

MINUTES
LEGISLATIVE MEETING – APRIL 21, 2021

The April 21, 2021 Legislative Meeting of the Lower Swatara Township Board of Commissioners was called to order at 7:00 P.M. by President Jon G. Wilt.

The following officials were in attendance:

- Jon G. Wilt, President
- Michael J. Davies, Commissioner
- Ronald J. Paul, Assistant Secretary
- Christopher DeHart, Commissioner
- Elizabeth McBride, Manager
- Jean R. Arroyo, Secretary (Zoom)
- Peter R. Henninger, Solicitor (Zoom)
- Dominic Visconti, Chief of Police
- Shawn Fabian, HRG (Zoom)

Absent: Todd F. Truntz, Vice President

Residents and visitors in attendance:
(see attached sign in sheet)

Residents and visitors in attendance through ZOOM: Chris DiSanto, Triple Crown

President Wilt welcomed everyone to the meeting, and opened the floor for public comments.

PUBLIC COMMENTS: None

APPROVAL OF MINUTES:

A motion was made by Commissioner DeHart, seconded by Commissioner Paul, to approve the Minutes of the April 7, 2021 Workshop Meeting. The motion was unanimously approved.

PAYMENT OF BILLS:

A motion was made by Commissioner DeHart, seconded by Commissioner Paul, to approve the Payment of Bills – Warrant No. 2021-03. The motion was unanimously approved.

TREASURER’S REPORT:

A motion was made by Commissioner Paul, seconded by Commissioner Davies, to approve the Treasurer’s Report for March 2021. The motion was unanimously approved.

PUBLIC SAFETY REPORTS:

Police Department

Activity Report for March 2021

Chief Visconti provided a summary of the monthly statistics for March. There were 12 Part I crimes, 20 Part II crimes, 412 calls for service, 0 DUI arrests, 49 traffic citations, 5 non-traffic citations, and 37 warnings. There were 10 motor vehicle accidents, 8,553 patrol miles driven, and 788 foot patrol minutes.

Supplemental evidence storage

Chief Visconti reported that during the past two weeks, the Police Department has taken into custody as evidence two vehicles that needed processed as part of its investigations. This brought the need to store them in a secure location. Chief Visconti explained that he had met with Mr. Washinger and Township mechanic Rodger Mason about a possible location on Township property for a designated area for storage of large items and vehicles. The location would serve as a type of extension of the Police Departments’ evidence room. It was determined that there is some space in the building next to the salt bins where the wood shop is currently located. A bay there was offered for use. Materials to make this a secure location were discussed with Mr. Mason and Mr. Washinger, and a rough estimate was provided. Labor would be provided by the Public Works Department. Chief Visconti stated he feels this can be accomplished at a cost of not over \$2,300. President Wilt asked if this will mean the Township can stop using Lifestorge. Chief Visconti agreed this is correct. Currently the Police Department’s alternative storage facility is a rented space at Life Storage. The cost is \$946.00 annually, and it is not really compatible to the needs of the Department.

Commissioner Paul asked if Chief Visconti is talking about use of one bay or the entire building. Chief Visconti stated he feels one bay is sufficient. Commissioner Davies asked if there are any surveillance cameras or alarm systems necessary for this area. Chief Visconti explained this will be a secured location, and the items stored here will not be items of significant value. However, these extra security layers could certainly be added.

A motion was made by Commissioner Paul, seconded by Commissioner Davies, to authorize Chief Visconti to move forward with the improvements necessary at the old public works building to create a supplemental storage area at a cost not to exceed \$3,000. The motion was unanimously approved.

Commissioner DeHart asked the status of the body cameras. Chief Visconti responded that he has been working with the vendor on some issues with the contract, as per Solicitor Henninger's request. A response has not yet been received. The vendor did indicate that the state of New Jersey is requiring that all officers have body cameras, so the vendor is backlogged. Chief Visconti noted his intention is to get the order submitted as soon as possible so that the Township is not at the end of a long list.

Fire Department

Ms. McBride referenced Fire Chief Weikle's monthly report. During the month of March, there were 26 total calls (101 so far this year) and 20 responders with an average of 7 personnel per response. There was approximately 14 hours of time in service. There were 4 fire incidents, 4 Rescue and EMS incidents, 2 hazardous condition incident, 2 service calls, 5 good intent calls, and 9 false alarm. Mutual aid was provided to HIA (1), Highspire Borough (4), Londonderry Twp. (3), Middletown Borough (1), PA Turnpike (1), and Swatara Twp. (2).

