested deferral of Section 22-506 Curbs and Gutters

It was moved by Mr. Shellenhamer and seconded by Mr. Hershey to approve the request above as stated. The motion carried unanimously.

- Motion to recommend approval of the requested deferral of Section 22-507 Sidewalks

Chairman Kopp requested a motion to approve the requested deferral of Section 22-507 Sidewalks

It was moved by Mr. Hershey and seconded by Mr. Geyer to approve the request above as stated. The motion carried unanimously.

- Motion to recommend approval PC24-05 Lauffer Final Minor Subdivision Plan, conditioned on all outstanding comments being satisfied.

Chairman Kopp requested a motion to approve PC24-05 Lauffer Final Minor Subdivision Plan, conditioned on all outstanding comments being satisfied.

1. The emergency spillway for the rain garden detailed on sheet 3 be 6 inches and not the 3 inches as shown
2. The zoning district line for the R-1 and R-2 districts be adjusted to follow the Route 283 right-of-way line and not the parcel boundary as shown on the Londonderry Township Zoning Map
3. That all applicable signature and certifications be provided
4. That an executed Operations and Maintenance Agreement be provided
5. That a financial security estimate be provided
6. That all required fees be paid

It was moved by Mr. Hershey and seconded by Ms. Dale to approve the request above as stated. The motion carried unanimously.

- Mr. Brady provided the Board with his monthly report for February 2025
- Request approval of Ordinance 2025-01 Changes to the Subdivision and Land Development Ordinance

Mr. Brady presented the Board with the proposed changes to the preliminary plat procedures. Some of the changes were to only require 8 paper copies of plat plans, submission of one electronic copy, the time frame for which the plan can be before the Planning Commission and the date/submission changes of the Zoning Board and Planning Commission Board meetings.

There was a short discussion regarding the changes.

Chairman Kopp requested a motion to approve Ordinance 2025-01, Changes to the Subdivision and Land Development Ordinance

It was moved by Mr. Shellenhamer and seconded by Ms. Dale to approve the request above as stated. The motion carried unanimously.

- Request approval of the revised 2025 Meeting Dates and Submission Calendar

Chairman Kopp requested a motion to approve the revised 2025 Meeting Dates and Submission Calendar.

It was moved by Mr. Hershey and seconded by Ms. Dale to approve the request above as stated. The motion carried unanimously.

MS4 Environmental Department – Monique Dykman

- Monique Dykman provided the Board with her monthly report for February 2025
- Ms. Dykman provided the annual MS4 training to the Board of Supervisors.
- Request approval to enter into a contract with Manada Conservancy for the 2025 Buffer Maintenance Contract a cost of \$5,450.00.

Chairman Kopp requested a motion to enter into a contract with Manada Conservancy for the 2025 Buffer Maintenance Contract a cost of \$5,450.00.

It was moved by Mr. Hershey and seconded by Ms. Dale to approve the request above as stated. The motion carried unanimously.

Public Works – Andy Brandt

- Andy Brandt provided the Board with his monthly report for February 2025
- Motion to approve a Memorandum of Understanding from PennDOT regarding a detour for replacement of a bridge on Hillsdale Rd

Chairman Kopp requested a motion to approve a Memorandum of Understanding from PennDOT regarding a detour for replacement of a bridge on Hillsdale Rd. It was moved by Mr. Geyer and seconded by Mr. Shellenhamer to approve the request above as stated. The motion carried unanimously.

- Motion to approve declaring April 2025 as “Pennsylvania 811 Safe Digging Month

Chairman Kopp requested a motion declaring April 2025 as “Pennsylvania 811 Safe Digging Month.

It was moved by Mr. Hershey and seconded by Ms. Dale to approve the request above as stated. The motion carried unanimously.

Golf Course and Bar & Grill - Sam Risteff

- Sam Risteff provided the Board with his monthly report for February 2025
- Mr. Risteff said that the Golf Course has received 52 golf carts and the remaining 28 will be in by next week.
- Motion to approve Groves Flooring LLC to install new floors in the bar and hallways at the Club House in the amount of \$ 11,966.25, the lowest of 3 quotes.

Chairman Kopp requested a motion to approve Groves Flooring LLC to install new floors in the bar and hallways at the Club House in the amount of \$ 11,966.25.

It was moved by Mr. Shellenhamer and seconded by Ms. Dale to approve the request above as stated. The motion carried unanimously.

- Motion to approve the purchase of a 2025 Cushman Hauler Pro Elite electric powered utility vehicle from Golf Cart Services, Inc under Sourcewell Contract Number 091024-JCS at a cost of \$13,896.00

Chairman Kopp requested a motion to approve the purchase of a 2025 Cushman Hauler Pro Elite electric powered utility vehicle from Golf Cart Services, Inc under Sourcewell Contract Number 091024-JCS at a cost of \$13,896.00

It was moved by Ms. Dale and seconded by Mr. Shellenhamer to approve the request above as stated. The motion carried unanimously.

- Motion to approve hiring three new Seasonal Employees at Sunset Golf course

Chairman Kopp requested a motion to hire three new Seasonal Employees at Sunset Golf course

It was moved by Mr. Shellenhamer and seconded by Ms. Dale to approve the request above as stated. The motion carried unanimously.

Engineer's Report – Mike Wood P.E., HRG

- Mike Wood provided the Board with his monthly report for February 2025
- Motion to release surety for The Vineyards of Hershey in the amount of \$68,808.00

Chairman Kopp requested a motion to release surety for The Vineyards of Hershey in the amount of \$68,808.00.

It was moved by Mr. Geyer and seconded by Ms. Dale to approve the request above as stated. The motion carried unanimously.

Solicitor's Report – Jim Diamond, Esq.

No report

Public Safety Coordinator – Bart Shellenhamer

No report

New Business:

Supervisor Shellenhamer stated the Fire Department had a very busy weekend and the Fish Fry starts Friday.

Old Business:

Supervisor Hershey asked if there was any movement on the Falcon Crest Development.

Mr. Brady stated no new submissions have been received.

Mr. Blechertas said staff is continuing the planning process for the Blue Angels event taking place at the Golf Course.

Citizens Input:

Carol Hornung, Township Resident said that she wanted to give kudos to the Public Works department for the way the roads were taken care of in the Township.

Executive Session -

“THE BOARD OF SUPERVISORS RESERVES THE RIGHT PURSUANT TO ACT 84 OF 1986 AS AMENDED TO HOLD EXECUTIVE SESSIONS BETWEEN THE TIMES OF THE BOARD’S OPEN MEETING FOR ANY PURPOSE AUTHORIZED BY STATUTE”

Adjournment

There being no further business to bring before the Board, a motion by Ms. Dale seconded by Mr. Hershey the meeting was adjourned at 9:10pm.

Signature on file

Secretary – Mike Geyer