

Londonderry Township Board of Supervisors

Minutes
December 7, 2015
7:00p.m.

The Londonderry Township Board of Supervisors held a Public Hearing and their regularly scheduled meeting on Monday, December 7, 2015 at the Municipal Building, 783 S. Geyers Church Road, Middletown, Pennsylvania, beginning at 7:00 p.m.

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

Absent: Anthony Cover, Chef

PUBLIC HEARING – Ordinance 2015-3 Sewers and Sewage Disposal Amendment

Mary Skinner, 1508 Roundtop Road, asked if this will affect anyone currently.

Mr. Shellenhamer motioned to adjourn the Public Hearing at 7:07pm, Mr. Hershey seconded. Motion approved.

Mr. Geyer opened the Regular Meeting at 7:08pm.

Salute the Flag

Citizens Input - None

Presentation of Check to the Lebanon V.A. Medical Center

The Board of Supervisors presented a check in the amount of \$3,500.00 along with Ralph DeSantis of Exelon who presented a check for \$2,500.00 to Jeremy Fees, Chief of Volunteer Services, Lebanon V.A. Medical Center. The money was raised from the Londonderry Township Stars & Stripes Salute that took place on July 4, 2015 in Sunset Park.

Approval of Minutes – November 2, 2015

Mrs. Dale motioned to approve the minutes as presented, Mr. Shellenhamer seconded. Motion approved.

Manager's Report – Steve Letavic

Budget

Mr. Letavic informed the board that the ad was not placed notifying the public that the budget was available for inspection, therefore they cannot vote on the budget at this time. An ad was placed on December 6th and there will be a Special Meeting on December 28th for the board to take action on the budget.

2016 Holiday Schedule

Mr. Shellenhamer suggested removing December 23rd and December 30th from the approved holidays. After some discussion it was tabled so the members could consider it and action will be taken on the 2016 Holiday Schedule at the Special Meeting on December 28, 2015.

2016 Meeting Schedule

Mr. Shellenhamer motioned to approve the 2016 Meeting Schedule as presented, Mrs. Dale seconded. Motion approved.

RESOLUTION 2015-11 Dauphin County Hazard Mitigation Plan

Mrs. Dale motioned to approve Resolution 2015-11, Mr. Kopp seconded. Motion approved.

Treasurer's Report – Chris Feese

Payment of Invoices

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

General Fund	\$73,374.29
Golf Course Fund	\$29,671.26
HMPG	\$0
Liquid Fuels	\$3,308.56
Escrow	\$0
Fire Company	\$0
ICC	\$0
Debt Service	<u>\$12,813.78</u>
TOTAL	\$119,167.89

Mrs. Dale motioned to approve the payment of invoices, Mr. Shellenhamer seconded. Motion approved.

Zoning & Codes Report – Jeff Burkhart

Improvement Guarantee Reduction Request – Matinchek Assoc., 2912 River Road

Mr. Kopp motioned to approve the reduction of the Improvement Bond to \$11,352.55, which is a reduction of \$38,264.05 from the previous amount of \$49,616.60, Mrs. Dale seconded. Motion approved.

Preliminary/Final Land Dev. Plan – Living Hope Church, Schoolhouse Road

Mr. Shellenhamer motioned to approve the waivers for the submission of the Preliminary Plan, Maximum sheet size of 24"x36" and the Traffic Study Horizon Year, Mrs. Dale seconded. Motion approved.

Mr. Shellenhamer motioned to approve the deferrals of the Curbs, Gutters & Sidewalks, Mrs. Dale seconded. Motion approved.

Mr. Shellenhamer motioned to approve the updated plan, Mr. Kopp seconded. Motion approved.

Vinewinder 5k Race – Road Closure

The Vineyards of Hershey is sponsoring the Vinewinder 5k Race again this year on Sat, May 21, 2016 and has requested a temporary/partial road closure of the race route.

Mr. Shellenhamer motioned to accept the race course and date of the race presented, Mr. Kopp seconded. Motion approved.

