

**Londonderry Township Board of Supervisors
REGULAR MEETING MINUTES
LONDONDERRY TOWNSHIP OFFICE – MEETING ROOM**

October 3, 2022

7:00 p.m.

<http://www.facebook.com/londonderrytownship>
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: 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
Andrew Kenworthy, Engineer
Mark Stewart, Solicitor

Absent: Les Gilbert, EMS Director
Andy Brandt, Public Works Director
Sam Risteff, Golf Course Manager

Attendees: See attached list for Residents/Guests in attendance

REGULAR MEETING:

Citizens Input – Robert Hussein asked the Board to consider placing the OLSDS Map in the Township Newsletter, and printing an 8-year pumping cycle. Mr. Letavic reviewed the OLSDS procedure and informed the Board that this past cycle had a compliance rate of 90%.

Approval of Minutes – September 6, 2022 Board of Supervisors Regular Meeting minutes

September 6, 2022 Board of Supervisors Regular Meeting minutes

Mr. Shellenhamer motioned to approve the September 6, 2022 Board of Supervisors meeting minutes as presented. Ms. Dale seconded the motion.

Call for Discussion – None

The motion was approved.

Manager's Report – Steve Letavic

Budget Update (No Board action required)

Steve informed the Board that Brian Marchuck and he worked on the draft budgets for all funds. There is no proposed tax increase in the current budget drafts. Of import is that there is the creation of new funds for:

- 1 Fire Company, restricted fund to be used only for fire company purposes. Initial allocation is \$100,000.00
2. Paving: Restricted fund to be used for paving projects. Initial allocation is \$100,000.00
3. Operating and Capital Reserve: Non-restricted fund for Township operations and Capital Projects. Initial allocation is \$100,000.00.
4. MS4 and Environmental Fund, restricted fund \$100,00.00 for MS4 and environmental programs.

Consider approval of proposed Resolution 2022-07 – Act 57

Mr. Letavic asked the Board to consider approval of proposed Resolution 2022-07 – Act 57. This is the required resolution establishing the process for new homeowners or mobile home lessees to request a waiver of penalties assessed in the event they do not receive their tax bill at the new address. This will not take effect until next year for municipal taxes and the 2022-2023 year for school taxes. The Township needs to adopt this to be compliant with state legislation.

Motion to approve Resolution 2022-07 – Act 57

Mr. Geyer made the motion to approve Resolution 2022-07 – Act 57, as corrected. The motion was seconded by Mr. Hershey.

Call for Discussion: None

All in favor. Motion carried.

Consider approval of proposed Resolution 2022-08 – PLCB Exemption Request

Mr. Letavic asked the Board for approval of Resolution 2022-08 which authorizes the submission of a Petition to the Pennsylvania Liquor Control Board for a hearing to consider an exemption to the statute regarding amplified music being heard off the premises of licensed establishments. The current noise exemption has expired and this is a requirement of the PLCB.

Motion to approve Resolution 2022-08 – PLCB Exemption Request

Mr. Shellenhamer made the motion to approve Resolution 2022-08 which authorizes the submission of a Petition to the Pennsylvania Liquor Control Board for a hearing to consider an exemption to the statute regarding amplified music being heard off the premises of licensed establishments. Ms. Dale seconded the motion.

Call for Discussion: Mr. Kopp asked for clarification of the exemption process. Mr. Stewart explained that the resolution is the first step in the PLCB exemption hearing process to remove this from the liquor code restrictions and placing it under the Township’s noise ordinance.

All in favor. Motion carried.

Payment of Invoices:

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

Payment of Invoices:

FUND	Checks written in September 2022 for Supervisor approval
General Fund	\$ 27,193.87
ME2 Fund	\$ 11,384.32
Capital Projects Fund	\$ 0.00
PennVest Fund	\$ 0.00
Golf Course	\$ 36,399.47
LVFC	\$ 0.00
Debt Services	\$ 63,048.98
Liquid Fuels	\$ 721.56
Escrow	\$ 23,313.29
Total by when written	\$ 162,061.49

Ms. Dale motioned to approve payment of the bills for September 2022 as presented. The motion was seconded by Mr. Shellenhamer.

Call for Discussion: None

All in favor. Motion carried.

