

MINUTES
LEGISLATIVE MEETING – JANUARY 16, 2019

The January 16, 2019 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
- Todd F. Truntz, Vice President
- Michael J. Davies, Commissioner
- Ronald J. Paul, Assistant Secretary
- Christopher DeHart, Commissioner
- Elizabeth McBride, Manager
- Jeff Vargo, Chief of Police
- Jean R. Arroyo, Secretary
- Ann Hursh, Planning & Zoning Coordinator
- Peter R. Henninger, Solicitor
- Andrew Kenworthy, HRG

Residents and visitors in attendance: (PLEASE SEE ATTACHED SIGN-IN SHEET)

EXECUTIVE SESSION ANNOUNCED:

President Wilt welcomed everyone to the meeting and turned the floor over to Solicitor Henninger. Solicitor Henninger announced that the Board of Commissioners had met in executive session at 6:00 P.M. this evening with labor counsel to discuss some personnel issues and to also discuss a pending litigation matter.

PUBLIC COMMENTS: None

APPROVAL OF MINUTES:

A motion was made by Commissioner DeHart, seconded by Commissioner Paul, to approve the Minutes of the January 2, 2019 Workshop Meeting. The motion was unanimously approved.

APPROVAL OF BILLS:

A motion was made by Commissioner Davies, seconded by Commissioner Paul, to approve the payment of bills as presented on Warrant No. 2018-012. The motion was unanimously approved.

APPROVAL OF TREASURER'S REPORT:

A motion was made by Commissioner DeHart, seconded by Vice President Truntz, to approve the Treasurer's Report for December 2018. The motion was unanimously approved.

POLICE DEPARTMENT REPORT:

Chief Vargo again thanked the Board for the opportunity to lead a group of professional and dedicated police officers. He noted that he has been in this profession for a long time, and is happy to report that the Township has a fine group of officers. He added it is an exciting time to be a Lower Swatara police officer.

Chief Vargo then provided the summary of statistics for the Police Department for the month of December and year to date, and compared them to the 2017 figures. There were 488 calls for service for the month of December, with a year to date total of 6,055, compared to 6,326 in year 2017. There were 26 total arrests for the month, with a year to date total of 273, compared to 260 in 2017. There were 44 traffic citations for the month, with a year to date total of 290, compared to 486 in 2017. There were 3 non-traffic citations for the month, with a year to date total of 60, compared to 77 in 2017.

FIRE DEPARTMENT REPORT:

Fire Chief John Weikle stated that he had been requested by the Township Manager to present the Fire Department report for 2018. There were a total of 532 calls, and the average number of members responding per incident was 7. There were 61 fire instances, 4 explosions/overheating with no fire, 112 rescue/EMS incidents, 42 hazardous condition incidents, 39 service calls, 164 good intent calls, 108 false alarm calls, and 2 special incident types. Of the 532 calls last year, one member, Kenny Martinez, responded to 436, which is phenomenal. Many of the top responders in 2018 were live-ins. Chief Weikle added that the average response per call of 7 is excellent, and the live-in program has had a big impact on this

figure. He noted that with the addition of new members, the Fire Department has had to order ten more sets of gear at a cost of about \$28,000. This, however, is certainly a good investment. Commissioner DeHart asked how many live-ins the department has right now. Chief Weikle responded that there are three, but that number should be back up to five or six by spring/summer. Commissioner DeHart suggested Chief Weikle put something in the paper to recruit live-ins. Chief Weikle explained that he is also working with some of the local businesses, including Phoenix Contact and D&H, to discuss the possibility of them hiring live-ins, which should help improve production of this program.

EMS REPORT:

Ms. McBride presented the monthly statistics for the Life Lion EMS, as well as year to date figures. For the month of December for Lower Swatara Township, there were 71 calls, with a yearly total of 1025. Total calls for 2017 came in at 987.

ENGINEER'S REPORT:

Andrew Kenworthy, HGR, stated that he has nothing significant to report, other than that work continues to set up the grants, including the Mariner East II grant for the riparian buffer and the grant for the park comprehensive plan. He added that the Highland Street Bridge project is on schedule.

