

Londonderry Township Board of Supervisors Meeting Minutes

September 8, 2015

7:00pm

The Londonderry Township Board of Supervisors held their regularly scheduled meeting on Tuesday, September 8, 2015 at the Municipal Building, 783 S. Geyers Church Road, Middletown, Pennsylvania, beginning at 7:00 p.m.

Present: Mike Geyer, Chairman
Bart Shellenhamer, Vice-Chairman
Ronald Kopp, Member
Mel Hershey, Member
Anna Dale, Member
Steve Letavic, Township Manager
Beth Graham, Office Manager
Jeff Burkhart, Codes/Zoning Officer
Chris Feese, Finance Director
Andy Brandt, Public Works Director
Allison Funk, MS4 Environmental Specialist
Mike Johnson, Golf Course Manager
Les Gilbert, EMA
Andrew Kenworthy, Engineer
Mark Stewart, Solicitor

PUBLIC HEARING - ORDINANCE 2015-2 PSATS Unemployment Comp. Group Trust
Mr. Stewart explained that the ordinance is required to authorize the participation in the PSATS Unemployment Compensation Group Trust. The township has been participating in this trust but the trust was recently updated and as a result the participants in the trust need to accept the updates through formal action by enacting an ordinance authorizing the intergovernmental cooperation between different townships to participate.

There was no discussion and no questions from the audience.

Salute the Flag

Citizens Input - None

Approval of Minutes – August 3, 2015

Mr. Kopp motioned to approve the minutes with a correction to remove his name as present at the meeting, Mr. Hershey seconded. Motion approved.

Manager's Report – Steve Letavic

FEMA Update

Mr. Letavic informed the board that they met with York Haven Power Company and their counsel, Tim Weston, on August 13th. The intent of the meeting was to inform them of the information and direction that we received from FEMA. They are going to work with our counsel in the coming months to develop a plan that they can present to FEMA relative to meeting compliance for their properties.

CRS Program

Mr. Letavic informed the board that they have been working with Tetra Tech relative to the Community Rating System administered by FEMA. The system scores municipalities in how well they are prepared for flooding events and how they administer their flood plain regulations. We have been informed by FEMA that we are unable to participate in this program at this time because we are not a community in good standing. Subsequent discussions with FEMA indicated that unless and until we address the items in the Community Action Visit (CAV) report we will not be able to garner a letter of good standing.

2016 Budget

Mr. Letavic informed the board that he and Chris plan on having a draft of the budget to the board this month. This draft will include the attendant cash flows per major fund.

Lytle Farm Development

Mr. Letavic informed the board that we are in the process of putting together a deal to extend the water line to the Lytle Farm Project. He stated that if we can complete this deal the plan would be to have the water line extension complete by late spring.

Gaming Grant

Mr. Letavic informed the board that we will be applying for two gaming grants, one for debt reduction on the fire truck and one for the water line extension.

Treasurer's Report – Chris Feese

Payment of Invoices

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

General Fund	\$184,769.58
Golf Course Fund	\$60,676.61
HMPG	\$0
Liquid Fuels	\$0
Escrow	\$3,059.63
Fire Company	\$0
ICC	\$0
Debt Services	\$23,936.41

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

Resolution 2015-9 Disposition of Records

Ms. Feese requested approval to dispose of records that in accordance to the Records Retention law are able to be destroyed at this time.

Mr. Shellenhamer motioned to approve Resolution 2015-9, Mrs. Dale seconded. Motion approved.

Zoning & Codes Report – Jeff Burkhart

Bryce Davis - Final Subdivision Plan, 306 Hoffer Road

Mrs. Dale motioned to defer the curbs, sidewalks, gutters & shade trees, Mr. Shellenhamer seconded. Motion approved.

Mrs. Dale motioned to approve the waivers of the contours and preliminary-plan submittal subject to Bob Whitmore, SEO, recommendation of the DEP Non-Building waiver, Mr. Kopp seconded. Motion approved.

Mr. Shellenhamer motioned to approve the plan pending SEO approval, Mrs. Dale seconded. Motion approved.

Michelle & William Haydo Subdivision, 2052 Foxiana Road

Mr. Hershey motioned to acknowledge the time extension of the plan and the signing of the plan with the accomplishment of the DEP Module, Mr. Shellenhamer seconded. Motion approved.

Mr. Hershey motioned to acknowledge the Haydo Subdivision approval to sign the mylar copy, Mr. Shellenhamer seconded. Motion approved.

