

# **Londonderry Township Board of Supervisors**

Regular Meeting Minutes

October 3, 2016

7:00p.m.

The Londonderry Township Board of Supervisors held their regularly scheduled meeting on Monday, October 3, 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  
Beth Graham, Office Manager  
Jeff Burkhart, Code/Zoning Officer  
Chris Feese, Finance Director  
Sam Risteff, Golf Course Superintendent  
Andy Brandt, Public Works Director  
Mike Johnson, Golf Course Manager  
Allison Funk, MS4 Environmental Specialist  
Mark Stewart, Solicitor  
Andrew Kenworthy, Engineer

## **Salute the Flag**

## **Citizen's Input**

None

## **Approval of Minutes – September 20, 2016**

Supervisor Dale motioned to approve the September 20, 2016 minutes as presented, Supervisor Geyer seconded. Motion approved.

## **Manager's Report – Steve Letavic**

### **Lytle Sewer**

Mr. Letavic updated the board that he and council have reviewed the draft Letter of Intent and council has sent the red line version to Suez and the developer's attorney for review and comment. He is hopeful that the process will be completed by December 31<sup>st</sup>.

## **2017 Budget**

Mr. Letavic informed the board that he, Ms. Feese and Department Heads will be completing the budget during the month October. The budget will be hung the first meeting in November and approved at the first meeting in December.

## **Rugby Lease**

Mr. Letavic informed the board that we have begun the process of working with the rugby club to secure funding for construction of their proposed facilities.

## **Treasurer's Report – Chris Feese**

### **Payment of Invoices**

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

General Fund	\$42,830.39
Golf Course Fund	\$25,528.08
Liquid Fuels	\$0
Escrow	\$25.28
Fire Company	\$0
ICC	\$0
Debt Service	<u>\$19,086.41</u>
TOTAL	<u>\$87,470.16</u>

Supervisor Kopp motioned to approve the payment of invoices as presented, Supervisor Hershey seconded. Motion approved.

**Zoning & Codes Report – Jeff Burkhart**  
**Reinstatement/Time Extension – Preliminary Land Development Plan for School Heights Village, Beagle Road and Schoolhouse Road**

Supervisor Dale motioned to approve the requested time extension by the applicant (S&T Bank) to extend the plan's current state of approval until September 5<sup>th</sup> 2017 so that the expiration date falls on a scheduled meeting of the Board of Supervisors, Supervisor Geyer seconded. Motion approved.

**Release of Improvement Guarantee – Haydo property, 2022 Foxianna Road**

Supervisor Geyer motioned to approve the release of the Improvement Guarantee in the amount of \$11,000.00 for William and Michele Haydo at 2022 Foxianna Road, Supervisor Dale seconded. Motion approved.

**Release of Improvement Guarantee (cash escrow) – Goho property, 2633 E. Harrisburg Pike**

Supervisor Hershey motioned to approve the release of the Improvement Guarantee in the amount of \$8,000.00 for Steve and Cathy Goho at 2633 E. Harrisburg Pike, Supervisor Dale seconded. Motion approved.

**MS4 Environmental Report - Allison Funk**

Ms. Funk provided the board with a look at the website changes she made to the MS4 page which includes links to various agencies such as DEP, EPA, Chesapeake Bay Foundation, etc. and vital information for residents relating to stormwater and other issues facing our township.

Ms. Funk also provided a report on progress in September and her goals for October:

- Progress Made
  - Training
    - DEP Pollution Reduction Plan training
    - Chesapeake Watershed Forum
  - Compost tea
  - New MS4 website
  - Fall tree planting planning
  - Design verification for DEP grant

- Newsletter articles
- DEP Environmental Education grant wrap-up
- Monthly maintenance facilities inspection
  
- October Goals
- Training
  - Public works MS4 training
  - LTAP Stormwater Facility training coordination
- Fall tree planting
- STEM panel discussion
- Compost tea project report
- Project meeting with Manada Conservancy and Penn State Extension
- Design verification for DEP grant
- Stakeholder meetings for DEP grant
- Tree giveaway planning
- Inlet cleaning and inspection coordination
- Monthly maintenance facilities inspection

**Municipal Office Report – 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 September and the work planned for October.

**Golf Course and Bar & Grill Report - Mike Johnson**

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

**Engineer's Report – Andrew Kenworthy**

Mr. Kenworthy provided an update on the water line extension and bridge projects.

**Solicitor's Report – Mark Stewart**

Mr. Stewart presented the avigation removal and golf course restoration agreement with SRRA for the board's consideration. Sam Risteff and Mike Johnson provided testimony that the agreement included all restoration items included in the agreed upon mitigation strategy and that the golf course would be a better course after restoration had occurred. Additionally, Mark reviewed the agreement during the meeting so that the board was comfortable that the township was protected from liability and cost of restoration.

Motion to approve the avigation obstruction removal and impact agreement with the airport authority made by Supervisor Kopp, seconded by Supervisor Hershey, motion approved.

**New Business :**

No New Business

**Old Business**

No Old Business

**Executive Session**

Supervisor Shellenhamer recessed the meeting to Executive Session at 8:25pm.

Supervisor Hershey motioned to adjourn Executive Session at 9:20pm, Supervisor Dale seconded. Motion approved.

**REGULAR MEETING**

Supervisor Shellenhamer reconvened the regular meeting at 9:21pm.

Supervisor Dale motioned to adjourn the Regular Meeting at 9:22pm, Supervisor Geyer seconded. Motion approved.