

AGENDA

LEGISLATIVE MEETING.....OCTOBER 19, 2011.....7:00 P.M.

1. Call to order.
2. Pledge of allegiance.
3. Roll call.
4. Welcome to visitors.
5. Approve Minutes of September 21, 2011 Legislative Meeting.
6. Approve Minutes of October 5, 2011 Workshop Meeting.
7. Approve Payment of Bills – Warrant No. 2011-9.
8. Approve Treasurer’s Report for September 2011.
9. Monthly financial statements.
10. Engineer’s Report.
11. Solicitor’s Report.
12. Manager’s Report

Future Meetings/Events:

October 24	7:00 P.M.	Municipal Authority Legislative Mtg.
October 26	6 :00 P.M.	Zoning Hearing Board Mtg.
	7:30 P.M.	Olmsted Regional Soccer Association
October 27	7:00 P.M.	Planning Commission Mtg.
		TRICK OR TREAT – 6 PM – 8 PM
November 2	7:00 P.M.	Board of Commissioners Workshop Mtg.

13. COMMITTEE REPORTS:

- a. Police Committee – Commissioner Clark (Public Works Committee, Police Education Committee, delegate to Capital Region COG)
- b. Public Safety – Commissioner Mehaffie (Community Development, Commissioner-liaison to EMS, Commissioner-liaison to Municipal Authority, Commissioner-liaison to Dauphin County Agency on Aging)
- c. Public Works – Commissioner Loych (alternate to Capital Region COG, Commissioner-liaison to Olmsted Regional Recreation Board)
- d. Budget and Finance – Vice President Leonard (Public Safety Committee, Personnel Committee, Building Committee, Commissioner-liaison to Fire Department, Commissioner-liaison to Olmsted Regional Recreation Board)
- e. Community and Economic Development Committee – President Linn (Police Committee, Budget & Finance Committee, Personnel Committee, Building Committee, Commissioner-liaison to Penn State University Harrisburg Advisory Board, Commissioner-liaison to EMA)

14. UNFINISHED BUSINESS:

- A. Approve/reject the Final Subdivision Plan for Bryn Gweled East (26 lots), located along Lumber Street, immediately south of PA 283, prepared by Dauphin Engineering Co. and submitted by BW Partnership. The plan was recommended for approval by the Planning Commission on May 24, 2007. 90-day time extensions were granted by the Board on July 18, 2007, November 21, 2007, February 20, 2008, May 21, 2008, August 20, 2008, November 19, 2008, February 18, 2009, May 20, 2009, August 19, 2009, November 18, 2009, February 17, 2010, May 19, 2010, July 21, 2010, and November 17, 2010, February 16, 2011, and May 18, 2011. The Board granted an additional time extension on August 17, 2011, with an expiration date of October 20, 2011.
- B. Approve/reject the Final Land Development Plan of Residential Retirement Community, Phase 1, located along Fulling Mill Road at the intersection of Nissley Drive, prepared by Navarro & Wright, Inc. and submitted by Fulling Road LLC. The plan was recommended for approval by the Planning Commission on November 15, 2007 with stipulations. The plan was due to expire on February 20, 2008. 90-day time extensions were granted by the Board on February 20, 2008, May 21, 2008, August 20, 2008, November 19, 2008, February 18, 2009, May 20, 2009, August 19, 2009, November 18, 2009, February 17, 2010, May 19, 2010, August 18, 2010, and November 17, 2010, February 16, 2011, and May 18, 2011. The Board granted an additional time extension on August 17, 2011, with an expiration date of October 20, 2011.

- C. Approve/reject the Final Subdivision Plan of Old Reliance Farms, Section 18-B (9 lots) prepared by Dauphin Engineering, Inc. and submitted by Old Reliance Partnership. The plan was recommended for approval by the Planning Commission on May 27, 2010. A 90-day time extension was granted by the Board on April 21, 2010. A one-year time extension was granted by the Board on July 21, 2010. The plan is due to expire on August 25, 2011. An additional 90-day time extension was granted by the Board on July 20, 2011. The plan is due to expire on November 23, 2011.
- a. Grant/deny a request for an “Alteration of Requirements” for a waiver of the following requirements of the Code of Ordinances, Chapter 22, Subdivision and Land Development:
- A waiver of sidewalk along the south side of Longview Drive, as required by Section 607 (Planning Commission recommended granting said waiver).
 - A waiver of the requirements to use the Township Sight Distance Diagram Chart, Exhibit VI, as required by Section 502.8 and instead use current Penn DOT sight distance criteria (Planning Commission recommended granting said waiver).
 - A waiver of certain Stormwater Management procedures, as required by Section 507 – more specifically, the methodology used for run-off calculations as required in Section 26-111.H(2) Peak Rate of Stormwater Runoff (Planning Commission recommended granting said waiver).
- D. Approve/reject the Revised Five Oaks Village (Mobile Home Park) Plans located on Swatara Park Road, prepared by Dauphin Engineering Co. and submitted by Thomas A. Farr on behalf of Shirley J. Farr, owner. The plan was recommended for approval by the Planning Commission on June 23, 2011 with stipulations.
- E. Any other Unfinished Business.

