

Londonderry Township Board of Supervisors

Meeting Minutes

September 3, 2013

7:00pm

The Londonderry Township Board of Supervisors held their regular scheduled meeting on Monday, September 3, 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
Myron Stoner, Finance Director
Jeff Burkhart, Zoning Officer
Beth Graham, Office Manager
Mike Johnson, Golf Course Manager
Wade Burrell, Public Works Director
Andrew Kenworthy, Engineer
Peter Henninger, Solicitor

Absent: Andy Doherty, Member

REGULAR MEETING

Salute the Flag

Citizen's Input - None

Approval of Minutes – August 5, 2013

Mrs. Dale motioned to approve the August 5, 2013 minutes as presented, Mr. Shellenhamer seconded. Motion approved.

Manager's Report – Steve Letavic

2014 Budget Update

Mr. Letavic stated that he sent out the first draft of the 2014 budget on August 30th and is available to answer questions.

Swatara Creek Road – Riparian Buffer Planting

On September 21st at 9:00am, rain or shine, township staff along with volunteers from PA American Water, PSU Extension, Dauphin County Conservation District, Conewago Watershed and others, will be planting 900 trees & shrubs in the areas where the houses have been demolished through the Flood Hazard Mitigation Grant.

Gaming Grant Update

The \$250,000.00 Gaming Grant application for the purchase of a new tanker for the fire company was submitted today.

Rain Barrel Workshop

The workshop took place on Sat., August 17th at the Municipal Building. There were 44 people in attendance and everyone received a free rain barrel.

Department Reports

Treasurer's Report – Myron Stoner

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

General Fund	\$73,652.50
HMGP	\$4,015.25
Golf Course Fund	\$87,454.00
Escrow Fund	\$0
Liquid Fuels	\$0
Fire Company	\$3,088.51

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

Code/Zoning Report – Jeff Burkhart

School Heights Village – Time Extension to March 22, 2014

Mr. Geyer motioned to approve the time extension request, Mr. Shellenhamer seconded. Motion approved.

Municipal Office – Beth Graham

Pavilion Rentals

Small – 72

Large - 47

Laserfiche

A desktop scanner was purchased and scanning of the parcel files has been started with hope of having all parcel files in Laserfiche by the end of the year.

Websites

Township - The content needed for the new website has been provided to Weber Advertising and we should have a draft of the site this week. The new website should be up and running by the end of September.

Golf Course - Professional photos of the golf course were taken last month by Nathan Merkel and will be added to the golf course website this week.

Daddy-Daughter Dance

Friday, October 11th, 6-7:30pm at the clubhouse.

Public Works – Wade Burrell

Work Completed August, 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.
- Sprayed in parks.
- Continued deck construction at Sunset Golf Course Clubhouse.
- Continued with our catch basin repair program.
- Continue mowing roadsides with the township's flail mower.

Work Scheduled for September, 2013

- Continue construction of Sunset Golf Course Deck.
- Patch work on Steinruck, Newberry, Swatara Creek, and Iron Mine Roads.
- Continue with catch basin repairs.

Golf Course Manager – Mike Johnson

Golf Course Meeting notes for August & September 2013

- Total gross revenues for the month of August were: \$166,569.86 compared to \$144,972.94 in 2012. Total gross revenues YTD are \$755,467.47 compared to \$773,999.01 in 2012.
 - (we are -\$ 18,531.54 behind last years totals do to weather related issues, so far we have been closed 41 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 held our 7th Annual TMI Golf Outing on Friday August 9th
 - TMI presented a check for \$50,000 to the Londonderry Township Fire Company.
 - This brings the total contribution, for the seven years of this tournament, to \$435,000.00
- We have the clubhouse rented out 6 times in September for private events.
- For the month of September 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 10 golf outings booked in September
- For 2014 so far we have 65 golf outings booked for the season, as well as the clubhouse being rented out an additional 14 times for private events.
- Our Live Entertainment schedule for September is as follows:
 - September 5th - Jeffrey J. Walker (Acoustic Variety Country/Rock)
 - September 12th - Gingerchild (Acoustic Variety Country / Rock)
 - September 19th - Jeffrey J. Walker (Acoustic Variety Country/Rock)
 - September 26th - Stu Huggins (Acoustic Variety)

Engineer's Report – Bill Swanik for Andrew Kenworthy
On-Lot Disposal System Ordinance

Final draft version circulated for consideration.

ACT 537 Plan Update

See project specific report.

Flood Hazard Mitigation Grant

Demolition of nine homes complete. Final payment being processed.

Last property closing continues to be pursued.

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) HOP Plans have been submitted to PennDOT and PAWC.
- b) Updated cost estimate established.
- c) HOP application review on hold by PennDOT pending receipt of certification letter from PAWC.

Road Evaluation

Began township wide road evaluation to establish program for long term maintenance, repair, or replacement.

Solicitors Report – Peter Henninger

Swatara Creek Road – Sage Property Update

Mr. Henninger spoke with the mortgage company today wh stated they need more information. They also stated that the V.A. appraiser would be out within 5 days and that the new settlement date is September 18th. Mr. Henninger informed her of his concerns with the deadlines and she understood the need to get this home settled.

EMA – No report

New Business - None

Old Business

Mr. Kopp asked for an update on the Love's and Rutter's projects.

Mr. Letavic informed the board that Love's is waiting for the MPDES permit. Once that is received they're ready to begin.

Mr. Letavic informed the board that Rutter's Highway Occupancy Permit is nearly complete and they should be ready to start construction late this year or early in 2014.

Executive Session

Mr. Kopp adjourned the regular meeting to Executive Session at 7:54pm. Executive Session adjourned to the regular meeting at 8:35pm.

Mr. Shellenhamer motioned to adjourn the meeting at 8:35pm, Mrs. Dale seconded. Motion approved.