

**Londonderry Township Board of Supervisors  
Re-organizational / Regular Meeting**

**AGENDA**

(Subject to Change)

**January 02, 2024**

**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: 7:00 p.m.**

**Salute the Flag**

**RE-ORGANIZATION:**

Temporary Chair : Bart Shellenhamer

Chair – Bart Shellenhamer

Chair's Bond Amount - \$500,000.00

Vice Chair – Ron Kopp

Manager – Steve Letavic

Secretary – Mike Geyer

Secretary's Bond Amount - \$500,000.00

Treasurer – Mike Geyer / Assistant Secretary – Brian Marchuk

Board of Supervisors Bond Amounts - \$500,000 per authorized check signer. Ronald Kopp and Anna Dale

Legal Counsel – Eckert Seamans / Jim Diamond, Esq.

Auditors – Musser Hamilton/ Nicholas Shearer

Engineers – HRG / Andrew Kenworthy, P.E.

Alternate Engineers – Associated Building Inspections, Inc.

Vacancy Board Chairman – Irv Turpin

Fire Marshall – State Police

Emergency Management Agency Coordinator – Bart Shellenhamer

Planning Commission -- Ruth Jilka, Alternate Member

Zoning Hearing Board – Kevin Little, Member

Joe Sheehan, Member

George Studenroth, Alternate Member

Zoning Solicitor – Stan Laskowski, Esq.

BCO /Zoning Officer – Jackie Wilburn/Mike Wood, P.E.

Codes Officer: Ed Kazlauskas

SEO – Tim Wargo, Hoover Engineering

Alternate SEO – HRG

Right-To-Know Officer – Steve Letavic

Assistant Right-To-Know Officer – Ed Kazlauskas

CAPCOG – Anna Dale

CAPCOG Alternate – Bart Shellenhamer

Communities That Care – Mike Geyer

PSATS Participation & Voting Delegate – Anna Dale

Depository: Truist Bank – General Fund

Mid Penn Bank – General Fund, Golf Course, Liquid Fuels, Debt Service, Capital  
Projects, LVFC Capital Construction, PennVest, ME2 and Escrow

## **REGULAR MEETING:**

### **Citizens Input**

**Approval of Minutes** - December 06, 2023 Regular Meeting Minutes  
December 19, 2023 Work Session Minutes

### **Manager's Report** - Steve Letavic

Resolution 2024-01 – Fee Schedule for 2024

Resolution 2024-02 – Mileage Reimbursement

Resolution 2024-03 – Changes to Authorized Check Signatories on Township Owned Bank Accounts

Name Brian Marchuck – Chief Administrative Officer for Pension Plan

2024 Meeting Dates - Approval

2024 Holiday Schedule – Approval

Formal requests to PennDOT to complete safety evaluations

Potential Engagement of Independent Auditor

### **Treasurer's Report** - Steve Letavic

Payment of Invoices

### **Codes & Zoning Report** – Mike Wood, P.E.

Consider release of Improvement Guarantee – 2888 East Harrisburg Pike (Vermeer)

Final Subdivision Plan for Rekah Tolani, LLC

### **MS4 Environmental Department** – Monique Dykman

Report from the MS4 Department

Conewago Creek Project Stage 4 Proposal

### **Public Works Report** - Andy Brandt

Report for the month of December and plans for January 2024

C.M. High, Inc. Traffic Light Maintenance Proposal

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

### **Engineer's Report** - Andrew Kenworthy, P.E.

### **Solicitor's Report** – Jim Diamond, Esq.

Proposed Zoning Ordinance Text Amendment, as drafted by the Planning Commission, regarding mobile homes, short term rentals, bed and breakfast uses and related items for advertisement, notice, referral to Tri-County Planning Commission, and scheduling of hearing and public meeting.

Proposed Ordinance for new Chapter 11 relating to the comprehensive regulation, licensing and inspections of rental housing, for advertisement and notice.

Motion to have "draft" copies of the proposed ordinances relating to posted for public information on the Township website;

Proposed Zoning Ordinance Text Amendment, as drafted by the Planning Commission, regarding self-storage uses for advertisement, notice, referral to Tri-County Planning Commission, and scheduling of hearing public meeting.

Proposed Zoning Ordinance Text Amendment regarding addition of buffer yard requirement for large residential or mixed-use developments and to make certain clarifications regarding buffer yards generally for advertisement, notice, referral to Township and County Planning Commissions, and scheduling of hearing public meeting.

Amendment to Steve Letavic Employment Agreement

**EMA Report** – Bart Shellenhamer

**New Business**

**Old Business**

**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**