

**Londonderry Township Board of Supervisors  
REGULAR MEETING MINUTES – CORRECTED  
LONDONDERRY TOWNSHIP OFFICE – MEETING ROOM**

August 1, 2022  
7:00 p.m.

**<http://www.facebook.com/londonderrytownship>**  
**[www.londonderrypa.org](http://www.londonderrypa.org)**

*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.*

**Call to Order:** Board Chair, Ron Kopp called the Board of Supervisors Meeting to order at 7:00 p.m.

**Salute the Flag**

**Attendance / Members Present:** Ron Kopp, Chair  
Anna Dale, Vice-Chair  
Mike Geyer, Member  
Mel Hershey, Member

**Present:** Steve Letavic, Township Manager  
Jeff Burkhart, Code/Zoning Officer  
Monique Dykman, MS4 Specialist  
Andy Brandt, Public Works Director  
Andrew Kenworthy, Engineer  
Jim Diamond, Solicitor  
Mark Stewart, Solicitor

**Absent:** Bart Shellenhamer, Member  
Les Gilbert, EMS Director  
Sam Risteff, Golf Course Manager

**Attendees:** See attached list for Residents/Guests in attendance

**REGULAR MEETING:**

**Citizens Input** -- None

**Approval of Minutes** – July 5, 2022 Board of Supervisors meeting minutes  
Ms. Dale motioned to approve the July 5, 2022 Board of Supervisors meeting minutes. Mr. Geyer seconded the motion.

**Call for Discussion:** None

All in favor. Motion carried.

**Manager's Report** – Steve Letavic

**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"*

The Board of Supervisors entered into Executive Session at 7:02 p.m. The Regular Board meeting was reconvened at 7:41 p.m.

**Motion to amend the Agenda to include consideration of approval, denial or amendment of the Temporary Use and Occupancy Agreement with FR Park 283 Logistics Center, LLC. and Londonderry Township.**

Ms. Dale made the motion to amend the Agenda to include consideration of approval, denial or amendment of the Temporary Use and Occupancy Agreement with FR Park 283 Logistics Center, LLC. and Londonderry Township. Mr. Hershey seconded the motion.

**Call for Discussion:** None

All in favor. Motion carried.

**FR Park 283 Logistics Center, LLC. Representatives Address Issues**

Jim Knopka and David Tshudy addressed a series of questions from the Board:

Completion of the Building:

The building was completed at the end of June, 2022. There is a signed lease.

Emergency Access Gate;

The emergency access gate has been installed to the Township's specifications.

Radio Booster Signal;

This will be determined when the building is fully built out.

Mr. Kopp asked for an update on the property's sewer and water. Mr. Knopka responded that there was adequate water for fire suppression. Mr. Stewart replied that according to PA American Water, it is not adequate for the fire pump station, that there was still a connection needed. Mr. Hershey stated that if the description of the yet completed fire pump station connection meets Mr. Knopka's description, and that there will be sufficient water on site, then he will be satisfied. Mr. Knopka informed the Board that the work is anticipated to be finished by the end of August.

Mr. Geyer asked about the anticipated activities inside the building within the next 30 days. Mr. Knopka stated that the Tenant has a phased in occupancy plan. The initial crew will be onsite in November, and products will be arriving soon after.

Ms. Dale inquired about the occupants. Mr. Knopka responded that the Tenants will initially occupy half of the building. There are long term plans for the Tenants to occupy the second half of the building with an automatic storage and retrieval system.

Ms. Dale asked if within the next 30-45 days, would there be a larger influx of materials other than making the building ready for whatever internal structures are needed. Mr. Knopka responded no.

Mr. Geyer asked about possible liability issues that might be caused by the Londonderry Township Fire Department responding to an emergency. Mr. Knopka informed the Board that the property owner would assume all liability.

Mr. Hershey asked Mr. Kenworthy about the status of the fire pumping station on Colebrook Rd. Mr. Kenworthy answered that the anticipated completion was to be accomplished by the end of August.

Mr. Kopp asked Mr. Burkhart to his best knowledge, if all of the inspection items have been successfully completed. Mr. Burkhart responded that Commonwealth Code has approved most of the items. In addition, HRG will be responsible to oversee any remaining conditional use items.

