

Londonderry Township Board of Supervisors

Meeting Minutes

January 6, 2014

7:00pm

The Londonderry Township Board of Supervisors held their re-organizational meeting and regularly scheduled meeting on Monday, January 6, 2014 at the Municipal Building, 783 South Geyers Church Road, Middletown, Pennsylvania, beginning at 7:00 p.m.

Present: Ronald Kopp, Chairman
Anna Dale, Vice-Chairman
Bart Shellenhamer, Member
Mike Geyer, Member
Doug Gellatly, Member
Steve Letavic, Township Manager
Jeff Burkhart, Codes/Zoning Officer
Beth Graham, Office Manager
Myron Stoner, Finance Director
Andrew Kenworthy, Engineer

Absent: Mike Johnson, Golf Course Manager; Wade Burrell, Public Works Director

Salute the Flag

RE-ORGANIZATIONAL MEETING

Temporary Chairman

Mr. Shellenhamer motioned to appoint Ron Kopp, Mrs. Dale seconded. Motion approved.

Chairman

Mr. Shellenhamer motioned to appoint Anna Dale, Mr. Geyer seconded. Motion approved.

Vice Chairman

Mr. Shellenhamer motioned to appoint Mike Geyer, Mr. Kopp seconded. Motion approved.

Mr. Geyer motioned to appoint:

Manager – Secretary - Ass't. Treasurer – Steve Letavic

Treasurer - Ass't. Secretary – Myron Stoner

Treasurers Bond Amount - \$500,000.00

Auditors - Brown Shultz, Sheridan Fritz / Jim Koontz

Engineers - HRG/Andrew Kenworthy

Vacancy Board Chairman - Mel Hershey

Fire Marshal – State Police

Emergency Management Agency Coordinator – Les Gilbert

Planning Commission – Carolyn Akers, Term ending 2017

Planning Commission – Patience Basehore, Term ending 2017

Zoning Hearing Board – Joe Sheehan, Term ending 2018

Zoning Hearing Board – Jay Kopp, Term ending 2018

Zoning Solicitor - John Davidson

Code/Zoning Officer – Ed Drexel

Code/Zoning Officer – Jeff Burkhart

SEO – Robert Whitmore

Alternate SEO - HRG Engineering

Right- To-Know Officer – Steve Letavic

Ass't. Right-To-Know Officer – Beth Graham

CAPCOG – Anna Dale
CAPCOG Alternate – Bart Shellenhamer
Communities That Care – Mike Geyer
Depository: Susquehanna Banks - General Fund
Mid Penn Banks - Golf Course Fund

Mr. Shellenhamer seconded. Motion approved

Legal Counsel – Eckert Seamans/ Mark Stewart

Mr. Geyer motioned to appoint Eckert Seamans/ Mark Stewart, Mr. Shellenhamer seconded.
Mr. Gellatly – no. Motion approved.

Resolution 2014-2 Fee Schedule

Resolution 2014-3 Mileage Reimbursement Rate

Mr. Shellenhamer motioned to approve Resolution 2014-2 and Resolution 2014-3, Mr. Geyer seconded. Motion approved.

PSATS Participation & Voting Delegate – Anna Dale

Mr. Kopp motioned to appoint Anna Dale as the PSATS Voting Delegate, Mr. Shellenhamer seconded. Motion approved.

Employees 2014 Wages

Board information only, no action taken

REGULAR MEETING

Citizens Input - None

Approval of Minutes – December 2, 2014

Mr. Kopp motioned to approve the December 2, 2013 minutes as presented, Mr. Geyer seconded. Mr. Gellately requested that the minutes be amended to reflect the detail of the Lytle Farms discussion. The board members agreed to the request and Mr. Kopp changed his motion to approve the minutes with the following amendments: The waivers that were approved by the Board of Supervisors had been reviewed by the Planning Commission, Solicitor and Engineer. There was discussion of the slope approaching Rte. 230 as well as the subject of water and sewer. Motion approved.

Manager's Report – Steve Letavic

Penn Works Grant Update

Mr. Letavic reported that the \$5,000,000.00 grant application for water and sewer on Vine Street was not successful due to the grant money going to shovel ready projects. They will revisit the Penn Works Grant and look for other funding streams.

Ag Zoning Update

Mr. Letavic stated that the board had tasked him, Ed Drexel & Jeff Burkhart with reviewing the Ag and Residential Zoning. They have started looking at the Ag Zoning with Charlie Schmehl of URDC and should have a draft ordinance for the board to review and comment on in about 3 weeks.

