

Londonderry Township Board of Supervisors
REGULAR MEETING MINUTES
February 6, 2017
7:00p.m.

The Londonderry Township Board of Supervisors held their regularly scheduled meeting on Monday, February 6, 2017 at the Londonderry Township Municipal Building, 783 S. Geyers Church Road, Middletown, Pennsylvania, beginning at 7:00 p.m.

Present: Ron Kopp, Chairman 2017
Mel Hershey, Vice Chairman 2017
Anna Dale, Member
Mike Geyer, Member
Bart Shellenhamer,
Steve Letavic, Manager
Jeff Burkhart, Code/Zoning Officer
Andy Brandt, Public Works Director
Mike Johnson, Golf Course Manager
Jim Diamond, Solicitor
Andrew Kenworthy, Engineer

Absent: Kelsey Schwenk, MS4 Environmental Specialist
Sam Risteff, Golf Course Superintendent
Les Gilbert, EMA Director

Salute the Flag

Summary Motion

Board Chairman Mr. Kopp, requested a summary motion be made to ratify the multiple appointments and multiple actions taken at the January 3rd 2017 re-organization / regular meeting.

Mrs. Dale made a motion to ratify the nominations of Mr. Kopp as Board Chairman, Mr. Hershey as Vice Chairman and Mr. Letavic as Secretary made at the January 3rd 2017 re-organization portion of the meeting as reflected in the minutes of the meeting. Seconded by Mr. Geyer.
Call for vote. Motion approved

Mr. Shellenhamer made a motion to ratify the multiple appointments made at the January 3rd 2017 re-organization portion of the meeting as reflected in the minutes of the meeting. Seconded by Mrs. Dale.
Call for vote Motion approved

Mr. Hershey made a motion to ratify the individual motion to approve Resolution 2017-1 Mileage Re-imbursement Rate made at the January 3rd regular meeting as reflected in the minutes of the meeting. Seconded by Mrs. Dale.
Call for vote Motion approved

Mr. Geyer made a motion to ratify the approval of the December 5th 2016 regular meeting minutes presented at the January 3rd regular meeting as reflected in the minutes of the meeting. Seconded by Mrs. Dale.
Call for vote Motion approved

Mr. Shellenhamer made a motion to ratify approval to increase the tax certification fee charged by the Tax Collector's Office from \$10 dollars to \$20 dollars made at the January 3rd regular meeting as reflected in the minutes of the meeting.
Seconded by Mr. Hershey.
Call for vote Motion approved

Mrs. Dale made a motion to ratify approval for payment of invoices as presented in the Treasurer's report for December 2016 made at the January 3rd regular meeting as reflected in the minutes of the meeting. Seconded by Mr. Shellenhamer.
Call for vote Motion approved

Mr. Hershey made a motion to ratify approval of the sale of the 1997 F-350 dump truck sold on Munibid for \$13,980 made at the January 3rd regular meeting as reflected in the minutes of the meeting. Seconded by Mrs. Dale.
Call for vote Motion approved

Citizen's Input

None

Approval of Minutes . January 3, 2017

Mr. Kopp requested the Board consider approving the 01-03-17 meeting minutes as presented.

Mr. Shellenhamer made a motion to approve the January 3rd 2017 minutes as presented. Seconded by Mr. Hershey.
Call for vote Motion approved

Manager's Report . Steve Letavic

Mr. Letavic reported that during the last month his office has been working closely with the MS-4 department in conducting field inspections and providing support for the upcoming Farmer's Field Day initiative. In addition there are certain accounting functions that are being transitioned to an outside accounting firm in order to streamline the accounting office which requires his detailed attention.

Simultaneously the auditors are engaged in the annual financial audit.
Mr. Kopp requested clarification regarding what phase of the audit is underway.
Mr. Letavic explained the audit is in phase two which is the final stage before draft financial statements are released in May for the year 2016.

Mr. Hershey asked if assistance is need to support the Farmers Field day effort. Mr. Letavic pointed out that Mr. Kopp is providing extensive information and guidance that is being used to develop the program which is designed to assist farmers in meeting their statutory requirements. The goal of the program is to take a pro-active approach by providing sufficient information that will best link farmers to funding streams.

Treasurer’s Report . Steve Letavic

Mr. Letavic requested the Board consider approving payment of the bills for January 2017 as presented.

Payment of Invoices:

FUND	Checks written in January for Supervisor approval	TOTAL By Fund
General Fund	\$ 130,795.21	\$ 130,795.21
Golf Course	\$ 14,102.20	\$ 14,102.20
Liquid Fuels	\$ 248,640.77	\$ 248,640.77
Escrow		
LVFC		
Debt Service	\$ 42,357.66	\$ 42,357.66
Total by when written	\$ 435,895.84	\$ 435,895.84

Mrs. Dale made a motion to approve payment of the bills for January 2017 as presented. Seconded by Mr. Shellenhamer.

Discussion:

Mr. Kopp questioned if the liquid fuels payment was for a paving project. Mr. Letavic stated the payment was to Crilon Corporation for the paving of S. Geyers Church road.

Call for vote Motion approved

Zoning & Codes Report . Jeff Burkhart

The Board of Supervisors were asked to approve the release of the current Surety Bond being held in the amount of \$10,000. A stormwater management basin (rain garden) associated with the construction of a new residence at 901 Elwood Drive has been completed as per a review by HRG dated January 13, 2017; the current Surety Bond for that work is recommended for release in full.

Mr. Hershey made a motion to approve the Release of Improvement Guarantee for Eric J. & Dolly M. Crawford (Private SWM Basin), 901 Elwood Drive. The Township will forward a letter acknowledging this action to the Bond agency upon approval. Seconded by Mrs. Dale.