15. NEW BUSINESS:

- A. Approve/reject Ordinance No. 533. This ordinance amends Ordinance No. 494 enacted on October 4, 2006, to amend the description of the projects to include paying or reimbursing costs of designing, surveying, planning, testing, acquiring, constructing, or making extraordinary repairs to, Township property damaged by flood, including property part of the sanitary wastewater facilities leased to and used by this Township, and of capital additions to other Township property, machinery, and equipment. This ordinance also incurs nonelectoral debt to be evidenced by a series of General Obligation Bonds to provide funds for and toward refunding the outstanding General Obligation Bonds, Series of 2006, of this Township and paying the costs and expenses related to said refunding and the issuance of such bonds.
- B. Approve/reject preparation and advertisement of an ordinance amending the Code of Ordinances, No. 448, Chapter 1, Administration and Government, Part 7, Police Pension Plan Fund. in order to comply with the Pension Protection Act of 2006 and the Heroes Earnings Assistance and Relief Act of 2008 (Heart) effective as provided in the amendment.

- C. Approve/reject preparation and advertisement of an ordinance amending the Code of Ordinances, No. 448, Chapter 1, Administration and Government, Part 6, Non Uniform Pension Plan and Pension Fund. in order to comply with the Pension Protection Act of 2006 and the Heroes Earning Assistance and Relief Act of 2008 (Heart) effective as provided in the amendment.
- D. Approve/reject Resolution No. 2011-R-11. This resolution authorizes Alan Knoche, Lower Swatara EMA Coordinator, to execute for and in behalf of Lower Swatara Township, all required forms and documents for the purpose of obtaining financial assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288 as amended by Public Law 100-707).
- E. Approve/reject Resolution No. 2011-R-12. This resolution amends, changes, and modifies the Code of Ordinances of the Township of Lower Swatara, Ordinance No. 448, Fee Resolution.
- F. Approve/reject Conrad Siegel Actuaries' recommendation to change the Mortality, Disability and Retirement assumptions for the January 1, 2011, actuarial valuation report for the Lower Swatara Township Police Pension Plan.
- G. Approve/reject Conrad Siegel Actuaries' recommendation to change the Mortality and Disability assumptions for the January 1, 2011, actuarial valuation report for the Lower Swatara Township Non-Uniformed Pension Plan.
- H. Acknowledge receipt of the 2011 Foreign Casualty Insurance allocation for \$296,610.82 to be distributed to the Police pension plan as \$103,743.00 and to the Non-Uniform pension plan as \$192,867.82.
- I. Approve/reject a three-year engagement proposal by Waggoner, Frutiger and Daub, Certified Public Accountants, for auditing services for the General Fund and Sewer Revenue Fund for calendar years 2011, 2012, and 2013.
- J. Approve/reject authorization of payments for the Middletown Borough Authority Waste Water Treatment Plant BNR construction upgrades, Requisition 19-A in the amount of \$41,422.30 and Requisition 20-A in the amount of \$115,256.40, to Middletown Borough Authority.
- K. Approve/reject the following budgetary adjustments for 2011:

G/L item Revenues	Item Description	Increase/decrease original	Reason
301.400	Real estate taxes Delinquent	\$ (15,000.00)	Change anticipated revenue from delinquent real estate taxes due settlement
301.550	Real Estate taxes Delinquent for Fd	\$ (1,500.00)	Change anticipated revenue from delinquent real estate taxes due settlement
310.100	Real estate transfer	\$ 5,520.00	Increase due to unanticipated activity
322.820	St encroachments	\$ 700.00	Increase to actual

