

Londonderry Township Board of Supervisors
REGULAR MEETING MINUTES
LONDONDERRY TOWNSHIP OFFICE – MEETING ROOM
May 2, 2022
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: Board Chair, Ron Kopp called the Board of Supervisors Meeting to order at 7:00 p.m.

Salute the Flag

Attendance / Members Present: Ron Kopp, Chair
Anna Dale, Vice-Chair
Mike Geyer, Member
Mel Hershey, Member
Bart Shellenhamer, Member

Present: Steve Letavic, Township Manager
Jeff Burkhart, Code/Zoning Officer
Monique Dykman, MS-4 Specialist
Andy Brandt, Public Works Director
Sam Risteff, Golf Course Manager
Andrew Kenworthy, Engineer
Mark Stewart, Solicitor

Absent: Les Gilbert, EMS Director

Attendees: See attached list for Residents/Guests in attendance

REGULAR MEETING:

Citizens Input:

Rt. 230

Mr. Carlson asked if work was finalized on Rt. 230. Mr. Hershey and Mr. Kenworthy explained that although PennDot has completed the final patch, the Township would be advised by PennDot when the roadwork would be completed.

Stars and Stripes

Mr. Sheehan asked if the Township would be holding Stars and Stripes this year. Mr. Kopp explained that with the current economy, it wouldn't seem right to solicit donations needed to hold the event.

Approval of Minutes – April 4, 2022 Board of Supervisors meeting minutes

Mr. Geyer motioned to approve the April 4, 2022 Board of Supervisors meeting minutes. Ms. Dale seconded the motion.

Call for Discussion: None

All in favor. Motion carried.

Manager's Report – Steve Letavic

Rt. 230 Diner Update

Mr. Letavic asked Mr. Stewart to provide an update on the Rt. 230 Diner. Mr. Stewart informed the Board that on April 20, 2022 that the Township appeared in Dauphin County Court in regards to the appointment of the Dauphin County Land Bank Authority as the conservator of the Rt. 230 Diner. The order was granted, and if there is no appeal within 30 days, the Dauphin County Land Bank Authority will demolish the property and will place it on the market for 60 days. If a suitable buyer does not appear, the Township will receive the property for a nominal fee. Demolition is scheduled for May 30, 2022.

Dauphin County Regional Water Resource Enhancement Program (WREP)

Mr. Letavic reported that the Water Resource Enhancement Program (WREP) was developed over the past 2 years to allow Municipalities to partner with the Tri-County Regional Planning Commission (TCRPC) and the county to create a regional WREP to offer strategic partnerships, to coordinate efforts between participating municipalities, cutting MS-4 and municipal costs by up to 90%.

The Conewago Creek Restoration Project was the first project to be undertaken. Currently there are 3 municipalities who will participate, and 2 are awaiting Solicitor's reviews.

Conewago Creek Restoration Projects Grants.

Mr. Letavic announced that the Township received 3 additional grants for the Conewago Creek Restoration Project:

- \$500,000 Lancaster CAP
- \$573,000 Dauphin County CAP
- \$350,000 Mount Joy

For a total of \$1.4 million,

Mr. Hershey commended Mr. Letavic and Ms. Dykman for their continued efforts. Mr. Kopp mentioned stated that it was exciting to be involved at all levels.

Lytle Farms Update

Recently Mr. Letavic and Mr. Kenworthy met with the Lytle Farms Developer, Engineer, and Builder. The Lytle Farms group was asked to bring an updated plan and updated pattern book to assure that the development is progressing as planned. Mr. Letavic stated that there will be construction within 3 years.

State of the County Presentation

Mr. Letavic attended the State of the County presentation. Mr. Letavic stated that the Commissioners presented a bipartisan presentation for Dauphin County.

Citizens Advisory Panel for TMI

Mr. Letavic apprised the Board the next meeting will be held virtually on June 15. The Committee is continuing to work on reviewing the necessary processes.

Treasurer's Report – Steve Letavic

Mr. Letavic asked for approval to pay the bills as presented:

Payment of Invoices:

FUND	Checks written in April 2022 for Supervisor approval
General Fund	\$ 86,464.71
ME2 Fund	\$ 0.00
Capital Projects Fund	\$ 0.00
PennVest Fund	\$ 0.00
Golf Course	\$ 79,955.44
LVFC	\$ 49,799.00
Debt Services	\$ 45,577.93
Liquid Fuels	\$ 5,514.64
Escrow	\$ 9,955.00
Total by when written	\$ 277,266.72

Mr. Shellenhamer motioned to approve payment of the bills for April 2022 as presented. The motion was seconded by Mr. Hershey.