ENGINEER'S REPORT:

Mr. Fabian referenced his monthly report and provided updates, beginning with the Rosedale Manor Stormwater project. This week, they are working on sidewalk installation for Mountainview Road and are in preparation over the next 2 – 3 weeks to finish the rest of the curbing. The curbing and slip forming work has been causing impacts to the residents there. Concerns are being addressed as they come in. Last Wednesday, there was a walk-thru

inspection with the Dauphin County Conservation District. Mr. Fabian and Mr. Davis were in attendance. Some minor issues were quickly addressed, and follow-up documentation was forwarded. Commissioner Paul asked if the sanitary sewer line had been evaluated when this stormwater and drainage project was initially looked at. Mr. Fabian explained that he had actually came on board after the design and permits were already finalized. He stated he can follow up on this, but assumes they were evaluated. He added that two relocations with PPL are being worked through, one on Market St. Ext. which has started and one on Mountain View which seems to be dragging a bit. PPL appears to be backed up with routine maintenance and replacement work. However, pressure may need to be put on them so this work does not impact the paving timeline.

Major progress has been made on the 2021 Storm Sewer Replacement Project (217 Delmont Ave., Scarlett Ave., Spring Garden Dr. by the caterer) as well as the Cockley Road Culvert Replacement. Authorization to bid the projects will appear later on tonight's agenda.

Mr. Fabian updated the Board on the Greenfield Park Basin Retrofit. It came to his attention through a staff call that there is quite a bit of water sitting in the bottom of that basin. A site visit was performed with Mr. Washinger yesterday, and some follow-up was done with Mr. Davis to see why the water is not draining as quickly as anticipated. In addition to some issues with algae, there appears to be two areas of very green vegetation in the slope just down from the parking area where mowing did not occur due to how wet it was. Mr. Fabian surmised that the water from the snow melt and rains may have resulted in water draining out into that upslope area. The water coming in is greater than the water coming out. This will continue to be monitored and addressed.

The paving for the Spring Garden Drive Culvert Replacements should be happening within the next 2 -3 weeks, as the asphalt plants are opening. This will involve paving Spring Garden Drive up to the intersection with Lumber and overtop those two culverts. Mr. Fabian added that as soon as the schedule is received, notice will need to be given to residents since it will impact that intersection for the day or two of paving. Commissioner Paul questioned a temporary patch in that area, and asked if the paving will encompass all that was disturbed there. President Wilt agreed that this entire section definitely needs addressed. Mr. Fabian responded that he will follow up with UGI on this.

Commissioner DeHart expressed concern about a cueing issue with the signal at Fulling Mill and North Union which is causing backups. Ms. McBride explained that Mr. Washinger has a contact at PennDot, and he will ask for another study. Mr. Fabian added that Mr. Washinger is also coordinating with PennDOT and PPL on the progress of the work at that intersection. He has asked for the traffic study information and what drove the decision not to have a left turn arrow there. Commissioner DeHart noted that he had requested, but never received, a copy of the HOP permit. Mr. Fabian stated he does have final copies of those HOPS and can send those to him.

SOLICITOR'S REPORT:

Solicitor Henninger reported that he will address agenda items as they appear.

MANAGER'S REPORT:

Ms. McBride reported that next meeting, she will be seeking ratification of the cyber insurance. The Township has left Travelers due to the necessity of implementing various security measures, including sending PINS to personal cell phones in order to log in. The company selected does have extra security measures built in. President Wilt asked the pricing. Ms. McBride stated she does not recall the amount, but it is less than \$7,000.

In front of the Board tonight is a memo from the Dauphin County Tax Collection Committee relative to House Bill No. 766. This pertains to extension of filing and payment deadlines for the Local Earned Income Tax from the normal timeframe of mid-April to mid-May. Local municipalities are being asked to agree to this. Ms. McBride noted she will have a resolution prepared for vote at the next meeting.