MS4 Report – Allison Funk

- Progress Made
 - Training
 - Grant writing
 - EPA Clean Water Rule
 - CapCOG Stormwater Training at Londonderry Township
 - Golf course wash station
 - Inlet markers
 - Finish compost tea experiment
- September Goals
 - Training
 - Watershed Decisions
 - Riparian Buffer
 - Compost tea root analysis
 - Compost tea project report
 - Filter and stabilize rain barrels
 - DEP Urbanized Area Grant
 - Develop plan for inlet marker installation
 - Finalize O & M Plan
 - Finalize SPCC Plan

Public Works Report – Andy Brandt

August 2015 - Completed

- Performed weekly road checks
- Sunset Park: spread 2 loads of Woodcarpet in play areas
- trimmed weeds
- empty trash cans
- Mow grass @ Braeburn Park & Firehouse (weekly)

- Mow properties on Swatara Creek Rd (bi-weekly)
- Completed 2nd round of roadside mowing
- Trimmed trees on Zion Rd, Gingrich Rd & started on Whitman Ln
- Made base for bell & placed @ Club House patio
- Set up & took down tent for Brew & Que event @ Club House
- Paving repairs on Hertzler Rd, Kennedy Ln, Roush Rd & Snavelly Rd
- Picked up stages from Firehouse for event @ Club house, returned stages to firehouse the next week
- Placed delineators along curve on Hertzler Rd @ Cedar Manor MHP
- Truck 40 to MJR for electrical issue, replaced the multi-function switch (turn signal assembly)
- Placed & graded red tippel stone under pavilion @ Club House
- Unload concrete pipe for Geyers Church Rd project
- Raised inlet frame on Steinruck Rd @ Walnut Rd, paved around inlet
- Woodcrest Dr: replaced inlet, replaced storm pipe, paved trench & restored lawn area

Planned for September 2015

- Mow Braeburn Park, Firehouse (weekly) & Swatara Creek Rd properties (bi-weekly)
- Trim trees
- Replace storm sewer pipes, set end walls, build head walls and all work associated with these
- projects on Geyers Church Rd (4 sites)
- Place large rock along stream bank at Geyers Church Rd property (1505 Geyers Church Rd)

Golf Course Report - Mike Johnson

- Total revenue for the month of August through the 29th is \$191,731.05 total revenues for the month of August 2014 were \$178,238.25. We had 3 days with rain.
- We have the clubhouse rented out 2 times in September for private events.
- We have 12 golf outings booked for September.
- We hosted our 10th annual TMI Golf Outing on Friday August 7th
 - This year we went over the \$500,000.00 mark for donations!
 - A great time was had by all.
- We are continuing to call past outings and clubhouse rentals to re-book for the 2015 & 2016 season.
- For the month of September we will continue to market the course by sending out all of our
 - information regarding golf outings, clubhouse rentals, memberships and tee sponsorships as well as other specials to our past outings, clubhouse guests and golfers that have played our course.
- We hosted our Club Championship on August 15th & 16th
 - We had 60 players.
- We had our first ever Comedy Night, we had over 100 people attend.
- We had our first ever Brew 'n Que Night, we had over 100 people attend.
- So far for the 2016 season we have 57 golf outings booked as well as the clubhouse rented out 15 times for private events.

- Our live entertainment schedule for September :
 - September 3rd – Stu Huggins
 - 10th – Jeffrey Walker
 - 17th – Sherri Mullins
 - 24th – Jeffrey Walker
- Disease Program: continue to apply fungicides preventatively to greens, tees and fairways to control diseases due to the hot and humid conditions.
- Fertilizer Program: continue to apply foliar and granular fertilizers to greens, tee, fairway and roughs as needed.
- Trap Renovation: # 7 left green side bunker. Removed contaminated soils. Began filling with top soil. Re-grading then sod or seed.
- Sam, Andy and Jeff attended a underground storage tank seminar. All received their certificate after passing the exam.
- Aerified tees 10-18, # 13 fairway and # 15 approach. Aerified, over seeded, top dressing and material drug in.

Engineer's Report – Andrew Kenworthy

No report

Solicitor's Report – Mark Stewart

ORDINANCE 2015-2 PSATS Unemployment Compensation Group Trust

Mr. Stewart recommended action be taken on the ordinance.

Mr. Shellenhamer motioned to approve Ordinance 2015-2, Mrs. Dale seconded. Motion approved.

EMA Report – Les Gilbert

Mr. Gilbert stated that the KI Pills were distributed at the Municipal Building by the Department of Health and they were very appreciative for the use of the building and the help they received.

New Business

Mr. Letavic informed the audience that TMI will hold their annual Community Night at the Training Center from 5-8pm on August 10th.

Old Business

Executive Session – Personnel matters

Mr. Geyer adjourned to Executive Session at 8:05pm

Mr. Geyer motioned to adjourn the Executive Session and reconvene the regular meeting at 8:30pm, Mr. Hershey seconded. Motion approved.

Mr. Shellenhamer motioned to adjourn at 8:31pm, Mrs. Dale seconded. Motion approved.