

Londonderry Township Board of Supervisors

Regular Meeting Minutes

September 6, 2016

7:00p.m.

The Londonderry Township Board of Supervisors held a Public Hearing and their regularly scheduled meeting on Tuesday, September 6, 2016 at the Londonderry Township Municipal Building, 783 S. Geyers Church Road, Middletown, Pennsylvania, beginning at 7:00 p.m.

Present: Bart Shellenhamer, Chairman
Ron Kopp, Vice Chairman
Anna Dale, Member
Mike Geyer, Member
Mel Hershey, Member
Steve Letavic, Manager
Jeff Burkhart, Code/Zoning Officer
Chris Feese, Finance Director
Andy Brandt, Public Works Director
Mike Johnson, Golf Course Manager
Allison Funk, MS4 Environmental Specialist
Jim Diamond, Solicitor
Andrew Kenworthy, Engineer

Absent: Beth Graham, Office Manager

PUBLIC HEARING

APPEAL OF DECISION – Crestview Village Mobile Home Park, Colebrook Road
Supervisor Hershey motioned to grant the request for the continuance and for the request for consolidation of both hearings by the owners of Crestview Mobile Home Park and to move the Public Hearing to September 20, 2016, Supervisor Dale seconded. Supervisor Geyer abstained from voting. Motion approved.

Supervisor Shellenhamer closed the Public Hearing at 7:06pm and opened the Regular Meeting.

REGULAR MEETING

Salute the Flag

Citizen's Input

Steve Fulton, 16 Hillcrest Drive, submitted a letter to the board requesting the "No Parking" signs recently installed be removed and possible changes made to the ordinance.

Vince Paladino, Hillcrest Drive, requested residents be able to park on the straight areas, if not allowable in the cul-de-sac.

Sandy Geesaman, 33 Hillcrest Drive, stated that driveways are too steep for trucks to get up because of how the township instructed them to create their driveway years ago.

Approval of Minutes – August 16, 2016

Supervisor Dale motioned to approve the August 16, 2016 minutes as presented, Supervisor Geyer seconded. Motion approved.

Manager's Report – Steve Letavic

Lytle Farm

Mr. Letavic reported that he is working with the developer from a water and sewer perspective.

Suez

Mr. Letavic reported that he is working with Suez on the letter of intent for Lytle Farm and on an effluent re-use project to solve the water issues on the golf course.

Budget

Mr. Letavic reported that he will have a draft to the board by the end of September along with the 5-year cash flow.

Gaming Grant

Mr. Letavic reported that he is working with HRG on the DCIB loan.

HIA Timber Agreement

Mr. Letavic reported that Mr. Stewart is reviewing the timber agreement, along with the Lytle Development letter of intent from Suez.

Treasurer's Report – Chris Feese

Payment of Invoices

Ms. Feese requested approval of payment for the following expenditures:

General Fund	\$201,269.27
Golf Course Fund	\$91,801.93
Liquid Fuels	\$6,151.94
Escrow	\$3,721.84
Fire Company	\$0
ICC	\$0
Debt Service	<u>\$31,973.09</u>
TOTAL	\$334,918.07

Supervisor Dale motioned to approve the payment of invoices as presented, Supervisor Hershey seconded. Supervisor Geyer abstained from voting. Motion approved.

Zoning & Codes Report – Jeff Burkhart

Hill Island Inventory

Mr. Burkhart reported that he and Mr. Kazlauskas took inventory and photos on Hill Island last week and will need to visit 1-2 more times to complete the inventory.

OLSDS

Mr. Burkhart reported that compliance during the 2nd year of OLSDS was very good with only 2-3 properties that have not responded. Mr. Burkhart is working on resolving those that have not responded.

MS4 Environmental Report - Allison Funk

Ms. Funk informed the board that Intern, Andrew Clark, has accepted a full time job in Baltimore as a staff scientist.

Tree Planting

Ms. Funk informed the board that Londonderry Township and DTMA applied for a joint grant from Penn State Extension and was awarded 130 trees. They will plant half the trees along Swatara Creek Road and the other half at the DTMA main plant on October 22nd at 9am.

DEP Urbanized Area Grant

Ms. Funk stated that they have started the design verification for the DEP Urbanized Area Grant for bio swales. They will begin setting up meetings with homeowners to discuss designs with them. The homeowners are very open to working with the township on the design concept.

Butterfly Garden

Ms. Funk informed the board of two caterpillars she found in the Butterfly Garden they planted at Sunset Park last year. She brought them inside and they have since made a cocoon and will be released once they have completed their metamorphosis.

Capital Framework Focus Group

Ms. Funk reported that she, Andrew Clark and Steve Letavic attended the first meeting of Conewago, Middletown, Lower Swatara, Royalton and Londonderry. They discussed how to finance stormwater programs, complying with the DEP permit, and they finished the local needs assessment.

Municipal Office Report – Submitted by Beth Graham

Mrs. Graham submitted a written report regarding municipal office projects, past and upcoming events and marketing of events, golf course and bar & grill.

Public Works Report – Andy Brandt

Mr. Brandt presented a progress report on items that were completed for August and the work planned for September.

Mr. Brandt also informed the board that he has advertised for a full-time Public Works position requiring a CDL Class B driver's license.

Golf Course and Bar & Grill Report - Mike Johnson

Mr. Johnson presented a report on the golf course and bar & grill for the month of August and plans for September.

Engineer's Report – Andrew Kenworthy

Water Line Extension

Mr. Kenworthy reported the water line that will cross over Vine Street to Rudders Farm Store and go down Red Bridge Road should be installed in October.

Bridge Replacement

Mr. Kenworthy stated that the Hollendale Bridge is being worked on at this time. He also stated that HRG is working on a new gaming grant application in conjunction with a DCIB loan application to fund the sixth bridge replacement located on Swatara Creek Road just north of Red Bridge Road. That would complete the six priority bridges and

the seven bridges that remain are in better shape and we have time to get to them as needed.

ACT 537 Plan

Mr. Kenworthy reported that the plan is complete and HRG has applied for reimbursement of ½ of the cost of the plan.

Solicitor's Report – Jim Diamond

Turnpike Bridge Road Maintenance

Mr. Diamond reported that there is an issue regarding the excess road maintenance agreement for the Turnpike Bridge project. The contractor is responsible to repair the excess damage and they are working through some issues with them to document an extension to the agreement. The project is expected to continue to November.

New Business

No New Business

Old Business

No Old Business

Executive Session

Supervisor Shellenhamer recessed the meeting to Executive Session at 8:40pm.

Supervisor Hershey motioned to adjourn Executive Session at 9:08pm, Supervisor Dale seconded. Motion approved.

REGULAR MEETING

Supervisor Shellenhamer reconvened the regular meeting at 9:09pm.

Supervisor Hershey motioned to adjourn the Regular Meeting at 9:09pm, Supervisor Dale seconded. Motion approved.