

**Londonderry Township Board of Supervisors
Meeting Minutes**

July 1, 2013
7:00pm

The Londonderry Township Board of Supervisors held their regular scheduled meeting on Monday, July 1, 2013, 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
Steve Letavic, Township Manager
Beth Graham, Office Manager
Ed Kazlauskas, Code/Zoning Officer
Mike Johnson, Golf Course Manager
Wade Burrell, Public Works
Andrew Kenworthy, Engineer
Peter Henninger, Solicitor

Absent: Andy Doherty, Member

**REGULAR MEETING
Salute the Flag**

Citizen's Input

Bob Heuison, S. Geyers Church Road - Question regarding why the May minutes didn't reflect his observation regarding the sewer brochure.

Approval of Minutes – June 3, 2013

Mrs. Dale motioned to approve the June 3, 2013 minutes as presented, Mr. Shellenhamer seconded. Motion approved.

Manager's Report – Steve Letavic

PA American Water Grant – Check Presentation

Mike Salvo, PA American Water, presented a check in the amount of \$8000.00 to the Board of Supervisors. The money will be used to purchase trees and shrubs for the area along Swatara Creek Road where the flooded homes were purchased by Londonderry Township through the Flood Hazard Mitigation Grant Program. Plantings will be done by employees and volunteers from the community.

Resolution 2013-7 DCIB Application

Mr. Letavic asked for permission to apply for a loan from the Dauphin County Infrastructure Bank in the amount of \$925,000.00 to be used to repair 3 bridges. The loan will be paid back over 10 years at a .5% fixed rate.

Mr. Shellenhamer motioned to apply for the Dauphin County Infrastructure Bank loan in the amount of \$925,000.00, Mrs. Dale seconded. Motion approved.

Resolution 2013-8 DCED Grant Request

Mr. Shellenhamer motioned to approve filing for the Department of Community and Economic Development Grant in the amount of \$5,000,000.00 to bring sewer and water to the Vine Street corridor, Mr. Geyer seconded. Motion approved.

Resolution 2013-9 Bank Signatory

Mr. Letavic requested Beth Graham be added as a signer on the bank accounts in the absence of an accountant.

Mrs. Dale motioned to approve adding Beth Graham as a signer, Mr. Geyer seconded. Motion approved.

Department Reports

Treasurer's Report – Steve Letavic

Mr. Letavic requested permission to pay bills in the amount of:

General Fund	\$94,007.25
HMGP	\$7,403.95
Golf Course Fund	\$62,680.52
Escrow Fund	\$0
Liquid Fuels	\$0

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

Code/Zoning Report – Ed Kazlauskas

Lytle Farms – Phase I Time Extension to October 6, 2013

Mr. Shellenhamer motioned to approve the Time Extension to October 7, 2013, as October 6 is a Sunday, Mrs. Dale seconded. Motion approved.

Municipal Office – Beth Graham

Stars & Stripes Salute

Attendance estimate of 5500 spectators, considerably more than last year.

New this year:

- Lt. Col. Doug Etter & Maj. Ryan Greenawalt spoke at Sunset Bar & Grill prior to speaking in the park.
- Veterans Golf Tournament

Sunset Bar & Grill - \$163.00 in raffle sales. A gentleman from the Disabled American Veterans was selling t-shirts at the grill.

Sunset Park - \$1,228.00 in concession sales

Financial Donations – Total raised to date through businesses and individuals is \$29,175.00 and another \$3,500 promised. Our potential amount raised for the event this year is \$34,066.

Approximate Expenses - \$28,000

Public Works – Wade Burrell

Winter Services Agreement

Mr. Burrell asked the Board to approve the Winter Services Agreement with PaDOT. Mrs. Dale motioned to approve the agreement, Mr. Shellenhamer seconded. Motion approved.

Work Completed June 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 per our agreement with Army Corp of Engineers.
- Equipment maintenance.
- Mow in Braeburn Park, Township Office, Londonderry Fire Dept., and Londonderry's properties on Swatara Creek Road.
- Repaired play equipment in the park.
- Repaired the underground water line near the bocce ball court water hydrant.
- Cleaned out swales on Felker and Roslyn to help with water drainage.
- Attended Pennsylvania One Call Safety Day.
- Clean up Lauffer Road off of Iron Mine Road, order and install new signs, cut back brush and trees from roadsides, per inspection from Raudenbush Engineering Inc., in accordance with the Dauphin County Local Bridge Inspection Program.
- Mow properties along Swatara Creek Road in preparation for the demolition crew.
- Continued with our catch basin repair program.
- Prepare for Stars and Stripes event.
- Continue mowing roadsides with the township's flail mower.

Work Scheduled for July, 2013

- Pull shoulders on Miller Road.
- Patch work on Steinruck and Iron Mine Roads.
- Continue with catch basin repairs.

Golf Course Manager – Mike Johnson

Golf Course Meeting notes for June & July 2013

- Total gross revenues for the month of June were: \$159,024.93 compared to \$164,528.02 in 2012. Total gross revenues YTD are \$431,978.86 compared to \$475,703.78 in 2012.
 - (-\$43,724.92 All weather related, so far we have been closed 44 more days this year compared to last year at this time!)
- 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 5 times in July for private events.
- For the month of July we will continue to send 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 have 15 golf outings booked in July.
- We will be hosting our Junior Golf Clinic on July 22nd – July 25th
- Our Stars and Stripes event was held on Saturday June 29th
 - The New Holland Band played in the park.
 - Rumor Has It played on the deck. A good time was had by all.
 - (Our grill room did almost \$4,000.00 in sales for the night.)
- Our Live Entertainment schedule for July is as follows:
 - July 4th - Ginger Child
 - July 11th - Jeff J. Walker
 - July 18rd - Stu Huggins
 - July 25th - Jeff J. Walker

Engineer's Report – Andrew Kenworthy
ON-LOT DISPOSAL SYSTEM ORDINANCE

Final draft version being circulated for consideration.

ACT 537 PLAN UPDATE

See project specific report.

FLOOD HAZARD MITIGATION GRANT

Demolition to be substantially completed in mid-July.
Last property closing is being prepared for settlement.

VINE STREET / PA AMERICAN WATER SERVICE EXTENSION

Continuing to work in cooperation with PA American Water to obtain Highway Occupancy Permit for waterline extension.

- a) PennDOT has indicated that they will not approve uncased plastic pipe within the Limited Access Right-of-Way. HRG is preparing design alternatives.
- b) Targeting obtaining permits in July and bidding in August.

Solicitors Report – Peter Henninger

PLCB Hearing was held on June 25th with regards to extending the 1-year Noise Ordinance. The hearing went very well and we should hear something within the next few weeks.

DTMA Easement Agreement

Mr. Henninger informed the board that DTMA would like to extinguish the agreement of the easement for the sewer line along Swatara Creek Road

Mr. Shellenhamer motioned to approve to extinguish the easement agreement with DTMA, Mrs. Dale seconded. Roll call vote: Bart - yes; Mike – yes; Anna – yes; Ron – yes. Motion approved.

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Swatara Creek Road – Sage Property Update

Mr. Henninger has followed up with the mortgage company and will continue to do so on a consistent basis until it is completed.

New Business - None

Old Business – None

Executive Session

Mr. Shellenhamer motioned to adjourn the meeting at 8:20pm, Mrs. Dale seconded. Motion approved.