

LONDONDERRY TOWNSHIP BOARD OF SUPERVISORS

Regular Meeting Minutes

February 3, 2020

7:00 P.M.

The Londonderry Township Board of Supervisors held their regularly scheduled meeting on Monday, February 3, 2020, at the Londonderry Township Municipal Building, 783 S. Geyers Church Road, Middletown, Pennsylvania, beginning at 7:00 P.M.

Present: Mike Geyer, Chair
Bart Shellenhamer, Vice-Chair
Mel Hershey, Member
Ron Kopp, Member
Anna Dale, Member
Steve Letavic, Township Manager
Andrew Kenworthy, Engineer
Jim Diamond, Solicitor
Jeff Burkhart, Zoning Officer
Andy Brandt, Public Works Director
Monique Dykman, MS4
Les Gilbert, EMA

Attendees: Laura Hayes
Steve Winters
Steve Wisniewski
David Tshudy
Joe Sheehan
Jay and Sara Meyer
John and Pattie Blair
Laura Kurtz
Louise Gantz
Gary Carlson

Call to Order

Salute to Flag

Citizens Input: None

Approval of Minutes – Moved by Ms. Dale, Seconded by Mr. Shellenhamer. The minutes of January 6, 2020 be approved as presented. Motion approved.

NOTE: No Work Session was held for January 22, 2020.

Manager's Report – Steve Letavic

Capital Projects Line of Credit – Mr. Letavic recommended to the board to consider a motion to enact Ordinance No. 2020-01 for the issuance of a general obligation note in the maximum amount of \$3,000,000 to provide interim financing for capital projects of the Township while awaiting grant reimbursements from state agencies.

Laura, Representative from Eckert and Seaman's, presented information regarding the request and recommended that the board authorize the proposal. Role call was requested with consideration of the ordinance.

Call for Discussion: Several questions were asked and answers were provided to the Board of Supervisors before the vote.

Motion was made to approve the 2020-01 Ordinance by Mr. Kopp, seconded by Mr. Shellenhamer.

Roll Call Vote: Mr. Kopp – Yes, Ms. Dale – Yes, Mr. Geyer – Yes,
Mr. Hershey – Yes, Mr. Shellenhamer – Yes

Motion approved.

Volunteer Fire Company Charity Golf Tournament – Mr. Letavic received information that the date and sponsors have been confirmed for the charity tournament. The dates will be July 30th and 31st. The sponsors are Jim Goule and First Energy Solutions.

Penn Vest Application – Received approval for Londonderry Estates Sewer Project for design and permitting. The loan amount is \$283,700 and the Grant amount is \$108,300. Once it is designed, a follow-up application with Penn Vest will be filed. An H2O Grant is in process and the Township hopes to hear a decision in April. Mr. Letavic has been working with elected officials regarding the loan requests. A February 21st meeting is scheduled with residents of Londonderry Estates and the engineers with a more detailed plan.

Treasurer's Report

Board Chair, Mr. Geyer requested approval to pay the following expenditures for the month of January:

General Fund	\$163,633.17
Golf Course	31,692.53
Liquid Fuels	109,325.78 (DCIB annual pymt \$94K, Salt \$13K)
Escrow	-0-
LVFC	-0-
Debt Service	13,313.78
Total	\$ 317,965.26

Moved by Ms. Dale, seconded by Mr. Hershey to pay the January 2020 expenditures as presented. Motion carried.

Zoning and Codes – Mr. Jeff Burkhart reported:

- a. **“Summer Sizzler”**– Mr. Burkhart reviewed some of the details of the “Summer Sizzler” 10 mile foot race which is similar to the 5K in travelling around back roads in the township. Gravel Hill UMC is asking to consider to allow temporary closure of portions of the Township’s roadways within the route on June 27, 2020 beginning at 9:00 a.m. The race begins and ends at the Hershey Vineyards and will have an expected attendance of 100-150 participants. The request from Gravel Hill UMC and additional information (maps, street names, etc.) has been provided in the packets. They have approval to run through the State Game Lands.

Call for Discussion: The main concern is the event would be held the same day as the Stars and Stripes event. Concerns were made about having enough Fire Police to cover the state road portion of the run.

Mr. Shellenhamer has other questions that he will address with Gravel Hill UMC. Mr. Burkhart will also make them aware of the verbal concerns raised during this meeting.

- b. **5001 Beagle Road** – Mr. Burkhart requested consideration be made to release remaining Financial Security for completed SWM Improvements at 5001 Beagle Road in the amount of \$16,152.50. The landowner has completed the installation of the SWM improvements, driveway and seeding per the plan design, and HRG has visited the site and verified installation of these items.

Board Chair, Mr. Geyer asked for a motion to approve the release of the remaining Financial Security for completed SWM improvements. Moved by Mr. Shellenhamer, seconded by Ms. Dale. Motion carried.

