

Londonderry Township Board of Supervisors
REGULAR MEETING AGENDA
February 3, 2025 7:00 P.M.

As a courtesy to everyone, please turn off all cell phones and/or pagers, or adjust these or similar devices so that others cannot hear them. Calls received during a meeting, if answered, should be taken outside of the meeting room. Thank you.

REGULAR MEETING: Call to Order: 7:00 p.m.

Salute the Flag

Roll Call / Attendance - Members Present

Citizens Input –On Agenda Items

Report on Executive Sessions, if any

Approval of Minutes – January 6, 2025 Board of Supervisors Meeting Minutes

Manager’s Report – David Blechertas

- Presentation from Viridian Partners
- Request approval of Payment No. 1 from Construction Master Services, LLC in the amount of \$94,072.50 for the Swatara Creek Rd Improvement Project
- Request approval of Resolution 2025-04 appointing Brian Marchuck as the Londonderry Township Municipal Delegate to the Dauphin County Tax Collection Committee
- Request approval of a proposal from Revize for a new Township Website at a total cost of \$15,000 in year one as part of a four-year agreement with \$5,400 in hosting and support costs each additional year
- Discussion of possible Township logo designs.
- Request approval of a proposal from MPE Engineering & CB Network Solutions to install cabling and wireless connectivity in the admin building as part of the renovation project at a cost of \$3,880.00
- Request authorization to advertise a bid for the Sunset Golf Club House HVAC and Roof Project in accordance with the bid specs presented to the Board.

- Request approval of Resolution 2025-07, the disposal of records per the Municipal Records Manual:

MS4: Inlet Inspections	2005-2015
MS4: TWP & Private BMP inspections	2005-2017
MS4: In-House Trainings	2005-2017
MS4: Volunteer Events & Workshops	2005-2017
MS4: Public Works Vehicle Inspections	2005-2017
MS4: PW/GC building inspections	2005-2017
Finance: End of Month Receipts	2017
Finance: Payroll records	2017
Finance: Accounts Payable by Vendor A-M N-Z	2017
Finance: Voucher	2017
Finance: Municipal per capita tax receipt	2017
Finance: Statement of taxes collected	2017
Finance: General Fund/Golf Course receipts by month	2017
Journal Entries	2017
Grant Administration Records	2002-2017

- Request approval of a contract with R.E. Mundy Maintenance Services to provide janitorial services for the Township Building at a cost of \$9,000.00 per year.

Treasurer’s Report – Brian Marchuck

- Payment of Invoices & Approve Open Purchase Orders.

Fund	Open Purchase Orders Total
General Fund	\$ 284,968.34
Escrow Fund	214.99
LVFC Capital Construction Fund	-
Golf Course Fund	321,100.81

Liquid Fuels Fund	34,930.25
Capital Projects Fund	-
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Grand Total	<u>\$ 641,214.39</u>

- Budget Report presenting 2024 End of Year results
- Presentation of Sunset Golf 2024 end of year inventory report
- Request approval of the year ended December 31, 2024 golf inventory balances
- Request approval of the 2023 Audited Financial Statements from Hamilton Musser
- Request approval of Resolution 2025-05, setting the 2025 tax rates for Londonderry Township
- Request approval of Resolution 2025-06, 2025 Budget Amendment 2

Codes & Zoning Report – Duane Brady

- Monthly Report – January 2025
- Request approval to advertise a public hearing on April 7, 2025 for approval of the 2025 Londonderry Township Comprehensive Plan
- Request authorization to engage Traisr LLC for asset and permit management software with a cost not to exceed \$13,400 for the 2025 fiscal year as part of a 4-year contract.

MS4 Environmental Department Report – Monique Dykman

- Monthly Report – January 2025
- Request approval of the advertisement of an RFP for development of Site Plans for Sunset Park and Braeburn Park
- Request approval of a proposal from HRG to complete a Letter of Map Revision (LOMR) under FEMA guidelines relevant to the Conewago Creek Project Phase 1-3 at a lump sum cost of \$46,400

Public Works Report – Andy Brandt

- Monthly Report – January 2025
- Request approval to purchase 160 tons of rock salt from Morton Salt under COG bidding at a cost of 73.77 a ton for a total cost of \$11,803.20
- Recommend the full time hire of Justin Hahn for the position of Public Works Maintenance Worker I with a four-month probationary period to begin on February 10, 2025.

- Request approval of the purchase of 150 tons of 2A stone from Byler Quarries at a cost of \$10.95 a ton for a total of \$1,642.50 under COG bid pricing.
- Request approval of the purchase of 60 tons of #57 stone from Pennsy Supply at a cost of \$16.75 a ton for a total of \$1005.00 under COG bid pricing.

Golf Course and Bar & Grill – Sam Risteff

- Monthly Report – January 2025
- 2024 Pro Shop & Snack Bar Inventory Recap.
- Yamaha Golf Cart update.
- Golf Course Winter Maintenance update.

Engineer’s Report – Mike Wood, P.E.

- Monthly Report – January 2025
- Consider Financial Security Reduction request for Core5 Middletown II (Saturday’s Market) to reduce balance from \$120,647.00 to \$0.00
- Request approval of Change Order #1 for the Swatara Creek Rd Project in the amount of \$9,350.00 to Miller Soil Solutions for soil sampling and analysis needed for the full depth reclamation design specification

Solicitor’s Report – Eckert Seamans Cherin & Mellott, LLC

Public Safety Coordinator – Bart Shellenhamer

New Business

Old Business

Citizens Input – Non-Agenda Items

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