

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

August 7, 2023
7:00 p.m.

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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: 7:00 p.m.

Salute the Flag

Roll Call / Attendance - Members Present:

Mel Hershey, Vice Chair
Mike Geyer, Member
Ron Kopp, Member
Bart Shellenhamer, Member

Absent: Anna Dale, Chair

Present: Steve Letavic, Township Manager
Andy Brandt, Public Works Director
Monique Dykman, MS4 Specialist
Sam Risteff, Golf Course Manager
Mike Wood, P.E., Engineer
Andrew Kenworthy, P.E., Engineer
Jim Diamond, Esq., Solicitor

Attendees: See attached list for Residents/Guests in attendance

Citizens Input : None

Approval of Minutes – July 3, 2023 Board of Supervisors Regular Meeting minutes. Supervisor, Ron Kopp, Member, made the motion to approve the July 3, 2023 Board of Supervisors Regular Meeting minutes, Supervisor, Bart Shellenhamer, Member, seconded the motion.

Call for discussion: None

All in favor. Motion carried.

Manager's Report – Steve Letavic

Proposed Resolution 2023-14 Londonderry Twp. - Dauphin County Local Share Application

Steve Letavic, Township Manager, asked the Board to consider making a motion to approve Resolution 2023-14 supporting the submission of the Dauphin County Local Share Municipal Grant application for the purpose of applying for funds to use in the rehabilitation and realignment of Swatara Creek Road.

Supervisor Bart Shellenhamer, Member, made the motion to approve Resolution 2023-14. Supervisor Mike Geyer, Member, seconded the motion,

Call for discussion: Supervisor Ron Kopp, Member, asked if this was approving a dollar amount to be spent, Steve Letavic, Manager, indicated that it did not, it was just approving the Grant Application process.

All in favor. Motion carried.

Planning Commission Vacancy Appointment

Township Manager Steve Letavic asked the Board to appoint Dr. Deborah Weaver to fill the vacancy on the Planning Commission that was created by the resignation of Carolyn Stoner.

Supervisor Ron Kopp, Member, made the motion. It was seconded by Supervisor Bart Shellenhamer, Member.

Call for discussion: Mel Hershey, Vice Chair, indicated that Dr. Weaver has volunteered in other community areas such as Meals On Wheels, that she has lived in the Township for decades and that she will be a good fit for the Planning Commission.

All in favor. Motion carried.

Treasurer’s Report – Steve Letavic

Steve Letavic, Township Manager, asked the Board to make a motion to pay the bills as presented.

Payment of Invoices:

FUND	Checks written in July 2023 for Supervisor approval
General Fund	\$ 154,585.81
ME2 Fund	\$ 0.00
Capital Projects Fund	\$ 3,915.58
PennVest Fund	\$ 0.00
Golf Course	\$ 75,427.62
LVFC Capital Construction Fund	\$ 0.00
Debt Services	\$ 19,845.07
Liquid Fuels Fund	\$ 17,586.43
Escrow	\$ 11,045.60
Fire Company Fund	\$ 0.00
MS4 Fund	\$ 0.00
Paving Fund	\$ 0.00
Capital and Operating Fund	\$ 0.00
Total by when written	\$ 282,406.11

Supervisor Bart Shellenhamer, Member, made the motion to approve the payment of invoices as presented. Supervisor Ron Kopp, Member, seconded the motion, Supervisor Mike Geyer, Member, recused himself from the vote.

Call for discussion: None

All in favor. Motion carried.

Zoning/Codes – Michael Wood, P.E.

FR Park 283 Logistics Center, LLC Land Development Amendment

Mike Wood, P.E., Engineer, asked the Board to consider conditional approval of the Land Development Plan Amendment for FR Park 283 Logistics Center, LLC. with the conditions that were acceptable to the Township Engineer and Solicitor.

Supervisor Ron Kopp, Member, made the motion. It was seconded by Supervisor Bart Shellenhamer, Member.

Call for discussion: Mel Hershey, Vice Chair, asked if there would be access for emergency vehicles and fire suppression equipment in the east parking lot? Dave Tshudy, Attorney for FR Park 283 indicated that they would ensure that emergency access was available. Steve Letavic, Manager, asked if there was noise protection for the proposed outside trash compactors? Jim Knopka, Site Manager for FR Park 283 indicated that there is insulation to mitigate noise on the trash compactors. Supervisor Bart Shellenhamer, Member, asked when they were going to finalize the radio amplifier system testing in the building? Jim Knopka, Site Manager, indicated that they would finalize testing once inventory was in the building and the office area was constructed. Township Solicitor Susan Yocum, Esq. informed the Board that the Township is in the process of finalizing the post occupancy traffic impact study agreement with FR Parks' attorney, Dave Tshudy. The agreement has triggers in it that will create the need for a new traffic impact study if the traffic counts or shift counts increase by ten percent. Supervisor Ron Kopp, Member asked who monitors the trip counts? Susan Yocum, Esq., Township Solicitor indicated that the developer is responsible to monitor those counts. Supervisor Ron Kopp, Member, asked who pays for any newly required traffic impact study? Ms. Yocum, Esq., Township Solicitor, indicated that the agreement stipulates that the developer will pay for the study at their sole expense.