Ms. McBride explained that most of the Township's money is at Mid-Penn Bank. She stated it makes her a bit uneasy to have a lot of money in one institution. She suggested some be moved to PLGIT for six months. Both Mid-Penn and PLGIT are competitive as far as rates. PLGIT's rate was higher today, and Mid-Penn offered to match it. Ms. McBride asked Board permission to move the funds. In response to a question from Commissioner DeHart, Ms. McBride explained that moving \$3,000,000 would get a rate of .08 as of now. Commissioner Davies noted there is a 2% inflation rate right now, and he has heard estimates that it could move as far as 4% in the coming year. This makes it even more important to get the

most out of the storage of money that is on-hand. He strongly supported Ms. McBride's desire to do this. He added that he has no question about the financial stability of Mid-Penn Bank, but agreed it is a safety move to put some in an agency-based organization that works with municipalities. In response to a question from Commissioner DeHart, Ms. McBride explained she would like to do a cash flow study over the next several months, but is looking at a term of six months right now. Commissioner DeHart stated he does not want to tie-up funds, since there are projects that need done soon. Ms. McBride agreed a time limit could be a part of the Board's approval. Commissioner Davies agreed he would like to hear more about the cash flow estimates in order to have a better handle on what amount should be moved. He noted he did have some informal discussions today with Ms. McBride and Ms. McClain regarding capital expenditures such as paving projects that may be coming up next year. However, it is important to keep in mind that the Township also has a significant amount of liquid funds money that must be expended or lost. Commissioner DeHart asked if anyone had looked at what loans could be paid-off. Ms. McBride remarked that the Township's debt is very manageable. Commissioner Davies suggested staff look at what is gained by paying early, and if that would exceed the benefit of keeping it in the account, even at the low rate that is being gained. Solicitor Henninger agreed that having the Township's money in a few different places is not a bad idea. As far as retiring the long-term debt, the debt is mostly in the two bond issues that were refunded back in 2018 and 2019. The opportunity to retire that debt early is pretty much zero during the first five years of those issues other than the short-term bonds that were part of that refunding. Commissioner DeHart asked that the Board keep in mind the expenses for road projects, the Fire Department and the Shireman Park.

Ms. McBride informed the Board that Greenfield soccer fields will be rented over the Memorial Day weekend.

Future Meeting Dates:

President Wilt read aloud the list of future meeting dates:

April 22	CANCELLED	Planning Commission Mtg.
April 26	7:00 PM	Municipal Authority Mtg.
April 28	CANCELLED	Zoning Hearing Board
May 5	6:00 PM	Recreation Board
May 5	7:00 PM	Board of Commissioners Workshop Mtg.
May 18	7:00 AM to 8 PM	Primary Election Day

COMMITTEE REPORTS:

Public Safety Committee: Commissioner Paul referenced the site of the old Public Works building discussed earlier by Chief Visconti. The former Fire Department was also housed there. In the budget is a new salt shed that is to be placed on that tract. As the Board will recall, there were previous discussions about pushing Spring Garden Drive through that area. Commissioner Paul strongly encouraged that before structures are put on this site, a land development or site plan be prepared so the Township has something on paper. Solicitor Henninger agreed that the extension of Spring Garden Drive would have happened in 2008 if the economy had not crashed.

Budget and Finance Committee: Commissioner Davies stated that in addition to talks about investing money, the Township also has to discuss how to spend some of that money in the next 12 – 18 months. During today's discussion, a list of streets that fall within the paving study were compiled. These are streets that will not involve a lot of subterranean pipe work that would need to be done in advance. Cost of paving is about \$34 a square yard, and the list of streets comes to about 35,000 square yards or 1.1 million to 1.5 million. Streets discussed include Heatherland, Heath Glen, a section of Nissley Drive between Burd and Spring Garden, Bryn Gweled, Huckleberry, Briarcreek, a section of Colony between Spring Garden and Hamilton, Springhouse between Old Reliance and Huckleberry, and Old Reliance between Blacklatch and SpringHouse. These are some of the notable bad stretches that could be repaved. Commissioner Davies stated that earmarking \$1,500,000 would be a good use of money. Liquid fuels money is also available for this.

Ms. McBride agreed that if \$500,000 of liquid fuels money is used, \$1,000,000 could be taken from the general fund. Commissioner DeHart asked if money would be earmarked for Longview Drive, since this road needs repaired. Commissioner Davies explained the due to the UPS project, it may be better to wait a bit for that one. Commissioner Davies stated the bottom line is that it might be good to use the available funds now for infrastructure issues while the cost of materials are low. In response to a question from Commissioner DeHart about microsurfacing, Mr. Fabian explained that most of the roads mentioned by Commissioner Davies will be a mill and overlay. Commissioner Paul noted his only comment is that he wished he had been part of this meeting. Commissioner Davies noted that he would be agreeable to setting up one or two additional meetings to discuss this.