OLSDS Ordinance Update

Mr. Letavic reported that Mr. Kazlauskas and Jeff Burkhart are working on the implementation schedule for the 2014 start.

Department Reports

Treasurer's Report – Myron Stoner

Mr. Stoner requested approval of payment for the following expenditures:

General Fund	\$180,261.90
Golf Course Fund	\$22,836.90
HMPG	\$21,119.05
Liquid Fuels	\$11,839.50
Escrow	\$3,615.45
Fire Company	\$0
ICC	\$6,233.01

Mr. Geyer motioned to approve payment of the bills, holding the checks until January 8th to provide time for further review, Mr. Kopp seconded. Motion approved.

Gaming Grant Reimbursement Requests

Mr. Shellenhamer motioned to approve the reimbursement request of Resolution 2013-18 in the amount of \$10,471.71 and Resolution 2012-19 in the amount of \$71,878.57, Mr. Kopp seconded. Motion approved.

Resolution 2014-1 Renewal of Liquor License

Mr. Shellenhamer motioned to approve Resolution 2014-1, Mr. Geyer seconded. Motion approved.

Code/Zoning Report – Jeff Burkhart

Living Hope Church – Time Ext. until April 13, 2014

AT&T (Roundtop Rd.) – Time Ext. until February 5, 2014

Mr. Shellenhamer motioned to accept the time extensions for Living Hope Church and AT&T, Mr. Kopp seconded. Motion approved.

Friends In Action – Time Ext. until April 6, 2014

Mr. Shellenhamer motioned to accept the time extension, Mr. Kopp seconded. Mrs. Dale refrained from voting due to a conflict of interest. Motion approved.

Public Works – Wade Burrell

Work Completed December, 2013

- Completed weekly road checks including checking signs, storm water inlets, general road conditions, and for possible debris on roadways causing a hazard to the community.
- Responded to Pennsylvania Call One requests for inspections of underground utilities.
- Responded to road permit requests, and issued necessary permits.
- Inspected the fence line around the driving range at the golf course.
- Equipment maintenance.
- Assist Golf Course in cutting the ornamental grasses.

- Finish vacuuming of leaves out of township swales.
- Visited Hampden Township to view demonstration on snow and ice melting procedures using liquid chlorides.
- Began tree trimming.
- Received two salt deliveries.
- Responded to multiple winter storms.

Work Scheduled for January, 2014

- Continue maintaining trees and shrubs along Swatara Creek Road..
- Continue the township's tree trimming program.
- Be prepared to respond to any inclement weather.

Golf Course Manager – Mike Johnson

- Total gross revenues for the month of November were: \$17587.26 compared to \$23878.22 in 2012. Total gross revenues YTD are \$986,031.27 compared to \$989,190.84 in 2012.
- We are continuing to market our Golf Tee Sponsorship Program to any business or individual that would like to advertise with us on our golf course tee signs as well as in our clubhouse.
- We have the clubhouse rented out 4 times in January for private events.
- For the month of January we will be sending out all of our information regarding golf outings, clubhouse rentals, memberships as well as other specials to our past outings, clubhouse guests and golfers that have played our course. We will continue to market the course this winter by attending East and West Shore Chamber Events, Harrisburg Young Professional Events as well as attending various other marketing events throughout our area:
 - 2014 Farm Show
 - 2014 Pa. Auto Show
 - 2014 Pa Outdoor Show
 - 2014 Pa Home Builders Show
- So far for the 2014 golf season we have 79 golf outings booked, as well as 21 clubhouse rentals.
- We will continue to clean and winterize our golf carts for the season, oil changes-filters etc...
- We will be cleaning and painting the clubhouse as needed.

Engineer's Report – Andrew Kenworthy

DCIB Grant – waiting on the announcement of awards. If we are approved then bridge projects will occur this year.

Swatara Creek Water Line – Continue to work with PA American Water and planning to start construction in the spring.

Solicitor's Report

None

EMA – Lester Gilbert

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Mr. Gilbert reported that he plans to keep the EMA running as well as Sam Naples has run it over the years and most volunteers are staying on the EMA.

New Business - None

Old Business - None

Mr. Geyer motioned to adjourn the meeting at 8:21pm, Mr. Kopp seconded. Motion approved.