**Motion to approve the Temporary Use and Occupancy Agreement with FR Park 283 Logistics Center, LLC conditioned on FR Park agreeing that if in the course of responding to an emergency at the site, damages done to the water system infrastructure, any repairs or expenses are the are the financial responsibility of FR Park.**

Mr. Geyer presented the motion to approve the Temporary Use and Occupancy Agreement with FR Park 283 Logistics Center, LLC conditioned on FR Park agreeing that if in the course of responding to an emergency at the site, damages done to the water system infrastructure, any repairs and related expenses are the financial responsibility of FR Park. Ms. Dale seconded the motion.

**Call for Discussion:** None

All in favor. Motion carried.

**Motion to authorize and direct the Township Manager to sign the FR Park Agreement.**

Mr. Hershey motioned to authorize and direct the Township Manager to sign the FR Park Agreement. Mr. Geyer seconded.

**Call for Discussion:** None

All in favor. Motion carried.

In conclusion, Mr. Stewart stated that an amended Agenda would need to be posted on the website within 24 hours. Ms. Reh acknowledged that it would be done.

**Possible Development**

Mr. Letavic informed the Board that he has been working with developers on a possible development within the Township. He will keep the Board apprised as further details emerge.

**Additional Remarks**

Mr. Letavic noted that he has spent the last month working with Mr. Diamond on the FR Park LLC agreement, and with Mr. Marchuck in preparation on next year's budget.

**Treasurer's Report** – Steve Letavic

Mr. Letavic asked for approval to pay the bills as presented:

**Payment of Invoices:**

<b>FUND</b>	<b>Checks written in July 2022 for Supervisor approval</b>
General Fund	\$ 24,938.67
ME2 Fund	\$ 0.00
Capital Projects Fund	\$ 0.00
PennVest Fund	\$ 0.00
Golf Course	\$ 54,317.94
LVFC	\$ 0.00
Debt Services	\$ 19,489.99
Liquid Fuels	\$ 853.47
Escrow	\$ 20,175.91
<b>Total by when written</b>	<b>\$ 119,775.98</b>

Ms. Dale motioned to approve payment of the bills for July 2022 as presented. The motion was seconded by Mr. Hershey.

**Call for Discussion:** None

All in favor. Motion carried.

**Zoning/Codes** – Jeff Burkhart

**Consider approval, denial or amendment of Ordinance 2022-01 to amend Chapter 5 (Code Enforcement) providing for the adoption of the 2018 Edition of the International Property Maintenance Code.**

Mr. Burkhart asked the Board for a motion to approve, deny or amend proposed Ordinance 2022-01 to amend Chapter 5 (Code Enforcement) providing for the adoption of the 2018 Edition of the International Property Maintenance Code which is a state mandated requirement.

Mr. Hershey motioned to approve Ordinance 2022-01 to amend Chapter 5 (Code Enforcement) providing for the adoption of the 2018 Edition of the International Property Maintenance Code. Ms. Dale seconded the motion.

**Call for Discussion:** None

All in favor. Motion carried.

**Consider release of Escrow – McKelvie residence 2490 Steinruck Rd.**

Mr. Burkhart asked the Board for a motion to approve the release of the construction escrow amount of 100 percent for the McKelvie residence at 2490 Steinruck Rd. per recent site visit and recommendation by HRG. This escrow was held for installation of the required SWM facilities for the recently constructed home at this address.

Ms. Dale motioned to approve the release of construction escrow for 100 percent for the McKelvie residence at 2490 Steinruck Rd. Mr. Geyer seconded the motion.

**Call for Discussion:** None

All in favor. Motion carried.

**Consider partial release of Escrow – First Industrial, LP at 2771 N. Market Street.**

Mr. Burkhart asked the Board for a motion to approve the partial release and reduction of the standing Letter of Credit for construction escrow. The reduction of the Letter of Credit for the Logistics facility at 2771 N. Market Street is per a recent site visit and recommendation for partial release by HRG, the Township engineer. This reduction/release provides a remaining balance of \$1,200,171.00 for the standing Letter of Credit for this project to cover remaining site construction items and improvements.