Community Development: Commissioner DeHart – no report

Personnel Committee: President Wilt – no report

UNFINISHED BUSINESS: None

NEW BUSINESS:

Ordinance No. 595: text amendment

A motion was made by Commissioner Davies, seconded by Commissioner DeHart, to approve Ordinance No. 595 which amends the Code of Ordinances of the Township of Lower Swatara, Dauphin County, Pennsylvania, by amending certain sections of Chapter 27 (entitled “Zoning”), by amending Section 27-1403 (entitled “Special Exceptions”) by adding a Subsection (3) to allow for Townhouse Development. A roll call vote was taken with the following ballot tabulation: Commissioner Davies – aye, Commissioner DeHart -- aye, Commissioner Paul – aye, President Wilt – aye. Ordinance No. 595 was approved by a 4 – 0 margin.

Recommendation of Application for Payment No. 4 to Doli Construction Company

A motion was made by Commissioner Paul, seconded by Commissioner Davies, to approve recommendation to the Lower Swatara Township Municipal Authority of Application for Payment No. 4, in the amount of \$507,339.00, to Doli Construction Corporation for the Rosedale Manor Stormwater Improvements Project. In response to a question from Commissioner Davies, Mr. Fabian confirmed that HRG has reviewed the request and is recommending it for approval. The motion was unanimously approved.

Authorization for Manager to sign Stoner Drive Planning Module Exemption

A motion was made by Commissioner Davies, seconded by Commissioner DeHart, to approve authorization for the Township Manager to sign the Stoner Drive – Jednota Development Planning Module Exemption for submission to DEP, contingent upon receipt of Highspire Borough Authority’s executed Planning Module Certification. The motion was unanimously approved.

Preliminary/Final Land Development Plan for RLIF Fulling Mill Holdings, LLC FEDEX

The Board discussed the Preliminary/Final Land Development Plan for RLIF Fulling Mill Holdings, LLC, FEDEX-131 Fulling Mill Road – Planning Commission File #PC2021-01, 50.3 acre site for additional parking/relocation of existing parking with the required modifications to utility and stormwater infrastructure. Property is located in the Industrial

District, submitted by Navarro & Wright Consulting Engineers, Inc. Applicant is requesting a waiver request of Section 22-404 – Preliminary Plan. This waiver request was recommended for approval by the Planning Commission and HRG. Commissioner DeHart asked if they are permitted to move dirt already, or must wait for approval. Mr. Fabian explained they actually have two different applications. One is a stormwater application that was approved last year, and that is under construction right now. This land development plan is for other parking areas. There are two distinct plan submissions and two distinct permits through the Township-side on the site, which has been somewhat confusing.

A motion was made by Commissioner Davies, seconded by Commissioner Paul, to grant a waiver of Section 22-404 – Preliminary Plan. The motion was unanimously approved. A motion was then made by Commissioner DeHart, seconded by Commissioner Davies, to approve the Preliminary/Final Land Development Plan for RLIF Fulling Mill Holdings, LLC, FEDEX-131 Fulling Mill Road, contingent upon all outstanding comments being addressed. The motion was unanimously approved.

Authorization to Advertised for bids for 2021 Stormwater Replacement Project

A motion was made by Commissioner Davies, seconded by Commissioner DeHart, to approve authorization to advertise for bids for the 2021 Stormwater Replacement Project (217 Delmont Ave., Scarlett Ln., Spring Garden Dr. by the caterer, and Cockley Rd.). The motion was unanimously approved.

Granting of Civil Service Status to Police Chief Dominic Visconti

A motion was made by Commissioner DeHart, seconded by Commissioner Paul, to approve the granting of Civil Service Status to Police Chief Dominic Visconti. The motion as unanimously approved.

FINAL COMMENTS:

Commissioner DeHart asked to be kept updated on the status of the body cameras. Chief Visconti agreed to send out an email to the commissioners as soon as he receives more information.

Commissioner Paul informed Ms. McBride that he would like to stop by tomorrow to look at the job descriptions prior to them being sent out to the administrative staff.

President Wilt thanked everyone for their participation this evening. He noted that Opening Day for the Athletic Association was held last Saturday; he thanked the Public Works for getting the fields in shape, and also thanked all those who volunteered.

ADJOURN:

Hearing no other comments, a motion was made by Commissioner DeHart, seconded by Commissioner Davies, to adjourn the meeting. The motion was unanimously approved, and the meeting adjourned at 8:10 P.M.

ATTEST:


Jean R. Arroyo, Secretary

PLEASE PRINT NAME CLEARLY
APRIL 21, 2021 PUBLIC HEARING (6:30 PM) and
LEGISLATIVE MEETING (7:00 PM)

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