SOLICITOR'S REPORT:

Public Hearing for Campus Heights III scheduled

Solicitor Henninger reported that Campus Heights III has filed a petition with the Township to vacate Dauphin Street, High Street, and portions of Lawrence and Wood Streets as part of their proposed project. They have prepared a petition listing all the properties and the adjacent property owners. They have also worked out some details with Spring Street Properties with regards to right of way that had been dedicated, and prepared a proposed ordinance for the Board's consideration. Procedurally, a hearing must be held, and 10-days written notice must be given to all adjoining property owners. Solicitor Henninger added that as was done previously in that development when the relocation of Lawrence Street occurred, the Township will actually provide notice to all the property owners in this area, as a courtesy. He suggested the Board

schedule the Public Hearing for March 6 at 6:30 P.M., just prior to the regularly scheduled workshop meeting. The Board will also have to advertise the ordinance vacating those roads as requested, for consideration at its March 6 meeting. A motion was made by Commissioner Davies, seconded by Vice President Truntz, to schedule a Public Hearing on the Campus Heights III Land Development Plan petition to vacate streets, as indicated, for March 6, 2019 at 6:30 P.M. The motion was unanimously approved.

MANAGER'S REPORT:

Ms. McBride referenced the recent issues experienced with the new trash hauler, and reported that staff members, as well as Commissioner Paul, had met with the hauler, Waste Industries, last week and had a very productive meeting. As a result of the meeting, Waste Industries has agreed to include an information sheet with one of its future billings that includes specific information on waste/recycling collection. Ms. McBride referenced the issue of residents reporting their carts had been stolen. The driver was actually taking damaged carts with the intent of replacing them the next day. From now on, it will be a swap – a broken cart will not be taken unless there is a replacement cart provided the same day. She added another issue discussed was the handling of complaints from residents about trash/recycling issues. The hauler strongly encourages residents having issues contact them directly, rather than contact the Township. By contacting the hauler directly, they may be able to dispatch one of the drivers and handle the issue immediately. Vice President Truntz asked if confirmation of the bulk item collection had been made. Solicitor Henninger stated that regular-pay customers on the quarterly billing system are entitled to put out one cart plus one bulk item weekly, or three bags plus one bulk item or four bags and no bulk item. He added that bulk items include white goods, although items containing refrigerants require a 24-hour notice to the hauler. He stressed that the bulk item collection has been part of the Township's contract for 20+ years, and this has not changed.

Ms. McBride reported that from time to time, there are instances where a Township snow plow hits a mailbox. The current procedure is that the complaint will be looked at by staff, and the resident will then be reimbursed up to \$35 upon submission of a receipt. She added that unfortunately, the Township sometimes is uncertain if the damage was done by one its plows; if a plow driver knows he has hit a mailbox, he does report it. Ms. McBride reported on a recent situation where a resident feels a Township plow hit her mailbox, and she is not satisfied with the

\$35 reimbursement. The resident also feels the Township should do the repair work. Solicitor Henninger explained that many municipalities have put a similar process in place, and part of the reason for this is the vast majority of mailboxes are actually in the township right of way. This must be balanced, however, against the post office regulations that the driver does not have to get out of the mail truck to deliver the mail. Commissioner DeHart noted that he had looked on the Home Depot website to pull together some costs. With the replacement of the post and mailbox, it could cost up to \$160. He questioned whether the \$35 reimbursement is a fair figure, or should be increased. He noted that there are three mailboxes shown that are under \$35. Solicitor Henninger suggested his recommendation would be for staff to call some of the surrounding municipalities to see how they handle this issue. Commissioner Davies agreed that he would like to explore this possibility. Ms. McBride stated she will have a report on this at the next meeting.

Future Meeting Dates

President Wilt read aloud the list of future meeting dates:

January 23	7 PM	Zoning Hearing Board
January 24	7 PM	Planning Commission Mtg.
January 28	7 PM	Municipal Authority Mtg.
February 2	10 AM	Woodridge Homeowners' Association Mtg.
February 6	7 PM	Board of Commissioners' Workshop Mtg.
February 18	Presidents' Day Holiday – Twp. Offices closed for business	
February 20	6:30 PM	Public Hearing on behalf of DHK Harrisburg, LLC regarding a text amendment to change a portion of the Jednota property from Residential Urban and Industrial Park Limited to Industrial Park.
February 20	7 PM	Board of Commissioners Legislative Mtg.

COMMITTEE REPORTS:

Public Safety Committee: Commissioner Paul -- no report

Budget and Finance Committee: Commissioner Davies – no report

Public Works Committee: Vice President Truntz reported the department is doing miscellaneous work at the park, and performed some extensive cold patching and road edge repair work. The crew is also preparing for the forecasted snow event.

