

MINUTES

NON-LEGISLATIVE MEETING

DECEMBER 7, 2011

The Non-Legislative Meeting of the Lower Swatara Township Board of Commissioners, held at the Lower Swatara Township Municipal Building, was called to order at 7:00 P.M. by Vice President William L. Leonard, Jr.

Roll call was taken with the following officials in attendance:

- William L. Leonard, Vice President
- Robert L. Loych, Commissioner
- Thomas L. Mehaffie III, Commissioner
- Ronald J. Paul, Manager
- Harry N. Krot, Manager
- Peter R. Henninger, Solicitor
- Richard T. Wiley, Police Chief
- Steven W. Anderson, Public Works Director
- Alan Knoche, Emergency Management Agency Director
- Jean R. Arroyo, Recording Secretary

Absent:

- Frank Linn, Sr., President
- Thomas R. Clark, Commissioner
- HRG, Township Engineer

Residents and visitors in attendance:

- Mike Davies (525 Constitution Dr.)
- Steve Severin (405 Brunswick Rd.)
- Keith C. Gingrich (Boy Scout Troop #66)
- Devon Teets (Boy Scout Troop #66)
- Jackie Leonard (Lower Swatara Fire Dept.)
- Chris DeHart (Lower Swatara Fire Dept.)

Vice President Leonard welcomed the visitors to the meeting, and recognized Devon Teets from Boy Scout Troop 66, who is working on his Citizenship Award. Vice President Leonard noted that there are several items that require formal action tonight and asked that the Board address these first.

A motion was made by Commissioner Loych, seconded by Commissioner Mehaffie, to approve authorization of payment for the Middletown Borough Authority Waste Water Treatment Plant BNR construction upgrades, Requisition 21-A, in the amount of \$18,877.18 to Middletown Borough Authority. The motion was unanimously approved.

A motion was made by Commissioner Mehaffie, seconded by Commissioner Loych, to approve Payment No. 14 in the amount of \$18,202.22 to Navarro & Wright Consulting Engineers for construction phase services related to the Meade Avenue Project. The motion was unanimously approved.

A motion was made by Commissioner Loych, seconded by Commissioner Mehaffie, to approve authorization for the Township Manager to make application for the Governor's Award for Local Government Excellence for the Meade Avenue Project. The motion was unanimously approved. Mr. Krot added that the deadline for the submission is December 16, and notifications for the award will go out in March.

A motion was made by Commissioner Mehaffie, seconded by Commissioner Loych, to approve Resolution No. 2011-R-14. This resolution appoints Keystone Collections Group as Earned Income Tax and Local Services Tax Collector effective January 1, 2012. The motion was unanimously approved.

A motion was made by Commissioner Mehaffie, seconded by Commissioner Loych, to approve an Agreement with Kratzenberg & Associates, Inc., d/b/a Keystone Collections Group, regarding terms by which the Group is appointed Collector as the exclusive current and delinquent collector of its local services taxes. The motion was unanimously approved.

A motion was made by Commissioner Loych, seconded by Commissioner Mehaffie, to approve the School Resource Officer Agreement. The motion was unanimously approved. Chief Wiley stated that the only major changes from the original agreement pertain to the number of days the SRO may be absent before the Township must supply a substitute officer to the school.

A motion was made by Commissioner Mehaffie, seconded by Commissioner Loych, to approve preparation and advertisement of an ordinance that would set sewer rates at \$44.75 per

month per EDU (equivalent domestic unit) effective February 1, 2012 (January 1, 2012 billing statement). The motion was unanimously approved.

Mr. Paul stated that there is one additional item that requires action tonight. The Board is interested in including an opt-out provision in the employee health care benefit program. Solicitor Henninger reported that the Board should back this up via a resolution. He added that due to the timing, the window for calendar year insurance plans may be closed. Therefore, this resolution can be undertaken by the current Board or the newly sworn-in Board. Solicitor Henninger stated, however, that he will have the resolution prepared for the Board to review, and potentially act on, within the next two weeks. A motion was made by Commissioner Loych, seconded by Commissioner Mehaffie, to authorize preparation of a resolution offering an employee opt-out of the health insurance program. The motion was unanimously approved.

PUBLIC COMMENT: None

PUBLIC WORKS DEPARTMENT:

Steve Anderson, Public Works Director, reported that the Department is still waiting on Verizon to relocate its pole in order for the work to be completed on Greenwood Circle. The Department moved the shed at 2 Greenwood Drive into position, and the homeowner is pleased. The guide rail replacement project on Nissley Drive is complete. Leaf collection will be finished this Friday. Street sweeping operations will begin on December 8. In preparation for this, the Department has cleaned off all of the islands and medials in the Township, greatly improving their appearance. In preparation for the winter/spring growing season, the soccer complex will be treated with a fertilizer application on December 9. The Municipal Authority participated in training today on the new pump and control system recently installed in the Jamesway pump station. The road depressions on Woodridge Drive were temporarily patched along the sanitary sewer line. The line will be televised this month and the issue addressed in the spring. The dumpster will be open Saturday, January 7, from 8:00 A.M. to Noon for Township residents.