MS4 Report – Allison Funk

- Progress Made
 - Training
 - MS4 Data Collection and Documentation
 - DEP Environmental Education Grant
 - Inlet marker installation
 - Privately owned BMP letter
 - Sunset Golf Course tree removal plan
 - Sunset Golf Course swale improvement project
 - BMP maintenance
- December Goals
 - Training
 - Township Stormwater Training series
 - DEP Urbanized Area Grant
 - Review BMP Manual
 - Sunset Golf Course tree removal plan
 - Privately owned BMP letter
 - Interns Spring/Summer 2016
 - BMP maintenance

Public Works Report – Andy Brandt

Mr. Brandt presented his report as well as a power point of 3 culvert projects he and his crew completed recently. The culverts were located at N. Geyers Church Rd.; S. Geyers Church Road at Alwine Rd and S. Geyers Church Rd. at Hillsdale Rd.

Work Completed in November:

- Road checks
- Vehicle maintenance
- 1505 S Geyers Church Rd: cut off excess concrete storm sewer pipe
- Paving: 641 S Geyers Church Rd, 132 N Geyers Church Rd
- Closed roads due to flooding, cleaned debris from roads & filled in washouts due to storm
- Removed flail mower & placed broom on tractor
- 1505 S Geyers Church Rd: excavated, formed & poured concrete wall
- 1505 S Geyers Church Rd: strip forms from concrete wall, backfill, place rock, install grates

- Swept stones from Locust Grove Rd that were washed onto roadway
- Put leaf box on truck 3
- Put boom mower on tractor
- Zion Rd: rebuild swale that was washed out during storm
- Zion Rd/ Gingrich Rd: clean roadside swales
- Start vacuuming leaves from gutters
- Put plows & salt spreaders on trucks, test to make sure all works
- Repair garage door
- Replace clutch bracket on truck 22
- Winterize Sunset Park

Bar & Grill Report – Anthony Cover

Mr. Cover was absent. Mr. Johnson included the bar & grill report in his golf course report.

Golf Course – Mike Johnson

Golf Course Meeting notes for November & December 2015:

- Total revenue for the month of November 2015 through the 25th is \$30,620.68 total revenues for the month of November 2014 were \$17,942.27.
- We have the clubhouse rented out 4 times in December for private events.
- We are continuing to send mailers out to past outings and clubhouse rentals as well as follow up phone calls to see if they would like to rebook with us again for 2016.
- For the month of December we will continue to market the course by sending out all of our information regarding golf outings, clubhouse rentals, memberships and tee sponsorships as well as grill room specials to our past outings, clubhouse guests and golfers that have played our course or rented our clubhouse in the past.
- “Raymond the Amish Comic” will be performing at Sunset Bar & Grill on December 12th starting at 8pm.
- Anthony is working on booking clubhouse rentals as well as Holiday parties for December.
- So far for the 2016 season we have 73 golf outings booked as well as the clubhouse rented out 15 times for private events.

Engineer’s Report – Andrew Kenworthy

Bridges

Mr. Kenworthy informed the board that the three bridges were re-bid and the bids are being compiled now.

537 Plan

Mr. Kenworthy reported that there were a few glitches with the 537 Plan but is hoping for approval shortly.

Solicitor’s Report – Mark Stewart

No report.

EMA Report – Les Gilbert

No report.

New Business

Ordinance 2015-3 Sewers & Sewage Disposal Amendment

A Public Hearing was held prior to tonight's regular meeting regarding Ordinance 2015-3.

Mr. Kopp motioned to approve Ordinance 2015-3, Mrs. Dale seconded. Motion approved.

Old Business – None

Executive Session – Personnel Matter

Mr. Geyer adjourned to Executive Session regarding a personnel matter at 8:17pm

Mrs. Dale motioned to adjourn the Executive Session and reconvene the regular meeting at 10:15pm, Mr. Shellenhamer seconded. Motion approved.

Mr. Shellenhamer motioned to adjourn the regular meeting at 10:16pm, Mrs. Dale seconded. Motion approved.