

**Londonderry Township Board of Supervisors**  
**REGULAR MEETING MINUTES**  
**LONDONDERRY TOWNSHIP OFFICE – MEETING ROOM**  
September 6, 2022  
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:** 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  
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  
Mike Wood, Engineer  
Mark Stewart, Solicitor

**Absent:** Anna Dale, Vice-Chair  
Les Gilbert, EMS Director  
Sam Risteff, Golf Course Manager  
Andrew Kenworthy, Engineer

**Attendees:** See attached list for Residents/Guests in attendance

**REGULAR MEETING:**

**Citizens Input** -- None

**Approval of Minutes** – August 1, 2022 Board of Supervisors Regular Meeting minutes  
August 16, 2022 Board of Supervisors Work Session minutes

**August 1, 2022 Board of Supervisors Regular Meeting minutes**

Mr. Hershey motioned to approve the August 1, 2022 Board of Supervisors meeting minutes as corrected. Mr. Geyer seconded the motion.

Call for discussion – The minutes were corrected to reflect that Ms. Dale made the motion to amend the meeting agenda. The motion was seconded by Mr. Hershey.

The motion was approved.

**August 16, 2022 Board of Supervisors Work Session minutes**

Mr. Hershey motioned to approve the August 16, 2022 Board of Supervisors Work Session minutes. Mr. Geyer seconded the motion.

Call for discussion – None

The motion was approved.

**Call for Discussion:** None

**Manager's Report** – Steve Letavic

**U.S. Economic Development Authority (EDA) Grant**

Mr. Letavic announced to the Board that a grant in the amount of \$3.5 million was awarded jointly to the Derry Township Municipal Authority (DTMA) and Londonderry Township which will be used to upgrade the Southwest Wastewater Treatment Plant in Londonderry Township. Mr. Letavic lauded the work of Bill Rehkoff, who was instrumental in working with the Township to obtain the grant.

**Agreement of Sale with Lancaster County Conservancy**

Mr. Letavic asked the Board to approve the agreement of sale with Lancaster County Conservancy to purchase approximately 47 acres of property along the Conewago Creek, contiguous with our current project area. Mr. Letavic introduced Shawn Fabian of HRG who explained to the Board that the acquisition of the additional land is critical for further projects. The Township will need the land available to meet our future MS4 permit requirements. This purchase will be funded by participation in the WREP program and the investment of participating municipalities in the Conewago Creek Project. Those municipalities will purchase sediment credits from the Conewago Creek Project that can be reported on their MS4 permit to allow them to meet their Chesapeake Bay Pollutant Reduction Plan mandates. The proceeds from this investment will provide the funding to make the land acquisition.

Mr. Shellenhamer made the motion to accept the Agreement of Sale with Lancaster County Conservancy to purchase approximately 47 acres of property along the Conewago Creek. The motion was seconded by Mr. Hershey.

Call for discussion – None

The motion was approved.

Mr. Geyer made the motion to accept the Conditions of Approval of the minor Sub Division Plan imposed by the Mt. Joy Township Planning Commission. Mr. Shellenhamer seconded the motion.

Call for discussion – None

The motion was approved.

**Payment of Invoices:**

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

<b>FUND</b>	<b>Checks written in August 2022 for Supervisor approval</b>
General Fund	\$ 229,038.70
ME2 Fund	\$ 32,660.57
Capital Projects Fund	\$ 15.00
PennVest Fund	\$ 0.00
Golf Course	\$ 108,190.74
LVFC	\$ 0.00
Debt Services	\$ 20,753.70
Liquid Fuels	\$ 36,024.49
Escrow	\$ 1,222.00
<b>Total by when written</b>	<b>\$ 427,905.20</b>

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

**Call for Discussion:** Mr. Hershey informed the Board that the amount of this month's bills is not excessive, but due to lower than average expenses for the previous month.

All in favor. Motion carried.

**Zoning/Codes** – Jeff Burkhart

**Zoning/Codes Update**

Mr. Burkhart informed the Board that there are no action items to present to the Board this month, but offered the following updates:

- Pine Manor – there are a possible increase of 28 units. These requests will be monitored for wetland impacts.
- The Township Zoning Hearing Board will be meeting on October 11.
- FR Park Warehouse has one tenant under the Temporary Occupancy permit. Mr. Burkhart reiterated that he will continue to enforce the Conditional Use items. Mr. Stewart is working with Mr. Burkhart and Mr. Letavic.

