

MINUTES

LEGISLATIVE MEETING –JANUARY 17, 2018

The January 17, 2018 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
- Ronald J. Paul, Assistant Secretary
- Michael J. Davies, Commissioner
- Christopher DeHart, Commissioner (via phone)
- Frank Lynch, Interim Manager
- Jean R. Arroyo, Secretary
- Peter R. Henninger, Solicitor
- Erin Letavic, Engineer
- Ann Hursh, Planning & Zoning Coordinator
- Scott A. Young, Officer in Charge

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

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

PUBLIC COMMENTS: None

APPROVAL OF MINUTES:

A motion was made by Commissioner Davies, seconded by Vice President Truntz, to approve the Minutes of the December 20, 2017 Legislative Meeting. The motion was approved by a 3 – 0 margin, with Commissioner Paul and Commissioner DeHart abstaining, since they were not members of the Board at that time.

A motion was made by Vice President Truntz, seconded by Commissioner Paul, to approve the Minutes of the January 2, 2018 Reorganization/Workshop Meeting. The motion was unanimously approved.

APPROVAL OF BILLS:

A motion was made by Commissioner Davies, seconded by Commissioner DeHart, to approve the payment of bills as presented on Warrant No. 2017-12. The motion was unanimously approved.

APPROVAL OF TREASURER'S REPORT:

A motion was made by Commissioner Paul, seconded by Vice President Truntz, to approve the Treasurer's Report for December 2017. The motion was unanimously approved.

PUBLIC SAFETY REPORT:

Officer in Charge Young read aloud the statistics for the Police, Fire, and EMS for the month of December, and then reviewed year-end data. He noted that it was a very busy year for the Police Department, which ended the year with a total of 6,326 calls for service, 260 total arrests, 77 criminal citations, 486 traffic citations, and 494 warnings.

Commissioner Davies questioned the Fire Department's assists for non-contiguous municipalities. OIC Young explained that depending on the type of fire, other municipalities may be called in to provide specialized equipment or additional staff. He added that the Police Department provides similar coverage when needed; this is all part of mutual aid.

Vice President Truntz questioned the number of Fire Department responses to the Borough of Highspire. Fire Chief Weikle explained that the Lower Swatara Fire Department usually goes in as back-up.

ENGINEER'S REPORT:

Ms. Letavic reported that a PennDOT traffic impact study scoping meeting was held on January 11, 2018 in regards to the BT Newyo LLC/UPS Land Development Plan. HRG and Township staff were in attendance.

HRG continues to search for funding for the approximate \$1.2 million necessary to fund the Township's Chesapeake Bay Pollutant Reduction Plan.

The draft stormwater feasibility fee study is under review by staff to confirm that the assumptions in the study are accurate and the level of anticipated service makes sense. HGR is

asking that staff coordinate a meeting with the Public Works Committee to review the study findings and determine any next steps.

Ms. Letavic reminded the Board that the Township's DCNR C2P2 Planning Grant application for the Township parks and the Richard L. Shireman Park was not selected. The application proposed an \$80,000 project (a 50/50 match) to draft a comprehensive recreation, park, and open space plan and deliver a master plan for the Shireman Park. An application would be due in April this year if the Board wishes to again pursue grant funding for these two initiatives. HRG can review the application with the staff to enable them to complete the submittal process.

The DEP permit applications for infrastructure replacements for the three locations that were flooded in July were submitted at the end of December 2017. These locations include Rosedale Avenue, Greenwood Drive/Lumber Street, and the 140 Fulling Mill Road tree planting stream crossing. Upon permit issuance, the improvements proposed are not required to be immediately installed. However, the permits will provide authorization for Township staff to maintain the current infrastructure and replace them when affordable.

An update was provided on the Capital Improvement Plan – Penn VEST Funding for Stormwater Projects. A final design for Rosedale Manor is complete and is under review by Public Works as the Township prepares to submit the plan to the Conservation District for NPDES permitting. Green stormwater infrastructure options are incorporated into the design, in conformance with the requirements of the PENNVEST program, and to support the Township's MS4 program.

Ms. Letavic updated the Board on the Dauphin County Infrastructure Bank (DCIB) Loan Application (2016) for Highland Street and Summit Ridge. Since the Township has secured funding, HRG will propose a scope of work to design, permit, bid, and inspect the program in February of 2018. It is anticipated that the culverts will be under construction in 2019.

Commissioner Davies asked the process to possibly prioritize the culvert work, particularly for the Summit Ridge culvert. Ms. Letavic explained the designs and permits will occur simultaneously. The concern is always DEP permitting, should the Department get backed up, and the bidding process. If the weather is relatively warm and the survey work can be done earlier, there is a better chance to get things bid out by the fall and get the work started.

