

**LONDONDERRY TOWNSHIP BOARD OF SUPERVISORS**  
**Regular Meeting Minutes**  
**February 1, 2021**  
**7:00 P.M.**

The Londonderry Township Board of Supervisors held their regularly scheduled meeting on Monday February 1, 2021 via Zoom Telecommunications.

**Present:** Ron Kopp, Vice-Chair  
Anna Dale, Member  
Mel Hershey, Member  
Steve Letavic, Township Manager  
Monique Dykman, MS4 Env. Specialist  
Andrew Kenworthy, Engineer  
Mark Stewart, Solicitor

**Absent:** Bart Shellenhamer, Chair  
Mike Geyer, Member  
Jeff Burkhart, Code/Zoning Officer  
Andy Brandt, Public Works Director  
Les Gilbert, Director EMA  
Sam Risteff Golf Course Manager

**Call to Order: 7:00 p.m.**

**Salute the Flag**

**REGULAR MEETING:**

**Citizens Input - None**

**Approval of Minutes** – January 20, 2021 Public Hearing and Work Session minutes

Ms. Dale made a motion to approve the January 20, 2021 Board of Supervisors' Public Hearing and Work Session minutes with noted correction on Page 4 striking Deodate Road and replacing it with Swatara Creek Road . Seconded by Mr. Hershey.

Discussion: None.

All in favor. Minutes approved.

**Manager's Report** – Steve Letavic

**Resolution 2021-05 – Authorization of Application to PA Municipal Assistance Program**

Mr. Letavic presented Resolution 2021-05 for the Londonderry Township's approval which states that Londonderry Township will be undertaking a project to administer the floodplain management regulations as found in the Londonderry Township Book of Ordinances

Chapter 27 Part 15 Floodplain Development intended to promote the general health, welfare, and safety of the community, minimizing danger to the public health by protecting the waters of the Commonwealth and complying with federal and state floodplain management requirements.

Mr. Hershey motioned to approve Resolution 2021-05. Seconded by Ms. Dale.

**Call for Discussion:** A question was presented by Mr. Kopp if the amount is predetermined and guaranteed that the Township will receive it. Mr. Letavic noted it is predetermined that you can apply for 50% of the cost for reimbursement, but it is not a guarantee.

All in favor. Motion approved.

### **Resolution 2021-06 – Authorization for the Lease of a Ford F550 Dump Truck**

Mr. Letavic presented Resolution 2021-06 for the Londonderry Township's approval for a Lease Purchase of a Ford F550 Dump truck for the Public Works Department. Total cost for the truck is \$84,980 with a 5-year lease and annual payment of \$18,381.74. The cost would be funded by the Liquid Fuels Fund which is allowed per statute.

Ms. Dale motioned to approved Resolution 2021-05 for the Township to lease purchase a Ford F550 Dump truck. Seconded by Mr. Hershey.

**Call for Discussion:** Mr. Hershey questioned if the lease for the truck is a buyout at the end of the five years, and if the truck is outfitted with a dump bed. Mr. Letavic confirmed it is a buyout and noted it was outfitted. The Township will add a plow along with salt gear. Anticipated delivery will most likely be outfitted for next year with the hopes of receiving it sooner.

All in favor. Motion approved.

### **Resolution 2021-07 – Authorization of Submission of Financial Application to PennVest**

Mr. Letavic presented Resolution 2021-07 to the Board of Supervisors of Londonderry Township for approval authorizing the submission of a financial assistance application to the Pennsylvania Infrastructure Investment Authority (PENNVEST) for the construction cost of the sewer line in Londonderry Estates.

Mr. Hershey motioned to approved Resolution 2021-07. Seconded by Ms. Dale.

**Call for Discussion:** Questions were asked by the Board if this application was above the funding the Township already received, and also if the loan was fixed. Mr. Letavic and Mr. Kenworthy, HRG, noted that the grant monies were already received for the project, and it would be considered a fixed-rate loan.

All in favor. Motion approved.

**230 Water and Sewer:**

Mr. Letavic updated the Board on the status of the water and sewer line in the 230 Corridor. Specifically, that the installation of these lines is expected to begin in February of this year and conclude in March of 2022.

**Discussion:** The Board questioned if permits and approvals were received. Mr. Kenworthy noted the approvals and permits are good, and a preconstruction meeting was held.

**Sunset Trail:**

Mr. Letavic informed the Board the Township expects the project to begin in February and conclude in May of 2021.

**Discussion:** The Board discussed the design and master plan for the trail. The project is being entirely funded by grant dollars. Mr. Letavic is communicating with Georgia Goodman from the Rugby Club and she will be attending next month's meeting along with updates on their plan with their next phase of construction for the Rugby field.

**Londonderry Estates Sewer:**

Mr. Letavic informed the Board that the Township expects the project to begin in July 2021 and conclude in July of 2022. The project is on schedule pending the weather. A gaming grant application is submitted for \$140,000 to help offset the cost, and the Township expects to know the outcome soon.

**Discussion:** Mr. Kopp noted the residents are pleased. Mr. Letavic believes the majority of the community are happy with the Township's response to the project. Mr. Hershey questioned the possibility of a water line and noted the benefits it could be for the Fire Company. Mr. Letavic and Mr. Kenworthy noted there was not enough expressed interest to make it economically affordable to the residents. Mr. Letavic asked the Board if they would like HRG and the Township to check on the costs for funding. The Board noted it would not be financially feasible at this time for extending the water line, and grant funding would be needed. Mr. Letavic will keep watch for any possible funding and will apply for it. The Board questioned the water quality and any possible well failures. Mr. Kenworthy noted the residents are able to use their wells at this time. Mr. Letavic concurred it could have been more economical to have the water and sewer projects done at the same time.