FIRE DEPARTMENT REPORT:

Chris DeHart, 1st Assistant Chief, reported that there were 69 calls for the month of November, with a grand total of 746 so far into 2011. This has been an extremely busy year, with recording breaking numbers. Training continues, and the Department is fortunate to be able to use the old Days Inn on Eisenhower for training exercises. Chief DeHart noted that he has been working with Mr. Paul and Mr. Krot on the specifications/proposal for the new fire rescue truck. He also noted that there was a motor issue with the Fire Department's engine. The necessary work was done to correct this issue, and the engine is back on line.

POLICE DEPARTMENT REPORT:

Richard Wiley, Police Chief, provided call statistics for the month of November: 65 reported calls (17 Part 1 Crimes and 48 Part II Crimes), 586 service calls, 43 total cases, 23 arrests, 8 suspects, 28 victims, 3 DUI arrests, 42 traffic citations, 14 non-traffic citations, and 27 warnings. He also reported the following statistics year-to-date: 717 reported calls (160 Part 1 Crimes and 557 Part II Crimes), 7164 service calls, 448 cases, 251 arrests, 82 suspects, 356 victims, 40 DUI arrests, 864 traffic citations, 103 non traffic citations and 593 warnings. The Department investigated 1457 vehicles and opened up 41 narcotic cases. The School Resource Officer has also been very busy, and has dealt with drug arrests, theft arrests, a student with a knife, and a student making threats.

Chief Wiley reported that work on the multi-jurisdictional information sharing project is at a standstill right now due to issues with intellectual properties of some of the vendors. This is a work in progress, and there is approximately a year to complete this project.

EMERGENCY MANAGEMENT AGENCY (EMA) REPORT:

Alan Knoche, EMA Coordinator, reported that the EMA has been working on two projects. The first is pursuit of public assistance funds for all of the costs incurred due to Tropical Storm Lee. There will be a meeting next Tuesday with FEMA and PEMA to discuss what is eligible. The other project is the hazard mitigation grant program project. This is the project whereby the federal government covers 75% of buy-outs for eligible homes damaged/destroyed in flood. The number of homes started at 25, and is now down to ten homes in Jednota Flats and eight homes in the Swatara Creek area, plus the Farr apartment building in the Swatara Creek area. Mr. Knoche stated that he

attempted to come up with some very rough numbers of associated costs. Based on past experience and inflation, he estimated roughly 2 million dollars. 75% of this will be covered under a federal grant, but the other 25% local share is unknown at this point. PEMA had initially indicated that it would cover the 25% local share. However, the extent of damages from this disaster are more than was originally estimated and now there is the possibility that PEMA will pay only half of the local share, or 12.5%. Mr. Knoche explained that if this is the case, it could potentially cost the Township around \$250,000 to make this project happen. Knowing the situation with the Township budget, Mr. Knoche stated that he has been advising the homeowners upfront that if the state doesn't cover the 25%, the Township will have to determine if it walks away from this project. He also noted that it will cost the Township some money upfront for things like the appraisals of the properties associated with the buy outs. Appraisals will cost approximately \$300 per property.

Commissioner Loych referenced the smaller number of potential buy-outs and inquired if some of the residents have already dropped out of the program. Mr. Knoche explained that some of the homes that they thought could be included in this program were found to be eligible and were thus eliminated.

Commissioner Mehaffie asked if anyone is living in the homes that are targeted for buy out. Mr. Knoche responded that most are vacant since they are inhabitable. Commissioner Mehaffie also inquired if a full or drive-by appraisal is required under this program. Mr. Knoche responded that a full appraisal will be required.

Mr. Paul suggested that before the comments are made to residents about the possibility of the Township walking away from the project due to budgetary constraints, the Board should formally endorse this position.

Commissioner Mehaffie asked if there are any options for the state to provide low interest grants. Mr. Knoche responded that he had talked to PEMA today, and they indicated that the decision is going to the legislature. It was noted that PEMA is looking to see if any other funding might be available.

Vice President Leonard inquired if the properties eligible for buy-out would revert back to the Township. Mr. Knoche verified that this is correct. The properties would be owned by the Township, and the Township would be required to sign a contract with the federal government stating that they would remain as permanent open space.

PLANNING AND ZONING/MANAGER'S REPORT:

Mr. Paul reported that he has prepared a draft of the Public Works Agreement; this will appear on the December 21 agenda for formal action. There will also be two resolutions on the agenda for Board consideration. One is for the formal acceptance of a portion of Meade Avenue. The second will update the Township's fee schedule for stormwater management also establish an administration fee pertinent to the Township's cost associated with the solid waste and recycling program.

FINAL COMMENTS:

Commissioner Mehaffie requested the Board convene in executive session upon conclusion of this meeting to discuss a personnel issue.

ADJOURN AND CONVENE INTO EXECUTIVE SESSION:

Hearing no other business, a motion was made by Commissioner Loych, seconded by Commissioner Mehaffie, to adjourn the meeting and convene into executive session. The motion was unanimously approved, and the meeting adjourned at 7:32 P.M.

ATTEST:

Ronald J. Paul,
Manager/Secretary