**MS-4 Environmental Department** – Monique Dykman

Ms. Dykman presented the progress report for the Environmental MS4 Department for August.

- Complied and submitted Annual Report 2021-2022 to HRG for Final Review.
- Hosting Rain Barrel Workshop September 20<sup>th</sup> at 6pm, at Sunset Club House and the workshop is full.
- Commented on Pine Manor Expansion plan at Planning Commission meeting.
- A second Story Map has been added to the Township's website which details the Conewago Creek progress.
- Monique is waiting to hear the outcome of the C2P2 grant which she applied for in the Spring.

**Public Works Report** – Andy Brandt

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

**Progress Report for Public Works Department 07-18 to 08-20-2022**

- Weekly: truck & equipment pm checks, Toolbox Safety Talks, mow Township properties
- Bi-weekly: road checks
- Jeff T. worked in E-Town Boro w/mini excavator
- Swept debris from Newberry Rd due to washout from driveway after storm
- Picked up leaf box from Stephenson Equipment
- PWB: installed electric conduits, poured concrete pad & bollards for new generator
- Milled & paved storm pipe trench on Heather Rd
- Paved around inlets on Orchard Ln and on Roslyn Rd
- Paved pot hole on Gingrich Rd
- Took delivery of new tractor & mower
- Contractor blew mulch in playgrounds at Sunset Park
- Mowed roadsides
- Repaired/relocated street signs
- Cut weeds & brush around street signs
- Milled & filled pot holes on Beagle Rd
- Transferred titles to sell 2 dump trucks
- Took delivery of new generator for PWB – waiting for the Transfer Switch
- Hauled topsoil from Hoffer Rd to PW stock pile

### **Monthly Planner**

- Weekly: truck & equipment pm checks, Toolbox Safety Talks, mow Township properties
- Bi-weekly: road checks
- Replace storm pipes on Beagle Rd and on Iron Mine Rd
- Roadside mowing
- Paving repairs
- Repairs to box culvert on S Hertzler Rd

### **Permits Issued**

- 3787 Beagle Rd, Driveway Repair Permit \$30.00

### **Traffic Signal at Deodate Rd. and Rt. 230**

The traffic signal has been installed, and is now working.

### **Consider entering into the lease of a 2022 John Deere Tractor and Tiger Wildcat Flail mower package**

Mr. Brandt asked the Board for a motion to approve a 5-year lease of a 2022 John Deere Tractor and Tiger Wildcat Flail mower package through ROC Leasing dba Real Lease for \$161,419.35 beginning in January 2023.

Mr. Shellenhamer made the motion to approve entering into a 5-year lease of a 2022 John Deere Tractor and Tiger Wildcat Flail mower package through ROC Leasing d/b/a Real Lease for \$161,419.35 beginning in January 2023 pending Legal and Accounting review. Mr. Hershey seconded the motion.

Call for discussion: None

All in favor. Motion approved.

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

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

### **Engineer's Report** – Mike Wood

Mr. Wood provided the Board with updates:

#### **Londonderry Estates**

House connections are being made. Due to construction/supply delays the project is being estimated to be finalized in early Spring. Mr. Wood stated that 95% of the home hook-ups have been completed.

#### **2023 Dauphin County Gaming Grant Application**

The application for the 2023 Dauphin County Gaming Grant was submitted on September 1, 2022 for the purchase of a Fire Engine.

**Comprehensive Plan Update**

The background information is to be delivered by the end of September, 2022.

**Solicitor's Report** – Mark Stewart

The FEMA Flood Plain Report has been submitted.

**EMA Report** – None

**New Business** – None

**Old Business** –

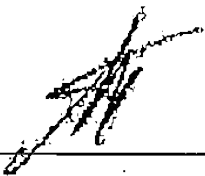
Mr. Shellenhamer asked for a Rt. 230 Diner Update. Mr. Letavic informed him that once the asbestos testing has been performed, the contractor will apply for a demolition permit, and then the Diner will be demolished.

**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 Mr. Hershey. All in favor. Meeting adjourned at 8:12 p.m.



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Secretary/fr