Call for Discussion: None

All in favor. Motion carried.

Mr. Geyer expressed gratitude to Brian Marchuck for his efforts on behalf of the Township.

Zoning/Codes – Jeff Burkhart
First Quarter Permit Report

Mr. Burkhart reviewed the First Quarter Permit Report which was included in the May 2, 2022 Board Packet.

Release of several construction and engineering escrows and Letter of Credit

Mr. Burkhart asked the Board of Supervisors to approve or deny the release of several construction and engineering escrows and Letter of Credit as presented. Each request was addressed as a separate motion.

Float House LLC 640 Swatara Creek Road

Float House LLC 640 Swatara Creek Road – Engineering Escrow of \$1250.00.

Mr. Geyer motioned to approve the release of escrow in the amount of \$1250.00. Ms. Dale seconded the motion.

Call for Discussion: Mr. Hershey asked if Mr. Burkhart performed an electrical inspection. The inspection was performed by a third-party inspector.

All in favor. Motion carried.

Tool Shed 4294 E. Harrisburg Pike

Tool Shed 4294 E. Harrisburg Pike – Remaining Engineering Escrow of \$3180.46.

Mr. Shellenhamer motioned to approve the release of escrow in the amount of \$3180.46. Ms. Dale seconded the motion.

Call for Discussion: None

All in favor. Motion carried.

Tim Stauffer (Geyers Mobile Home Park)

Tim Stauffer (Geyers Mobile Home Park) – Engineering Escrow for SWM Improvements of \$1500.00 and Release of Letter of Credit in the amount of \$42,427.00 through Jonestown Bank & Trust for on-site improvements installed and inspected by HRG.

Mr. Hershey motioned to approve the release of \$1500.00 with the release of Letter of Credit in the amount of \$42,427.00 through Jonestown Bank & Trust. Ms. Dale seconded the motion.

Call for Discussion: None

Mr. Kopp, Ms. Dale, Mr. Hershey, and Mr. Shellenhamer voted in favor of the motion. Mr. Geyer recused himself from voting. Motion carried.

Motion to confirm Conditions of Approval for Land Development Plan for Core5 at Lytle Farms Lot 1A LLC.

Mr. Burkhart asked the Board to consider a motion to confirm Conditions of Approval of the Land Development Plan for Core5 at Lytle Farms Lot 1A LLC. site have been satisfied, and to authorize execution and delivery of plan sets.

He informed the Board that the Land Development plan was previously approved pending completion of items such as approvals from PA DOT, Conservation district, etc. at a Board meeting held on June 16, 2020. All conditions of approval have been met and a few very minor changes were made to the plans as part of the approvals by those outside agencies. The plans have been reviewed by HRG and are now ready for signatures and recording.

Mr. Geyer made the motion to confirm Conditions of Approval for the Land Development Plan for Core5 at Lytle Farms Lot 1A LLC. site have been satisfied, and to authorize execution and delivery of plan sets. Ms. Dale seconded the motion.

Call for Discussion: None

All in favor. Motion carried.

Resolution Revising the 2022 Fee Schedule

Mr. Burkhart requested that the Board act on **Resolution 2022-05** which is a modification to the 2022 Fee Schedules which was shown in red on the revised schedule which was included in the May Board packet.

Narrative for Resolution #2022-05:

PART I BUILDING-MECHANICAL-ELECTRICAL- PLUMBING PERMIT FEES

Section A Residential Building & M.E.P. Permits

This revision stipulates that the applicant is responsible to pay for 3rd party re-inspection costs.

Section B Commercial Building & M.E.P. Permits

This revision stipulates that the applicant is responsible to pay for 3rd party re-inspection costs.

PART V SUBDIVISION AND LAND DEVELOPMENT PLAN

Section C Fee In lieu of Dedication

Chapter 22 § 410(5)(B) requires that the amount of 'fee in lieu of dedication' per proposed dwelling unit be set by resolution. This revision establishes that amount.

PART VII FLOODPLAIN DEVELOPMENT

This revision reduces the permit application fee from \$ 350.00 to \$100.00.

Mr. Shellenhamer motioned to approve Resolution 2022-05 as presented. Ms. Dale seconded the motion.