Community Development: Commissioner DeHart reported that MARA (Middletown Area Recreation Alliance) will be meeting tomorrow evening. He has also coordinated a meet and greet tomorrow with Will Foster, who is the MARA Director, and Ms. McBride and Ms. Arroyo. After the meeting, he will also show Mr. Foster some of the Township's recreational facilities.

Personnel Committee: President Wilt – no report

UNFINISHED BUSINESS:

Preliminary/Final Land Development Plan for Hershey Creamery

The Board tabled the Preliminary/Final Land Development Plan for Hershey Creamery, File #PC2018-06. The property is located at 1200 AIP Drive, zoned Industrial Park, Industrial Park Limited and Residential Agriculture, 106.27 acres, proposed 183,302 sf of building expansion involving a sanitary sewer pretreatment plant and associated site improvements. It is owned by Hershey Creamery Corporation and submitted by Rettew Associates, Inc. The Planning Commission recommended approval of the two waiver requests and approval of the plan subject to all staff and engineering comments. The waivers requested -- §22-404 Preliminary Plan and §22-606 Curbs – were approved by the Board of Commissioners at its November 20, 2018 legislative meeting.

NEW BUSINESS:

Request for Funding (DCIB 2015 loan)

A motion was made by Commissioner Davies, seconded by Commissioner Paul, to approve Request for Funding (DCIB 2015 loan) in the amount of \$15,875.10 to the Dauphin County Infrastructure Bank for the Lumber Street Culvert Replacement Project. The motion was unanimously approved.

Antonio Gonzalez appointed to Police Pension Advisory Board

A motion was made by Commissioner DeHart, seconded by Vice President Truntz, to approve the appointment of Antonio Gonzalez to the Police Pension Advisory Board. Officer Gonzalez will fill the unexpired term created by the resignation of Ryan Gartland (term expiration of 12/31/2019). The motion was unanimously approved.

FINAL COMMENTS:

Commissioner DeHart stated that he had several items to address. He asked Vice President Truntz if he had a chance last year to review the Fire Department budget for last year, and if he would be scheduling a review for the new year too. Vice President Truntz responded that last year's budget had been reviewed and approved; he noted that he believes it was presented to Commissioner DeHart, who had a series of questions that were answered. Commissioner DeHart asked if there would be a new review of the 2019 budget. Vice President Truntz responded that he believes this is underway by the Fire Department. Commissioner DeHart clarified that he meant review by the Board of Commissioners, as this is required and he doesn't want to see it lost in the shuffle. Vice President Truntz agreed that this will be done once received.

Commissioner DeHart referenced the appointment of Antonio Gonzalez to the Police Pension Advisory Board. He stated that he has also been a member of this Advisory Board for a year now, and there has yet to be one meeting. Ms. McBride explained that she has been attempting to set up a meeting with the pension boards and PFM, and is hoping for a meeting in early February for PFM to review the 2018 year.

Commissioner DeHart recalled discussion by the Board about sending a letter to the homeowners in Woodridge that are in proximity of the planned basketball court. He asked if the Board had come up with a final decision on the size of the court yet and if the letter went out. Ms. McBride stated it did not, as she needs to get Board approval of the letter prior to the mailing.

Commissioner DeHart referenced his request at the last meeting for Ms. McBride to contact PointSolve to get some figures to broadcast the Board meetings on-line. He asked her to review the numbers. Ms. McBride confirmed that she had emailed the Board the figures, and recalled that it will cost between \$6,000 - \$7,000 to get the process going, plus costs for them to be here at the meetings to record, if requested, and to put the meetings on-line. She noted the meetings would only be on-line for about six weeks due to the high cost to store them. Commissioner DeHart reported that he had obtained an estimate from a company called Livestream. He will forward the information to Ms. McBride. This option would cost about \$2,300 yearly and \$799 for the equipment. He stated that this is a cheaper option, and noted that broadcasting the meetings will get citizens more involved since they will be able to see what is going on.

Commissioner DeHart also thanked the Public Works for the good job during the last nuisance snow.

ADJOURN:

Hearing no other comments, a motion was made by Vice President Truntz, seconded by Commissioner Davies, to adjourn the meeting. The motion was unanimously approved, and the meeting adjourned at 7:35 P.M.

ATTEST:



Jean R. Arroyo, Secretary

PLEASE **PRINT** NAME CLEARLY

JANUARY 16, 2019 LEGISLATIVE MTG.

[illegible]