- c. **4443 Woodcrest Drive** – Mr. Burkhart requested consideration be made to release the remaining Financial Security for completed SWM improvements at 4443 Woodcrest Drive in the amount of \$500.00. The landowner has completed installation of the SWM improvements related to the construction of a swimming pool. Both HRG and Township staff have visited the site and verified installation of these items.

Motioned by Mr. Kopp to release the remaining security of \$500. Seconded by Mr. Hershey. Motion approved.

Mr. Burkhart asked if any further questions. Further discussion was made on the Rte. 230 Diner and the vacant property at 2024 Miller Rd. Mr. Burkhart stated they are continuing to monitor the properties.

MS 4 Environmental Department – Ms. Monique Dykman reported:

- a. The MS4 Department has committed to ESRI GIS software. This will make collecting data more meaningful, and create a more efficient way to track data. The software will also benefit Public Works, and with the communication between the two departments.
- b. The meadow grasses to be planted at Sunset Park and the Golf Course consisting of 5 acres are moving along well. The Township will receive a check for \$10,000 to complete the project. Mr. Risteff is looking into the necessary machinery and determining what seed mixes will be needed for planting.
- c. The Conewago pre-permit application meeting went very well with DEP and Army Corps of Engineers. They are both on board with the project. The application will be submitted once it is finalized.
- d. The NFWF Grant wrapped up very successfully. The study is a byproduct of the grant which produced plans for restoration. The study is a look on how to join forces with other municipalities. See Case Study. Township Manager, Mr. Letavic stated the project will meet the PRP Reduction Plan. The Township is looking for direction from DEP. Excess credits will be available that can be shared with other municipalities.
- e. Ms. Dykman attended a workshop on Cover Crops, and she attended the Chesapeake Bay Landscaping Professional training. She is also in the process of looking to hire a part-time intern for the spring. All is going well with the tree planting for the 50th Anniversary Birthday.

Public Works Department – Mr. Andy Brandt reported:

- a. Commented on work completed in December (see report).
- b. All public works people are now certified flaggers for the next 2 years as required by law.
- c. PennDOT installed two signs to prevent trucks on back roads.
- d. Mr. Brandt, Ms. Dykman and Mr. Templin attended a low-volume dirt road certification program. Mr. Brandt will be applying for a grant to replace a pipe on Foxianna Road to cover the cost of the project designed by HRG.
- e. Property is being damaged in Londonderry Township from 4WD trucks driving off the road edge and causing muddy ruts along the road shoulders and roadways.

Chairman, Mr. Geyer, recommended looking into placing an ad in the paper as far as a legal recourse. It's illegal, a destruction of property, and causing problems for MS4.

- f. The compost yard waste/grasses are being moved behind the Salt Shed at the Public Works Department. Brush should be taken to Zeagers Mulch.

Golf Course Report – No report.

Engineer's Report – Mr. Andrew Kenworthy reported:

- a. Executive Summary Provided - Update on three projects. 1) Route 230 Sewer looking for permits and approvals this year and final design by the end of the year, 2) construction bidding for the start next spring. The Londonderry Estates Penn Vest funding is approved, anticipating the design completion by the end of the year. At the end of the year, will look for construction funding. 3) Begin the construction in the spring and summer of 2021; looking to complete installation and start connecting houses in the summer/fall of 2022.
- b. Sunset Park Trail is grant funded - CFA and DCNR. There are two phases. Currently starting Phase 2 and funding is in place. Included will be the trail, a self-composting toilet, ADA requirements along with signage and benches. Design is beginning now, and construction will begin as soon as they get the design finalized and receive acceptable contractor bid proposals.

Solicitor's Report – Jim Diamond, Esquire, reviewed the Sewer agreement with DTMA. The agreement is approved by DTMA. The developers are in agreement. After review of the agreement, Mr. Diamond believes it is in the best interest of the Township. After questions and discussions with the board, Mr. Shellenhamer motioned to approve and authorize the execution of the cost sharing agreement among the developers. Seconded by Ms. Dale. Motion carried.

EMA Report – Mr. Gilbert stated there will not be any radiological drills. They will be weather related. He received an email about an anticipated drill in 2021 which will be handled through the county. He signed up and committed to participate in the exercise scheduled on April 17, 2021, which will last approximately 6 hours.

New Business – PennDOT will be replacing pipe on Deodate into Conewago Township beginning February 10th through March 6th. The signs will be placed at Rte 230 and Colebrook. The Township will be notified every day.

Old Business – None.

Executive Session- None

Adjournment -

Moved by Ms. Dale, seconded by Mr. Hershey. The meeting adjourned at 8:12 p.m.

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

Secretary

db