

Londonderry Township Board of Supervisors

Regular Meeting Minutes

February 1, 2016

7:00p.m.

The Londonderry Township Board of Supervisors held their regularly scheduled meeting on Monday, February 1, 2016 at the Municipal Building, 783 S. Geyers Church Road, Middletown, Pennsylvania, beginning at 7:00 p.m.

Present: Bart Shellenhamer, Chairman
Ron Kopp, Vice Chairman
Mike Geyer, Member
Mel Hershey, Member
Steve Letavic, Manager
Chris Feese, Finance Director
Jeff Burkhart, Code/Zoning Officer
Andy Brandt, Public Works Director
Allison Funk, MS4 Environmental Specialist
Amanda Kopel, MS4 Intern
Mark Stewart, Solicitor
Andrew Kenworthy, Engineer

Absent: Anna Dale, Member; Beth Graham, Office Manager; Mike Johnson, Golf Course Manager; Les Gilbert, EMA Director

Salute the Flag

Citizen's Input

Steve Wisneiski, Locust Grove Road - Thank you to the road crew for the great job they did with plowing the 30" of snow this weekend.

Approval of Minutes – January 20, 2016

Mr. Kopp motioned to approve the minutes as presented, Mr. Hershey seconded. Motion approved.

Manager's Report – Steve Letavic

DCIB Bridge Projects

Mark Stewart's office is reviewing the documents, upon completion the bids will be awarded and construction will start in the spring.

Tourism Grant

The township applied for a joint grant with the Vineyard of Hershey and was awarded \$10,000 for entertainment. We will be working with the Vineyard to have better name acts and provide entertainment one night at Sunset Bar and Grill and the next night at The Vineyard of Hershey.

Performance Appraisals

We have started working on appraisals and should have them completed and to the board by the end of the first quarter, providing there are no more large snows to delay the process.

Treasurer's Report – Chris Feese

Payment of Invoices

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

General Fund	\$159,191.33
Golf Course Fund	\$11,885.71
Liquid Fuels	\$94,886.74
Escrow	\$0
Fire Company	\$0
ICC	\$0
Debt Service	<u>\$42,357.66</u>
TOTAL	\$308,321.44

Mr. Geyer motioned to approve the payment of invoices, Mr. Hershey seconded. Motion approved.

Zoning & Codes Report – Jeff Burkhart

RESOLUTION 2016-3 Plan Revision for New Land Development

Sewer Planning Module for Loretta J. Rea, 1018 Locust Grove Rd

Mr. Kopp motioned to approve the planning module as presented, Mr. Hershey seconded. Motion approved.

MS4 Environmental Department - Allison Funk and Amanda Kopil

Ms. Funk and Ms. Kopil provided a power point presentation on General Stormwater and Permit Awareness as part of the required annual training for residents and staff.

Mr. Kopp asked if the pictures on the power point were of Londonderry Township and Ms. Funk explained they were not. Mr. Kopp stated there should be a disclaimer stating the photos were not of Londonderry Township.

Mr. Kopp also asked if inlet markers were installed on private property. Ms. Funk explained that inlet markers are installed on private property because they are a part of our MS4. He then asked if they have been completed to which Ms. Funk responded that there were a few left because of a pending project in the Autumnwood Drive area, and others that needed some extra work to install. Ms. Funk further explained that after they install the remaining markers, they will mark any inlets that were not marked on the map.

Mr. Letavic asked how the Operations and Maintenance Plan was progressing. Ms. Funk explained that they are in the process of reviewing it with Andy Brandt, Public Works Director, to determine if what is on there is feasible. Ms. Funk explained that the O&M is what we should be doing, however, there may be some things in there that we cannot do. She stated that the O&M is a part of MCM #6.

Mr. Hershey asked if we have a list of chemicals being used by the golf course. Ms. Funk stated that she is working with Sam Risteff, Golf Course Superintendent, and Andy Brandt to develop a list of all products used on township properties. They will then determine if there is something better and less harmful to the environment that they

should be using. This will also help in the disposal of unnecessary products that are no longer used or needed.