Zoning/Codes – Jeff Burkhart

Consider release of Escrow – Zeager Bros. 4000 E. Harrisburg Pike

Mr. Burkhart asked the Board for a motion to approve the release of the construction escrow Letter of Credit in the amount of \$33,098.88 for the North Lagoon at Zeager Bros. at 4000 E. Harrisburg Pike per recent site visit and recommendation by HRG. This escrow was held for modifications made to the existing SWM facilities at this address.

Motion to consider release of Escrow – Zeager Bros. 4000 E. Harrisburg Pike

Mr. Geyer made the motion to approve the release of construction escrow Letter of Credit in the amount of \$33,098.88 for the North Lagoon at Zeager Bros. 4000 E. Harrisburg Pike. The motion was seconded by Mr. Hershey.

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 October.

- Submitted Annual Report 2021-2022.
- Hosted Rain Barrel Workshop September 20th at 6pm, at Sunset Club House.
- Planning Tree-via (trivia) event October 20th at Sunset Club House.
- 2022 MS4 Board Training... Jeopardy!
 - Note: The presentation was presented in the Jeopardy layout, answers were not be in question form, dollar value represented difficulty of question, no prizes (other than MS4 pride)

In addition, Ms. Dykman apprised the Board that the Township was awarded a grant in the amount of \$500,000 from NIFWIF towards future stages of the Conewago Creek Restoration project.

Public Works Report – Andy Brandt

In Mr. Brandt's absence, Mr. Letavic submitted the Progress Report for the Public Works Department.

- Weekly: truck & equipment pm checks, Toolbox Safety Talks, mowed Twp. properties; Andy attended water & sewer Teams meetings
- Bi-weekly: road checks
- Replaced storm pipe & paved trench on Beagle Rd
- Built latches for leaf box door
- Painted bollards around generator at the PWB
- Crew attended Harassment Training
- Replaced storm pipe & paved trench on Iron Mine Rd
- Repaired/replaced street signs
- Mowed roadsides
- Loosened storm grates on Colebrook Rd
- Sorted rocks behind driving range
- Hauled scrap steel to junkyard
- Washed trucks
- Removed downed trees from various roads due to storms
- Paved pot holes on various roads

- Cleaned brush behind guiderails on Beagle Rd and on Kennedy Ln
- Checked roads for drainage issues after storm
- Truck & equipment services
- Cleaned shop
- Worked w/Conewago Twp. on paving project
- Removed storm pipe on Hoffer Rd
- Crew attended equipment show in Harrisburg

Monthly Planner

- Weekly: truck & equipment check, mow Twp. properties
- Bi-weekly: road checks
- Tree trimming in Londonderry Twp. & Conewago Twp.
- Crack sealing in Londonderry Twp. & Conewago Twp.
- Street sign repair/replacement

Driveway permits issued

- 1 driveway repair permit: 938 Cola Rd \$30.00

Mr. Kopp publicly commended the Public Works Department's use of the new equipment to maintain the Township roads.

Golf Course and Bar & Grill Report - Sam Risteff

In Mr. Risteff's absence, Mr. Letavic reviewed the September Sunset Golf Course Financial Report. Copies of the report were distributed via email and at the meeting.

Engineer's Report – Andrew Kenworthy

Mr. Kenworthy provided the Board with updates:

- Final paving on the Sewer Project has been completed from Lytle Farms to Tollhouse Rd. There will be additional work near Deodate Rd., but due to PennDOT requirements, the contractor is trying to get the Rte. 230 work done before Swatara Creek Rd.
- Due to supply chain issues, the water and sewer pump stations are anticipated to be completed in December.
- Connection notices are to be sent in Spring 2023

Solicitor's Report – Mark Stewart -- None

EMA Report – None

New Business – None

Old Business –

Lytle Farm Development

Mr. Hershey asked if there was any additional information resulting from the August 16, 2022 Work Session with Wellington Developers and the proposed changes to the Lytle Farm mixed-use plan. Mr. Letavic informed the Board that he is working with Mr. Stewart to address the Board's questions and concerns with the Developers, and he will keep the Board apprised.

Londonderry Township Fire Department

Mr. Shellenhamer informed the Board that the LDFD has been awarded that a Regional Grant with 3 surrounding Fire Departments.

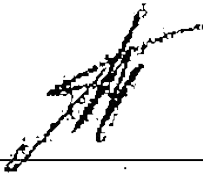
The LDFD will be holding an Open House on October 16, 2022.

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. Hershey motioned to adjourn the meeting. Seconded by Mr. Shellenhamer. All in favor. Meeting adjourned at 7:48 p.m.



Secretary/fr