Call for Discussion: None

All in favor. Motion carried.

MS-4 Environmental Department – Monique Dykman

Ms. Dykman presented the progress report for the Environmental MS4 Department for April:

- Tree planting on Miller Road had 9 volunteers who planted all 100 trees. Landowner was very happy.
- Continuing to compile BMP GIS data set.
- Hosted Conewago Pre Construction meeting with HRG, LandStudies, and Flyway representatives. Set to go to construction early-mid May.
- Request Board Signatures on Contract and Insurance Certificate.
- Attended Earth-2-ETown event on behalf of Tri County Conewago Creek Association and Londonderry Township, as well as hosted a trash cleanup along Hoffer Road.

Public Works Report – Andy Brandt

Mr. Brandt presented the following reports from the Public Works Department.

Progress Report for Public Works Department 03-20 to 04-15-2022

- Weekly: truck & equipment pm checks. Toolbox Safety Talks
- Attended weekly FEMA meetings for Engle Rd (I think we had 12 meetings. I would also like to thank Brian for all the work that he out in for this)
- Bi-weekly: road checks, Andy attended some of the meetings for the water & sewer project on E Harrisburg Pk.
- Monthly: attended meetings for the Londonderry Estates sewer project
- Checked paving in Londonderry Estates
- Pushed millings on pile coming from Londonderry Estates
- Excavated trench in employee parking area across from the PWB, placed, graded & compacted millings in trench
- Sunset Park: placed trash cans & BBQ grill trays, picked up sticks, cleaned up leaves, mowed, turned water on and opened bathrooms
- 6-month water meter calibration in meter pit on Water St
- Met w/HRG to go over bridge inspection reports
- Hauled debris from compost area to dump
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- Removed snow fence
- Andy completed requested reports for FEMA
- +Took trucks to MJR for repairs
- Cleaned sod from yards damaged by snow plowing
- Helped Conewago Twp. w/tree trimming
- Checked roads after rain storms
- Replaced street signs
- Removed all salt gear from trucks & placed in storage
- Picked up 1 load of Bocce Ball mix & placed in courts

Monthly Planner

- Weekly: truck & equipment pm checks, Toolbox Safety Talks, mow parks
- Bi-weekly: road checks
- 4411 Woodcrest Dr: place rocks on bank around storm pipe end
- Braeburn Park: install drain pipe & repair drain pipe
- Iron Mine Rd @ Lauffer Rd: replace storm pipe

Permits Issued

- 3795 Beagle Rd Driveway Repair Permit \$30.00

Golf Course and Bar & Grill Report - Sam Risteff

Mr. Risteff submitted the Sunset Golf Course Financial Report for April. Copies of the report were distributed at the meeting. Rates will be selectively raised. Merchandise backlogs due to supply demand is still affecting are Pro Shop. Live entertainment will run from July 1 through September 29, 2022 on Thursday evenings.

Engineer's Report – Andrew Kenworthy

Vision Warehouse Sewer System.

Mr. Kenworthy reported that the target completion date for the Vision Warehouse is targeted for July 1, 2022. He noted that there will be some additional work after that. Notices to residents in that area will not go out until the project is completed.

Londonderry Estates:

Notices have been sent to residents of Londonderry Estates.

Mr. Kenworthy stated that as Londonderry Estates residents connect, there will be funds available through a Gaming Grant for out-of-pocket expenses.

Future Bid - Swatara Creek Road, Iron Mine to Red Bridge Roads

In addition to using the current Gaming Grant to repave Swatara Creek Road, HRG will prepare a bid in the Spring of 2023 to address additional projects, including replacing pipes and removing a bump in the roadway on Iron Mine to Red Bridge Roads.

Solicitor's Report – Mark Stewart – None

EMA Report – Les Gilbert

Mr. Shellenhamer reported the Londonderry Township Fire Department is in the process of replacing 2 pieces of apparatus. In addition, he noted that the Fire Police will be hosting a Motorcycle Ride on May 21, 2022 to benefit First Responders.

New Business –

Mr. Brandt reported that Swatara Creek Road will possibly re-open on May 11, 2022

August 4 Golf Match details will be forthcoming.

Old Business – None

Executive Session -- None

"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

Mr. Shellenhamer motioned to adjourn the meeting. Seconded by Ms. Dale. All in favor. Meeting adjourned at 8:52 p.m.



Secretary/fr