Ms. Dale made the motion to approve the partial release and reduction of the standing Letter of Credit for construction escrow reducing the amount of the Letter of Credit to \$1,200,171.00 for the Logistics facility at 2771 N. Market Street. Mr. Hershey seconded the motion.

**Call for Discussion:** None

All in favor. Motion carried.

**Consider Time Extension Grant for the multiple Lot Add-On Plan for Maines, Blouch and Bryan – intersection of Newberry and Cola Roads.**

Mr. Burkhart asked the Board for a motion to accept the request/grant for a time extension for review by the Board of Supervisors until the November 7<sup>th</sup> regular Board meeting so as to allow sufficient time for the applicant to process a request to the Zoning Hearing Board regarding a lot area Variance.

Mr. Burkhart explained that due to the configuration of the lots, there would be a possible request to take the matter to the Zoning Hearing Board for a possible variance request.

Mr. Geyer made the motion to accept the request/grant for time extension for review by the Board of Supervisors until the November 7<sup>th</sup> 2022 regular meeting. The motion was seconded by Ms. Dale.

**Call for Discussion:** None

All in favor. Motion carried.

**Comprehensive Plan Community Meeting Update.**

Mr. Burkhart updated the Board on the July 12, 2022 Comprehensive Plan "Kick-off" meeting.

**Quarterly Permit Report.**

Mr. Burkhart reviewed the Quarterly Permit Report provided to the Board.

**Decommissioning of Three Mile Island**

As the decommissioning of Three Mile Island occurs, Mr. Burkhart briefed the Board that he is meeting with TMI's Engineering Team who have submitted a permit application for electrical work necessary for the decommissioning at TMI.

**Future Development Proceedings Request**

Mr. Kopp asked Mr. Burkhart to keep the Board apprised of all activities associated with commercial developments within the Township to assist the Board with future commercial development issues.

**MS4 Environmental Department** – Monique Dykman

Ms. Dykman presented the MS4 Progress Report for August

- Motion to approve, deny or amend proposed Ordinance 2022-02, Chapter 28. Stormwater Management and repeal Chapter 26, Water, Part 1 Stormwater Management Articles A through N.
- Conewago Phase One is complete, as of 7/15/22. We are working through the processes needed to begin Phase Two. Mr. Letavic informed the Board that this project, when completed will restore the Creek back to its' original condition in the 1800's, restoring the original habitat and water species.
- Submitted Lancaster Clean Water Partners Clean Water Fund Community Conservation Grant for 5K/Field Day for \$2,000. The grant will be awarded in October, 2022.
- Mr. Letavic and Ms. Dykman participated in a recent Lancaster County Clean Water Partners event at the Conewago Recreational Trail trailhead near Elizabethtown to celebrate the county's largest-ever investment in water quality.
- Postponed Conewago Darter 5K/Field Day to March/April 2023.

**Proposed Londonderry Township Ordinance 2022-02 – Amending Part 1 of Chapter 26 and Adopting a NEW Stormwater Management Ordinance designated as NEW Chapter 28 “Stormwater Management”**

Ms. Dykman asked the Board to approve proposed Ordinance 2022-02 which will amend Part 1 of Chapter 26 and will adopt a NEW Stormwater Management Ordinance designated as NEW Chapter 28 “Stormwater Management” as required by the MS4 Permit.

Mr. Geyer made the motion to adopt the proposed Ordinance 2022-02, as required by the MS4 Permit. The motion was seconded by Ms. Dale.

**Call for Discussion:**

All in favor. Motion carried.

**Public Works Report – Andy Brandt**

Mr. Brandt presented the following reports from the Public Works Department.

