

LONDONDERRY TOWNSHIP BOARD OF SUPERVISORS
Regular Meeting Minutes
March 4, 2019
7:00 P.M.

The Londonderry Township Board of Supervisors held their regularly scheduled meeting on Monday, March 4, 2019 at the Londonderry Township Municipal Building, 783 S. Geysers Church Road, Middletown, Pennsylvania, beginning at 7:00 P.M.

Present: Anna Dale, Chair
Mel Hershey, Member
Ron Kopp, Member
Bart Shellenhamer, Member
Steve Letavic, Township Manager
Jeff Burkhart, Code/Zoning Officer
Andy Brandt, Public Works Director
Mark Stewart, Solicitor
Andrew Kenworthy, Engineer
Monique Dykman, MS4
Kathy Murtorff, Admin.

Absent: Mike Geyer, Vice Chair
Sam Risteff, Golf Course Superintendent
Les Gilbert, EMA Director

Attendees: Steve Winters
Steve Wisniewski
Gary Carlson
Laura Hayes

Call to order

Salute the Flag

Citizens Input – None

Approval of Minutes – February 4, 2019

Moved by Shellenhamer, seconded by Hershey the minutes of February 4, 2019 be approved. Motion carried. February 4, 2019 minutes correction - section on Lebanon Valley VA Check Presentation – Stars and Stripes event “held in July” - corrected to “ held in June”.

Manager’s Report – Steve Letavic

Mr. Letavic introduced 2 guests from the Harrisburg Rugby Club. Ms. Julia George and Ms. Georgia Goodman provided an update to the Board on the construction of the Rugby Field at Sunset Park. They expressed their appreciation to the Board in partnering with the Township on this project. They informed the Board that a groundbreaking ceremony took place in November and that the piece of land being constructed will include flat athletic

fields, walkways, bleachers and eventually a clubhouse and community meeting space. When not in use, the fields will be open to other sports such as soccer and lacrosse. Ms. George added that once finished, the fields will provide great recreational space. They concluded by saying they are actively fundraising for the project and were recently awarded a Gaming Grant in the amount \$25,000.00.

Updates:

537 Plan - Mr. Letavic reported that he and Mr. Josh Fox from HRG held an informational meeting with the residents of Woodcrest Drive relative to the sewer in that area. Mr. Fox explained to the residents what the project may look like and what upfront costs, if any, to the homeowners. He also provided a better understanding of what the residents can expect moving forward. The next meeting is planned for April when more direction can be provided on this project. Mr. Letavic said it was a good meeting. He reminded the residents to call with any questions they may have between meetings.

CFA Grant – Mr. Letavic updated the Board with regard to the Sunset Park Trail project. Mr. Letavic and Mr. Chris Curci from HRG met with representatives from DCNR and laid out the draft master plan for the trail. Based on comments and concerns with the draft master plan, Mr. Curci will revise the plan and another meeting will take place before submitting the application.

Growing Greener Grants - Mr. Letavic informed the board that he met with Mr. Matt Vedano from HRG and Mr. Reid Garner from LandStudies to finalize the grant applications and to answer DEP's questions regarding the grants. These grants apply to the watershed restoration in the Conewago Creek. A meeting with DEP is planned for March to finalize the approach.

Informational Items:

Clean Jobs for PA - Mr. Letavic reported that he is working diligently with this group and legislators to find a solution to level the playing field for TMI becoming more competitive in the energy market. He also mentioned that he interviewed with both WITF and PCN on this topic and will inform the Board when the interviews come out.

Penn State - Mr. Letavic attended a meeting with Penn State regarding the partnerships that have been formed with our MS4 program and various other groups. Plans are being discussed for different projects for the township this year such as buffer planting, stream improvements, and possible stream fencing. Discussions were made on how to connect with our local farmers relative to best management practices and projects and relative to manure management planning. Monique plans to become certified in manure management planning during the summer, thus being able to offer this service to our farmers.

Grant Funding –Mr. Letavic communicated to the Board that the Township was recently awarded 2 grants - 1 from tourism and 1 from gaming. The tourism grant will be used for various programs partnering with the Winery and Brewery of Hershey and for some of our own programs. The gaming grant will be used to offset the cost for replacing the Lauffer Bridge.

Accountant – Mr. Letavic shared with the Board that Ms. Amanda Brussel will be leaving her position as Township Accountant and that he has been meeting with members of ZA to find a replacement and training.

PA Park & Recreation Society Annual Conference – Mr. Letavic informed the Board that the Township has been asked to present at this conference in April on green infrastructure and MS4 program – specifically how we put the program together, initiatives being undertaken, and how we continue to find motivation and people to work together.

The work session scheduled for Wednesday, February 20, 2019 was cancelled.

Treasurer’s Report – Steve Letavic

The Chair requested approval to pay the following expenditures for the month of February:

| | |
|--------------|---------------------|
| General Fund | \$ 144,415.67 |
| Golf Course | \$ 33,518.40 |
| Liquid Fuels | \$ 21,924.09 |
| Escrow | \$ -0- |
| LVFC | \$ -0- |
| Debt Service | <u>\$ 16,000.47</u> |
| Total | \$ 215,858.63 |

Moved by Shellenhamer, seconded by Kopp payment of the bills for February be approved as presented. Motion carried.

Zoning/Codes – Jeff Burkhart

Mr. Burkhart presented the Board with a Building and Zoning report comparing years 2017 and 2018. Mr. Burkhart noted that the construction of the Penn State Medical Center added to the larger 2018 intake of building fees and building permits. He also noted that a six month occupancy certificate had been granted for this project. Mr. Burkhart also informed the Board that permits are being issued at a steady pace – most for solar panel and emergency generator installations.

MS-4 Environmental Department – Mr. Letavic introduced Ms. Monique Dykman, the Township’s new MS4 Coordinator to the Board. Ms. Dykman informed the Board that she is quickly learning a lot, making connections within the industry and is excited to be working at Londonderry Township.

Londonderry Township Board of Supervisors
Regular Meeting
March 4, 2019
Page Four

Public Works Department – Andy Brandt

Mr. Brandt presented a report of work done in the month of February and discussed work planned for the month of March. Mr. Brandt provided the Board a copy of a Proclamation which would recognize April 2019 as Pennsylvania 811 Safe Digging month and asked the Board to make a move to accept the Proclamation as presented. Motion made by Shellenhamer, seconded by Hershey. Motion carried.

Golf Course and Bar & Grill Report – Sam Risteff (absent)

Mr. Letavic reported to the Board that progress continues to be made in regard to day in and day out staffing, creating new outing package prices, and securing bids and quotes for kitchen renovations.

Engineer’s Report – Andrew Kenworthy - No Report

Solicitor’s Report – Mark Stewart

No Report

EMA Report – Les Gilbert (Absent)

Mr. Hershey reminded everyone of the TMI drill on May 7. In addition, on March 12, Bob Stout will be at Township to review the process to make sure there aren’t any updates or to see if there is anything new we should encounter. The county and state EOC mock drill will take place March 26. Les will be attending.

New Business - None

Old Business – Discussion was made on the 230 Diner in regard to the property maintenance issue, specifically the illegal dumping taking place at the location.

Execution Session – No

Adjournment –

Moved by Shellenhamer, seconded by Kopp the meetings adjourn at 7:33 p.m. Motion carried.



(Assistant)Secretary