**Lauffer Road Bridge:**

Mr. Letavic informed the Board that the Lauffer Road Bridge project is expected to begin in June 2021 and conclude in November of 2021. Depending on weather, it may not be completed until spring of 2022. The Township is part of the Bridge Bundling Program with the County and will save 60% of the project that residents will not be responsible for. Mr. Hershey commented that bundling with the county was a great program and saved many dollars. Mr. Letavic commended the County Commissioners with their vision and HRG for their planning which has allowed the Township to keep bridges open and safe while saving tax dollars to the residents. Mr. Kenworthy noted access will remain while the new bridge is being constructed.

**Sunset Park Opening:**

Mr. Letavic updated the Board on the plans to reopen Sunset Park this year to include pavilion rentals. Based on CDC Guidelines, parks will be used at “Your Own Risk” and will be posted. Mr. Brandt will have installation of signs and kiosks in place. Mr. Letavic reached out to LAA and they will be starting their ball season. Extra ADA and standard port-a-pots will be placed near the ball fields. Parks will be open as soon as weather permits. Mr. Hershey will inform Mr. Letavic about the Bocce Ball players once he gets a response from them.

**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 January for Supervisor approval</b>
General Fund	\$ 197,098.17
ME2 Fund	\$ 0.00
Capital Projects Fund	\$ 0.00
PennVest Fund	\$ 0.00
Golf Course	\$ 21,880.72
LVFC	\$ 0.00
Debt Services	\$ 16,017.57
Liquid Fuels	\$ 96,534.58
Escrow	\$ 2,695.93
<b>Total by when written</b>	<b>\$ 334,226.97</b>

Ms. Dale motioned to approved the bills for the month of January as presented. Seconded by Mr. Hershey.

**Call for Discussion:** None

All in favor. Motion approved.

**Zoning/Codes** – Jeff Burkhart

Nothing to report.

**MS-4 Environmental Department** – Monique Dykman

Progress Report for Environmental MS4 Department February

- Resubmit CFA Grant to DCED to meet eligibility requirements
- MS4 Website updates are live! Story Map is posted.
- Became a Notary, officially (seeking online process)
- Began approaching farmers with Penn State's Grant opportunity
- Possibility of 4 tree plantings this Spring in conjunction with Penn State

Ms. Dykman commented that she would be speaking at the MS4 Quorum on the Conewago Restoration Project specialized to South Central Pennsylvania. Mr. Letavic commended Ms. Dykman and noted it is great recognition for the Township's MS4 Program.

**Public Works Report** – Andy Brandt (absent)

**Progress Report for Public Works Department 12-20-2020 to 1-23-2021**

Week of 12-20-2020:

- Road checks, truck & equipment pm checks
- Removed plows & tire chains from trucks, washed trucks
- Removed snow from catch basins before rain storm
- Repaired snow fence
- Closed & opened roads due to flooding (Christmas morning)
- Salted roads due to icy conditions (Christmas night)
- Removed downed tree on Water St (day after Christmas)

Week of 12-27-2020:

- Truck & equipment pm checks
- Picked up barricades that were used to close roads due to flooding
- Removed low hanging tree limbs on S Geyers Church Rd and on Swatara Creek Rd
- Had 4 new tires mounted on 2 small dump trucks
- Unloaded salt & rinsed off trucks
- Replaced missing bolt on truck 4 muffler
- Picked up 1 load of cold patch and patched pot holes on Swatara Creek Rd

Week of 01-03-2021:

- Salted icy spots on roads
- Unloaded salt & rinsed off trucks
- Picked up small tractor & riding mower from Deere Country
- Serviced large tractor
- Andy talked to Amazon about truck traffic on S Deodate Rd (01-05-2021)
- Placed "No Tractor Trailers on S Deodate Rd" sign on E Harrisburg Pk.
- Placed plywood over open door on 230 Diner (01-06-2021)
- Truck 6 to Harrisburg truck garage for warranty work
- Sorted rock behind driving range
- Painted over graffiti on 230 Diner (01-08-2021)
- Installed delineators to mark traffic signal boxes along Vine St & the on/off ramps of Rt 283

Week of 01-10-2021:

- Truck & equipment pm checks
- Road checks
- Jeff worked on golf course
- Andy & Matt worked on rules to open Park. Ordered supplies to open Park
- Cold patched pot holes
- Replaced street signs
- Boom mowed roadsides

### **Monthly Planner**

- Weekly truck & equipment checks
- Service and repair trucks & equipment, as needed
- Weekly road checks
- Replace/repair street signs, as needed
- Winter road maintenance

### **Golf Course and Bar & Grill Report** - Sam Risteff (absent)

Mr. Letavic noted a very successful year in 2020 and anticipates operationally the Golf Course remaining the same in 2021. A plan was developed from a marketing standpoint with a revamped course which attracted outside players. Mr. Letavic commended Mr. Risteff and his crew for an outstanding job and keeping the course nice.

### **Engineer's Report** – Andrew Kenworthy

Information was covered in the Manager's report. No additional information.

### **Solicitor's Report** – Mark Stewart

Nothing to report.

### **EMA Report** – Les Gilbert (absent)

Nothing to report.

### **New Business** - None

**Old Business** – Ms. Dale noted the door was open on the west side of 230 Diner. Mr. Letavic was aware and will take the appropriate steps to make sure it is secure. The Zoning and Codes are informed and will be taking appropriate actions as well.

**Executive Session** – No

**Adjournment**

Ms. Dale motioned to adjourn the meeting. Seconded by Mr. Hershey. All in favor.  
Meeting adjourned 7:54 p.m.

A handwritten signature in black ink, appearing to be 'db', is written above a horizontal line.

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Secretary/db