Call for vote Motion approved

The Board of Supervisors were asked to accept the proposed date of Saturday, May 13, 2017 at 9:30 am for the 4 mile loop Vinewinder Race beginning and ending at the Vineyard and Brewery at Hershey as presented with the information attached.

The footrace is again being organized by the East Shore YMCA (Harrisburg) and the course for the race is exactly the same as it has been in years past. The organizers of the event have already begun meetings with the Township Fire Company (Fire Police) and PA DOT as needed.

Mr. Shellenhamer made a motion to Approve / Accept the Course Route and Temporary Street Closures for the 2017 Vinewinder Race . a 4 mile loop . beginning and ending at the Vineyard and Brewery at Hershey, 598 Schoolhouse Road, on May 13, 2017 at 9:30 am as presented. Seconded by Mr. Geyer.
Call for vote Motion approved

The Township has received a Minor Subdivision/Lot Add-On Plan for Adam Weber and George Bencoter involving properties located at 3673 Dew Ave. and 3492 E. Harrisburg Pike. A vacant 5.9972 acre tract of land currently owned by Rodman Rose will be divided into two parts with 1.3438 ac. being transferred and added to the Weber property and the remaining 4.6533 ac. being transferred and added to the Bencoter property as side / rear yard additions. Action by the Township Planning Commission is being scheduled for February 22, 2017 at its regular meeting. Copies of the plan are available for viewing at the Township Building.

The Township has received a Minor Subdivision/Lot Add-On Plan for Bryon Earhart and Russell Earhart, Sr. involving properties located at 60 N. Geyers Church Road and 2507 E. Harrisburg Pike. A 0.237 ac. portion of land currently owned by Russell Earhart will be transferred and added to the Bryon Earhart property as a side yard addition. Action by the Township Planning Commission is being scheduled for February 22, 2017 at its regular meeting. Copies of the plan are available for viewing at the Township Building.

Mr. Geyer requested an update on the results of the Zoning Hearing Board meeting held on January 9, 2017 for the property at 405 Hoffer Road tax parcel 34-026-032 to consider granting a special exception to permit use of the property as a contractor's office for the purpose of storing materials and parking vehicles and equipment.

Mr. Burkhart stated that the Zoning Hearing Board voted to grant the applicant a special exception.

MS4 Environmental Department – Mr. Letavic

Mr. Letavic presented the MS-4 Department's report discussing meetings that were held at the Golf Course to prepare an agenda for the Tri-County Farmers Resource effort that involves projects within the Conewago Creek Watershed in conjunction with Dauphin County Conservation District, NRCS, the Chesapeake Bay Foundation, Pheasants Forever and Penn State Extension.

In addition a collaborative tree planting effort with Lower Swatara, Derry Township Municipal Authority and the Manada Conservancy is planned for the spring.

The report for January and a schedule for February is on file.

Discussion:

Mr. Geyer asked if the Farmers Field Day was scheduled for March 3rd.
Mr. Letavic verified that date.

Mr. Hershey asked the location.

Mr. Letavic stated the meeting will be held at the Golf Course.

Public Works Report . Andy Brandt

Mr. Brandt presented a report detailing the work done in the month of January and discussed work planned for the month of February.

The report for January and a schedule for February is on file.

Discussion:

Mr. Kopp offered an observation that the speed bumps near the school are causing some motorists to drive around the speed bumps creating a rut. Mr. Brandt will examine some alternatives to correct the problem.

Mr. Hershey asked how the cooperative effort with Conewago Township is functioning. Mr. Brandt stated both Townships are working well together.

Mr. Letavic provided information about the status of the damaged decorative wall located at the entrance to Sunset Golf Course from S. Geyers Church Road. Mr. Diamond noted that the Township and insurance company agreed in principle to have the replacement wall reasonably match the existing wall on the opposite side with the option to re-visit the claim if the new wall does not closely match the old wall.

Golf Course and Bar & Grill Report - Mike Johnson

Mr. Johnson presented a report for the months of January and February.

Report is on file.

Mr. Johnson presented a report for the months of January and February on behalf of Mr. Risteff.

Report is on file.

Engineer's Report . Andrew Kenworthy

Mr. Kenworthy reported that the 2014 Beagle Breaburn, Hollendale bridge contracts have been completed and finalized.

Application for local share funding on a structure on Swatara Creek Road has been submitted. Awaiting award decision estimated to be in March.

Monitoring the tree clearing project across from the Township maintenance building by the Rugby Club.

Mr. Kopp asked the time line for the structure on Swatara Creek road. Anticipated fall 2017 as the earliest time frame.

Solicitor's Report . Jim Diamond

Mr. Diamond had no report however, he requested an executive session to discuss enforcement and legal claim issues and a tentative settlement concept.

EMA Report. No report

Mr. Hershey discussed the upcoming 2017 TMI drill scheduled for February 13th which is a precursor to the TMI drill in April 2017.

New Business:

General discussion regarding the upcoming PSATS Conference. Township will coordinate registration.

Old Business

Parking issue with the restaurant at the corner of N. Geyers Church Rd and Middletown Pike has improved.

Mr. Hershey raised the issue concerning the status of the Park & Recreation Board. Mr. Letavic will review the Park & Recreation by-laws with the Solicitor to develop recommendations for presentation to the Board.

Mr. Hershey asked the status of the third party %&A+accounting firm effort. Mr. Letavic indicated the transition of accounting activities to a third party is moving forward in a positive direction.

Executive Session:

Mr. Kopp adjourned the regular meeting to an Executive Session at 7:48 pm for a legal matter.

Regular Meeting:

Regular meeting reconvened at 8:39 pm. Mr. Shellenhamer motioned to adjourn the meeting, Mrs. Dale seconded the motion. Meeting adjourned.

“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”