**Progress Report for Public Works Department 06-19 to 07-16-2022**

**Weekly:**

- Truck & equipment pm checks
- Toolbox Safety Talks
- Mow Township properties
  
- Bi-weekly: Road checks
- Trimmed trees on N Deodate Rd & on E Harrisburg Pk to improve sight distance for the new traffic signal
  
- Removed street signs on Deodate Rd for new traffic signal
- Replaced/installed street signs on various roads
- Jeff T worked on golf course
- Crew attended MS4 training
- Took 3 trucks for state inspection
- Took riding mower to Deere Country for repairs
- Replaced broken grease line on mini hoe
- Andy attended weekly Teams meetings for the sewer & water project on E Harrisburg Pk
- Repaired inlets on Roslyn Rd and on Orchard Ln
- Cut weeds around street signs
- Sunset Park: removed stump grindings, placed topsoil, seeded & mulched
- Clean roadside gutters on Zion Rd, Swatara Creek Rd & Snavely Rd
- Repaired gutter on Foxianna Rd where a vehicle drove in.

- Andy worked in Middletown Boro for 2 hours to excavate an inlet
- Matt worked w/Erlich to spray weeds along Township roads

### **Monthly Planner**

- Weekly: truck & equipment pm checks, mow Township properties
- Bi-weekly: road checks
- Paving repairs around inlets and pot holes
- Excavate for new generator pad at the PWB
- Paint STOP bars on Schoolhouse Rd @ Colebrook Rd, place thermo plastic STOP bars on Sand Hill Rd, Steinruck Rd and Red Bridge Rd
- Install storm pipe on Mill Rd with paving to widen turn around
- Build asphalt curb on Houser Rd.

### **Driveway permits issued:**

- 3652 E Harrisburg Pk.: \$30.00 (Geyers Mobile Home Park for driveway pipe replacement)

### **Sale of Two Township Dump Trucks**

Mr. Brandt informed the Board that after receiving Board approval to place the 1999 GMC and the 1999 Sterling dump trucks on Municibid for sale, both with reserve bids of \$15,000.00 each, neither truck met the reserve bid. He asked for Board approval to accept the bids for each truck to the highest bidder.

Mr. Hershey made the motion to accept the bids for the two Dump Trucks; the 1999 GMC for \$11,100.00 and the 1999 Sterling for \$9,600.00 to the highest bidders. Mr. Geyer seconded the motion.

### **Call for Discussion: None**

All in favor. Motion carried.

**New 2022 20-ton capacity Equipment Trailer.** Mr. Brandt asked the Board for approval to accept the lowest bid for the New 2022 20-ton capacity Equipment Trailer from Rampant Trailers, LLC for \$26,024.00.

Ms. Dale motioned to approve the lowest bid of \$26,024.00 for the New 2022 20-ton capacity Equipment Trailer. The motion was seconded by Mr. Hershey.



**Call for Discussion:** None

All in favor. Motion carried.

**Golf Course and Bar & Grill Report** - Sam Risteff

Mr. Risteff submitted the Sunset Golf Course Financial Report for July. Copies of the report were distributed at the meeting. In Mr. Risteff's absence, Mr. Letavic told the Board that this has been a good year financially, and last week's musical entertainment had 190 attendees.

**LDFD Golf Outing**

Mr. Hershey reminded all that on August 4, the Fire Department would be hosting a Golf Outing.

**Engineer's Report** – Andrew Kenworthy

**2023 Dauphin County Gaming Grant**

Mr. Kenworthy apprised the Board that he and Mr. Letavic have begun work on submitting a grant application for \$200,000 to the Dauphin County Gaming Grant for a new Fire Truck.

**Rt. 230 Sewer and Water Connection Update**

Mr. Kenworthy reported to the Board that paving continues in hopes of the project nearing completion.

**Paving on Swatara Creek Road to Iron Mine Road**

Mr. Hershey asked about the progress on paving from Swatara Creek Road up to Iron Mine Road. Mr. Kenworthy responded that the initial permits have been applied for with the intent to have bids ready in the winter of 2023 and the project completed in the spring of 2023.

**Solicitor's Report** – Mark Stewart – No report

**EMA Report** –

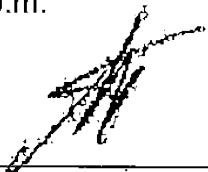
Mr. Hershey advised the Board that the Township's generator will soon have a wi-fi hookup.

**New Business** – None

**Old Business** – None

**Adjournment**

Ms. Dale motioned to adjourn the meeting. Seconded by Mr. Geyer. All in favor. Meeting adjourned at 9:03 p.m.



---

Secretary/fr