Ms. Letavic noted, however, that it would be overambitious to try to get both projects done this

year. However, once the Township has the permit in hand for the replacement, it will at least have the ability to maintain that culvert properly to avoid the amount of flooding that occurs. Commissioner Davies asked if it would be better for the work to be done in the summer season to avoid issues with school buses. Ms. Letavic agreed that the Township tried to do this with the Richardson Road project, but the busses ended up being re-routed. There will need to be coordination between the Township and School District during the project.

SOLICITOR'S REPORT: No report

MANAGER'S REPORT:

Mr. Lynch reported that staff is seeking Board approval for the purchase of an Elgin Whirlwind street sweeper at a cost of \$274,911. The equipment would be purchased in five annual installments of under \$60,660, an amount that is budgeted. A motion was made by Commissioner Davies, seconded by Vice President Truntz, to approve the purchase of an Elgin Whirlwind street sweeper at a cost of \$274,911. The motion was unanimously approved.

The new backhoe arrived last week, so Mr. Lanman is now seeking approval of a resolution authorizing the sale of the old backhoe via Municibid. A motion was made by Commissioner Davies, seconded by Commissioner DeHart, to approve Resolution No. 2018-R-3, authorizing the sale, through Municibid auction, of a 1997 John Deere 310E backhoe. The motion was unanimously approved.

Mr. Lynch noted that with the unfortunate passing of Edward Mentzer, the Civil Service Commission is in need of another member. The Commission is comprised of three members and one alternate. Staff is seeking appointment of one permanent member to replace Mr. Mentzer; Paul Yoder will remain as an alternate member. If the Board so desires, it can also appoint another alternate to assist with meeting a quorum in this critical year. A motion was made by Commissioner Davies, seconded by Vice President Truntz, to appoint Nancy Avolese as a member of the Civil Service Commission. The motion was unanimously approved. President Wilt suggested the Board also appoint a second alternate. A motion was made by Commissioner DeHart, seconded by Vice President Truntz, to appoint Cord Holliday as a second alternate member of the Civil Service Commission. The motion was unanimously approved.

Staff is also seeking approval to renew a CD being held at MidPenn Bank. The CD, currently valued at \$2,010,111, matures on January 27. Staff recommends renewal of the CD for 12 months at a yield rate of 1.85%. Commissioner DeHart noted that he did call around to other institutions, and confirmed that this rate is very competitive. A motion was made by Commissioner Davies, seconded by Commissioner Paul, to approve renewal of a CD being held at MidPenn Bank for 12 months at a yield rate of 1.85%. The motion was unanimously approved.

President Wilt read aloud the list of future meetings and events:

January 22	7 PM	Municipal Authority Mtg.
January 24	7 PM	Zoning Hearing Board Mtg. – CANCELED
January 25	7 PM	Planning Commission Mtg.
February 3	10 AM	Woodridge Homeowners' Association Mtg.
February 7	7 PM	Board of Commissioners Workshop Mtg.
February 19		Presidents' Day Holiday – Township Offices Closed

COMMITTEE REPORTS:

Public Safety Committee: Commissioner Paul reported that there will be some upcoming meetings involving recreation. He noted that he will be attending the meeting of the Olmsted Regional Recreation Board tentatively scheduled for tomorrow night. The Peer-to-Peer group meets a week from today. Commissioner Paul requested an executive session immediately upon conclusion of this evening's meeting in order to discuss personnel issues.

Budget and Finance Committee: Commissioner Davies stated that he had nothing to report.

Public Works Committee: Vice President Truntz reported that he had received many compliments on the condition of the roads after the snowfall, and thanked the crew for the fine job.

Community Development: Commissioner DeHart reported that he will be attending the Peer-to-Peer review next week. He advised Commissioner Paul that the Olmsted Regional Recreation Board meeting originally scheduled for tomorrow evening will most likely be cancelled and rescheduled.

Personnel Committee: President Wilt reported that the Board will be working on some personnel issues, as referenced by Commissioner Paul.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

A motion was made by Commissioner Paul, seconded by Commissioner DeHart, to approve Ordinance No. 576. This ordinance amends the Zoning Map of Lower Swatara Code of Ordinances, No. 1982-3, Chapter 27, Zoning, as Revised in 1993 by Ordinance No. 384, and in 2000 by Ordinance No. 448, Rezoning and Changing from Residential-Urban (R-U) to Commercial-Neighborhood (C-N) those certain parcels and unopened rights-of-way containing approximately 7 acres and located east of North Lawrence Street, north of the unopened Alley known as West High Street south of the Spring Street Properties, L.P property, and bound to the east by the Municipal boundary line with Middletown Borough. A roll call vote was taken with the following ballot tabulation: Commissioner DeHart – aye, Commissioner Paul – aye, Commissioner Davies – aye, Vice President Truntz – aye, President Wilt – aye. Ordinance No. 576 was approved by a 5 – 0 margin.