361.300	Zoning permits	\$ 4,500.00	Increase due to increase in activity
362.310	Subdivision & land development	\$ 16,500.00	Increased due to increase in activity
362.410	Building permits	\$ 2,705.00	Increase in activity
362.420	Electrical permits	\$ 4,900.00	Increase in activity
362.440	Sewage permits	\$ 800.00	Increase in activity
387.000	Contributions/donations	\$ (35,000.00)	Decrease due to timing of receipt
392.300	Transfer from capital reserve fund	\$ (15,396.00)	Reduce amount needed for transfer
Revenue	Subtotal	\$ (31,271.00)	ok
Expenditures			
400.450	Contracted services	\$ 180.00	New employee
401.120	Salary, Manager	\$ 17,345.00	Adjust for classification/timing of hiring
401.140	Salary, assistant	\$ (37,500.00)	Adjust for classification/timing of hiring
401.156	Employee benefits	\$ (5,820.00)	Adjust due to timing of hiring
401.354	Workers comp	\$ (50.00)	Adjust for timing of hiring
401.65	Retirement	\$ (6,942.00)	Change in needs
402.120	Salary	\$ 2,000.00	Increase per Commissioners
402.140	Salary, accountant	\$ (2,400.00)	Change due to timing of exit of one employee and start of another
402.145	Employee benefits	\$ (7,820.00)	Change in benefit need of employee
402.161	Payroll taxes	\$ 330.00	Change due to hiring
402.210	Office supplies	\$ (439.00)	Change in needs
402.260	Minor equipment	\$ (500.00)	Adjust to actual
402.650	Change in needs	\$ (7,264.00)	Change in needs
403.140	Salary	\$ (10,000.00)	Adjust for vacancy
403.150	Contracted services	\$ 12,000.00	Adjust for outsourced Act 511

403.161	Payroll taxes	\$ (765.00)	Adjust for vacancy
403.174	Education	\$ (100.00)	Adjust for vacncy
403.180	Tax collection commission	\$ 1,300.00	Account for costs associated with County wide changes
403.200	Materials/supplies	\$ (5,900.00)	Adjust to actual costs
403.351	Property/liab	\$ (500.00)	Adjust for vacancy
403.350	Insurance/bonding	\$ 195.00	Addl expenses for bond
405.650	Retirement	\$ (3,441.00)	Change in needs
408.380	Equipment rentals	\$ 600.00	Inception of lease for copier
408.650	Retirement	\$ (2,304.00)	Change in needs
409.650	Retirement	\$ (715.00)	Change in needs
410.141	Salaries, officers	\$ (72,683.00)	Adjust due to resignations, etc
410.146	Employee benefits	\$(151,736.00)	Change due to resignation, change in coding of PRHCB
410.151	Payroll taxes	\$ 745.00	Adjust to actual
410.196	OPEB	\$ 76,736.00	Costs associated with retired officers' health care
410.231	Vehicle fuel	\$ 15,000.00	Adjust to actual
410.374	Vehicle repairs	\$ 6,000.00	Adjust to actual
410.650	Retirement	\$ (2,784.00)	Change in needs
413.650	Retirement	\$ (11,386.00)	Change in needs
414.130	Salary	\$ 13,850.00	Prorated salary for new position
414.156	Benefits	\$ 4,650.00	Benefits for new position
414.161	Payroll taxes	\$ 1,525.00	Payroll taxes for new position
414.174	Education	\$ 200.00	Adjust to actual
414.200	Office supplies	\$ 2,300.00	Supplies for new position
414.260	Minor equipment	\$ 1,500.00	Minor equipment for new position
414.354	Workers comp	\$ 105.00	Adjust for new position
421.140	Salaries	\$ 14,000.00	Salary expense for flood cleanup

421.650	Retirement	\$ (234.00)	Change in needs
429.650	Retirement	\$ (111.00)	Change in needs
430.156	Benefits	\$ (17,209.00)	Change due to retirement
430.196	OPEB	\$ 8,400.00	PRHC for retiree
430.354	Workers comp	\$ 3,068.00	Increase to actual
430.650	Retirement	\$ (36,198.00)	Change in needs
430.740	Capital equipment Major	\$ 13,000.00	Adjust to actual for expenses
430.750	Capital equipment Minor	\$ (7,300.00)	Adjust to coding to major equipment
432.140	Salaries	\$ (7,628.00)	Reallocate wages due to flood
439.140	Salaries	\$ (6,372.00)	Reallocate wages due to flood
446.450	Contracted services	\$ 108,483.00	Costs associated with flood
454.650	Retirement	\$ (3,682.00)	Change in needs
492.660	Transfer to PRHCF	\$ 75,000.00	Recoding from police benefits

Expenditures \$ (31,271.00)

L. Another other New Business.

16. Good and welfare.

17. Adjourn.