Public Works Report – Andy Brandt

Mr. Brandt reported on the work completed in the month of January and the plowing that was done due to the 30" of snow that occurred in January. He also reported that in February the department will be trimming trees, rebuilding bocce ball court, plus truck and equipment repair.

Mr. Kopp asked what kind of questions were coming in regarding the plowing. Mr. Letavic reported that he received 20 complaints and after talking with each person only one resident was still upset.

Mr. Kopp commented that all roads had one lane open within 24 hours of the storm ending and he commended Mr. Brandt and the crew for that impressive feat, knowing the size of the storm and how fast it was coming down. Mr. Kopp had helped plow during this storm and commented on the appreciation he felt from most residents as he came by to open up their roads. He stated that many were in their driveways shoveling or snow blowing and would cheer as the truck went by.

Mr. Shellenhamer shared the same sentiments as Mr. Kopp as he was in a truck with staff to witness the severity of the storm and the challenges that faced our plow drivers.

Mr. Geyer asked how the equipment held up through storm. Mr. Brandt stated that one plow hit a guide rail and they had two hoses break, but other than that everything held up very well.

Mr. Shellenhamer also commented that the addition of Craig Kinsey, Ass't. Golf Course Superintendent, being able to run a back hoe so well was an asset.

Golf Course and Bar & Grill Report – Steve Letavic

Mr. Letavic reported for Mike Johnson that every outing from last year has re-booked for 2016 and he has spent time working trade shows handing out advertising opportunities.

Engineer's Report – Andrew Kenworthy

Resolution 2016-4 ACT 537 Plan

Mr. Kenworthy explained that the board had passed ACT 537 in the past however, Pa DEP had issues with the plan so HRG made revisions that would be acceptable to Pa DEP, plus there was a delay with the Middletown Authority which is part of the plan for them to take the sewer in that direction someday. HRG withdrew the original plan submitted to Pa DEP and asked the board to consider approving Resolution 2016-4 which they will then submit to Pa DEP.

Mr. Geyer motioned to approve Resolution 2016-4, Mr. Hershey seconded. Motion approved.

Solicitor's Report – Mark Stewart

Mr. Stewart requested an Executive Session to discuss a legal matter.

Mr. Shellenhamer adjourned the regular meeting to an Executive Session at 8:45pm.

Mr. Hershey motioned to adjourn the Executive Session at 8:52pm, Mr. Geyer seconded. Motion approved.

Mr. Shellenhamer reconvened the regular meeting at 8:53pm.

EMA Report – Les Gilbert (Absent)
No Report.

New Business

Request from (SARAA) Susquehanna Area Regional Airport Authority to approve a letter which would find that their planned tree removal at Sunset Golf Course would have a Di Minimis impact on the golf course as that term is used in the U.S. Department of Transportation Act of 1966.

Mike Johnson, Sam Risteff, Steve Letavic, Andrew Kenworthy and Mark Stewart have worked together with the airport authority staff and their engineers to develop a plan that would mitigate the impacts, which everyone knows would be significant to the golf course. It appears that everyone working together has made it possible to make it a positive situation for the golf course. We believe that ultimately, in the end, Sunset Golf Course will be better because of it.

Mr. Kopp motioned to approve sending the Di Minimis Finding Letter to SARAA as outlined, Mr. Geyer seconded. Motion approved.

Mr. Kopp thanked everyone who worked on the project as it will save the taxpayer money. Mr. Hershey was pleased with the outcome as it will benefit both the airport and Sunset Golf Course. Mr. Letavic noted that it is how good government should work, by both government agencies working together to benefit both. He also thanked the team for working hard to create a positive outcome. Mr. Stewart commended the SARAA board for displaying a strong commitment in wanting to have input and work together with the township.

Old Business - None

Executive Session

Mr. Shellenhamer adjourned the regular meeting to an Executive Session at 9:04pm for a legal matter.

Mr. Hershey motioned to adjourn the Executive Session at 9:54pm, Mr. Geyer seconded. Motion approved.

Mr. Geyer motioned to adjourn the regular meeting at 9:55pm, Mr. Hershey seconded. Motion approved.