A motion was made by Commissioner Davies, seconded by Vice President Truntz, to approve Ordinance No. 577. This ordinance amends the Code of Ordinances of the Township of Lower Swatara No. 448, as amended, Chapter 18, Sewers and Sewage Disposal, Part 5, User Charges, Setting the user charges at \$50.00 per EDU per month effective April 1, 2018, \$52.50 per EDU per month effective January 1, 2019, \$55.00 per EDU per month effective January 1, 2020, \$57.50 per EDU per moth effective January 1, 2021, and \$60.00 per EDU per month effective January 1, 2022. Solicitor Henninger noted that this proposed ordinance had been properly advertised. It is being recommended due to a rate study that was performed on behalf of the Municipal Authority, which has not had a rate increase for six years. The proposed increase is due to a significant cash flow deficit as a result of increasing cost of treatment. The Municipal Authority unanimously recommended these scheduled rate increases in order to keep the Authority solvent. A roll call vote was taken with the following ballot tabulation: Commissioner DeHart – aye, Commissioner Paul – aye, Commissioner Davies – aye, Vice President Truntz – aye, President Wilt – aye. Ordinance No. 577 was approved by a 5 – 0 margin. Commissioner Paul advised the public that there will be a letter coming out to the users explaining the series of rate increases.

The Board addressed the Final Land Development Plan for SBC PA Building expansion, 2755 Spring Garden Drive, File #2017-07, for a 7,576 square foot building addition. The Plan was submitted by Morris and Ritchie Associates, Inc. for SBC Pennsylvania Properties, LP.

Ms. Hursh reported that the Planning Commission recommended approval of the plan with conditions; all her comments have been addressed as well as those of the Dauphin County Planning Commission. Ms. Letavic revised her comments, as presented in Review Memorandum #2 dated January 16, 2018. Commissioner Paul asked if it is possible to get the street number on these buildings. Ms. Hursh confirmed that this is generally part of the building code. Chad Amateau with Morris and Ritchie Associates presented the plan, which is an expansion to the current building and will be used primarily for trucks. Large trucks will be dropping off pre-made bread deliveries and smaller route trucks will be picking up those bread deliveries. Ms. Letavic noted there is no stormwater on this project. There was a comment made at the Planning Commission meeting relative to fire protection for the addition; she noted her understanding that the current building is not fully sprinklered. Staff did request that a truck turning exhibit be provided. The Fire Department can access 80% of the perimeter of the building as long as there are no trailer stacks in the newly paved space. If that stacking is full, it will be very tight for the fire truck to get back there. Ms. Letavic commented that the owners are aware of this. She stated that the review of the improvement guarantees is being finalized for the project, so that will be a condition of final approval. A motion was made by Vice President Truntz, seconded by Commissioner Davies, to grant a conditional approval on the Final Land Development Plan for SBC PA Building expansion, 2755 Spring Garden Drive, subject to the outstanding staff and engineer comments as noted. The motion was unanimously approved.

A motion was made by Vice President Truntz, seconded by Commissioner Paul, to approve Improvement Guaranteed Reduction #3 for Fulling Mill Retirement Community, Phase 1, by \$88,190.60 from the current amount of \$1,093,232.60, leaving a balance of \$1,005,042.00. The motion was unanimously approved.

A motion was made by Commissioner Davies, seconded by Commissioner Paul, to approve Improvement Guaranteed Reduction #1 for Maaco of Middletown Body Shop Expansion by \$5,400.00 from the current amount of \$35,500.00, leaving a balance of \$30,100.00. The motion was unanimously approved.

A motion was made by Vice President Truntz, seconded by Commissioner Davies, to approve Improvement Guarantee Reduction #1 for Select Medical HIA Hanger (2016-07) Land Development/Stormwater Management, by \$111,283.00 from the current amount of \$141,744.00, leaving a balance of \$30,461.00. The motion was unanimously approved.

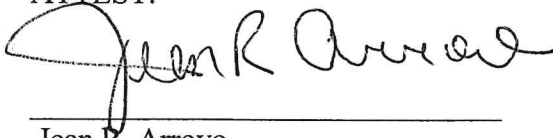
FINAL COMMENTS:

The Commissioners again thanked the Public Works Department for the fine job of snow removal. Commissioner DeHart also thanked the Fire Department volunteers who have been very busy during this extremely cold time of year.

ADJOURN AND CONVENE INTO EXECUTIVE SESSION:

Hearing no other comments, a motion was made by Commissioner Davies, seconded by Vice President Truntz, to adjourn the meeting and convene into executive session. The motion was unanimously approved, and the meeting adjourned at 8:02 P.M.

ATTEST:

A handwritten signature in black ink, appearing to read "Jean R. Arroyo", written over a horizontal line.

Jean R. Arroyo
Township Secretary

PLEASE PRINT NAME CLEARLY
JANUARY 17, 2018 PUBLIC HEARING – 6:45 P.M.
FOLLOWED BY
LEGISLATIVE MTG. – 7:00 P.M.

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