All in favor. Motion carried.

935 Thistle Road – Erony Property SWM Plan Financial Security Release

Mike Wood, P.E., Engineer, asked the Board to consider the release of financial security for the stormwater management improvements at 935 Thistle Road as all construction items have been completed and verified by HRG, Township Engineers.

Supervisor Bart Shellenhamer, Member made the motion to release the escrow for 935 Thistle Road. Supervisor Mike Geyer, Member, seconded the motion.

Call for discussion: None

All in favor. Motion carried.

2576 Brinser Road – Dennis Schmidt SWM Plan Financial Security Adjustment

Mike Wood, P.E., Engineer, asked the Board to consider the reduction of financial security for the Stormwater Management Application at 2576 Brinser Road as recommended by HRG Township Engineers. This would reduce the financial security from \$ 54,809.00 to \$ 21,185.00.

Supervisor Bart Shellenhamer, Member made the motion to release the financial security for the Stormwater Management Plan at 2576 Brinser Road, Supervisor Mike Geyer, Member, seconded the motion.

Call for discussion: None

All in favor. Motion carried.

Brinser Farm SWM Plan Financial Security Release

Mike Wood, P.E., Engineer asked the Board to consider the final release of financial security for the Stormwater Management Application known as Brinser Farm as all items have been completed and verified by HRG Township Engineers. This would release the final \$18,363.00 remaining in escrow .

Supervisor Bart Shellenhamer, Member, made the motion to release the financial security for Brinser Farm SWM plan, Supervisor Ron Kopp, Member, seconded the motion.

Call for discussion: None

All in favor. Motion carried.

Proposed Resolution 2023-15 – Proposed Resolution Authorizing to Adopt the Intergovernmental Business Partner Agreement with PennDOT

Mike Wood, P.E., Engineer asked the Board to approve proposed Resolution 2023-15 as presented which declares the intent to register Londonderry Township as a municipality through PennDOT's Engineering and Construction Management System in order to obtain an e-Permitting Business Partner ID.

Supervisor Ron Kopp, Member, made the motion to approve Proposed Resolution 2023-15 Authorizing to Adopt the Intergovernmental Business Partner Agreement with PennDOT, Supervisor Bart Shellenhamer, Member, seconded the motion.

Call for discussion: Steve Letavic, Township Manager, stated that this is a requirement to be registered in the Pa DOT system and used for grant administration.

All in favor. Motion carried.

Comprehensive Plan Meeting Update:

Mike Wood, P.E., Engineer, indicated that we had good public participation in the last comprehensive plan meeting and that HRG was compiling the information that was obtained during that meeting and will provide the Board with an update once that process is completed.

MS-4 Environmental Department – Monique Dykman

Monique Dykman provided the July Progress Report for Environmental MS4 Department

- Phase 4 & 5 for the expansion of the Conewago placeholder – report from Shawn Fabian, HRG
- Hosted workshop at Sunset Golf Course with PACD and Alliance for the Chesapeake Bay, about meadows, and used Sunset Meadows as examples of successful meadows
- Performed Buffer Maintenance on Swatara Creek Buffers
- Attended TCCCA, WREP and event planning meetings
- Received proposals for Comprehensive Park and Recreation Plan

Public Works Report – Andy Brandt

Andy Brandt presented the July report for Public Works Department 06-18 to 07-22-2023

- Weekly: truck & equipment checks, Toolbox Safety talks, mow Township properties
- Bi-weekly: road checks
- Foxianna Rd: hauled, graded & compacted fill to raise road grade, excavated for & placed rip rap at EW & HW
- Crew attended Safety webinar
- Mowed roadsides
- Truck and equipment maintenance, as needed
- Truck 5 to Greiner Industries to repair broken hoist bracket
- Replaced burned out light bulbs in PWB
- Replaced damaged street signs
- Removed downed tree limbs from roads
- Cleaned debris from roads after storms
- Trimmed brush from STOP sign on Sand Hill Rd @ Steinruck Rd
- Repaired washout @ 1755 Zion Rd
- Andy met w/HRG on London Ave to discuss paving issues

- Hauled grass from compost yard to dump
- Paving repairs on S Geyers Church Rd @ Hillsdale Rd, Foxianna Rd @ Felker Rd, Krepps Rd
- Cleaned out end bay @ PWB and installed pallet racks
- Trimmed trees on Foxianna Rd
- Placed thermo plastic STOP bars on Sand Hill Rd & Steinruck Rd at Round Top Rd
- Painted lines on Twp. roads with contractor
- Cleaned out chemical bay to park equipment inside
- Put grass seed & fertilizer from chemical bay to golf course maintenance shop
- Cleaned gutter on Beagle Rd
- Repaired pot holes on Beagle Rd
- Started to install "No Trucks" signs as per HRG study

Monthly Planner

- Weekly: truck & equipment checks, Toolbox Safety talks, mow Township properties
- Bi-weekly: road checks
- Foxianna Rd: place millings after paving, place, grade topsoil & seed road banks
- Install "No Truck" signs as per HRG study
- Repair walls on S Hertzler Rd box culvert
- Paving repairs on N Hertzler Rd
- Roadside mowing

Golf Course and Bar & Grill Report – Sam Risteff

Golf Course Manager Sam Risteff provided the operating results for the month of July.

Engineer's Report –Mike Wood, P.E.

Mike Wood, P.E., Engineer provided an update on the sewer project in the Route 230 Corridor. He indicated that connection letters are forthcoming and that many residents have already begun the process of making connections to the sewer line. He also reviewed the information provided to residents relative to financing options for making first time connections. Those two programs are the PennVest and USDA loan and grant programs.

Mike Wood, P.E., Engineer, also discussed that we are in the process of working with McNaughton homes to make the necessary repairs to London Avenue as the road work that was completed did not meet the PennDOT specifications in our Ordinance and will need to be corrected. Specifically, there will need to be a guy wire relocated and the paving will need to be reinstalled per specifications.

Mike Wood, P.E., Engineer, discussed the timing and scope of the Swatara Creek Road rehabilitation project. Township Manager, Steve Letavic stated that we will have to pick which items are going to be completed because the entire project costs exceed available funding the recommendation was to complete the underdrainage with available funds and then determine what if anything else would be within budget. This project is expected to be advertised for bidding in the third quarter of this year.

Solicitor's Report – Susan Yocum, Esq.

Susan Yocum, Esq., Solicitor informed the Board that there will be Ordinance updates forthcoming for long- and short-term rentals, solar panels and self-storage units. There will be Zoning Ordinance updates that apply to these as well and she recommended completing the Ordinance updates and zoning updates simultaneously.

EMA Report – Mel Hershey, Vice Chairman

Vice Chair Mel Hershey indicated that he is filling in for Les Gilbert while he recovers from some medical issues. Mr. Hershey further stated that he is working on a replacement for Mr. Gilbert as Lester is resigning at the end of August.

New Business:

Mel Hershey, Vice Chair, talked about the TMI Golf outing to benefit the Londonderry Volunteer Fire Company. Supervisor Bart Shellenhamer, Member and Fire Chief, indicated that it was a successful outing and raised approximately \$40,000.00 for the Fire Company. Mr. Shellenhamer also indicated that there were three major sponsors (Constellation Energy, TMI 2 Solutions, Jingoli) and that even though Constellation was closing Unit One they had budgeted to participate for the next five years.

Supervisor Bart Shellenhamer, Member and Vice Chair Mel Hershey both discussed the replacement of the flag pole at the Fire House that was an Eagle Scout project completed by Leo Nissley. The Boy Scouts worked extremely hard, mixing concrete by hand to complete this project. There were donations of concrete and stone to help make the project a success.

Old Business Supervisor Bart Shellenhamer, Member, Supervisor Bart Shellenhamer, Member, asked Public Works Director Andy Brandt to reach out to PA DOT to see if there could be a way they could trim back some of the trees along Route 441 between the two gates at TMI. Mr. Shellenhamer indicated that they are in bad shape and when we experience storms the limbs and trees come down

resulting in fire calls. Mr. Brandt indicated he will reach out to his PennDOT contact on this matter.

Supervisor Bart Shellenhamer, Member, also asked if the Township could do some mowing at the old 230 Diner property to ensure that it does not become a dumping ground again. Public Works Director Andy Brandt indicated they would do some mowing in that area. Mr. Shellenhamer asked if the diner was for sale and did anyone buy it? Manager Letavic indicated he would reach out to DCED on this matter as it is currently under conservatorship.

Supervisor Bart Shellenhamer, Member, asked if the Township could consider a round about installation at the corner of Schoolhouse and Colebrook road due to truck traffic and accidents. Mr. Brandt indicated that he hoped the installation of flashing lights in that area would reduce the number of accidents at the intersection.

Regular Meeting Adjournment

Supervisor Bart Shellenhamer, Member, made the motion to adjourn, seconded by Supervisor Mike Geyer, Member. Meeting adjourned at 8:47 p.m.

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"

An Executive Session was held to discuss a legal matter. Mel Hershey, Vice Chair had concerns over who authorized the change order for the work on Foxianna Road. Steve Letavic, Manager, indicated that he had authorized the change order based upon the Township ordinance.

Township Manager Steve Letavic, tendered his resignation during the Executive Session due to health issues.

Supervisor Bart Shellenhamer, Member, made the motion to adjourn the Executive Session at 9:15 p.m., Supervisor Mike Geyer, Member, seconded the motion, The Executive Session was adjourned.



Secretary/fr