

MINUTES

NON-LEGISLATIVE MEETING – OCTOBER 4, 2017

The October 4, 2017 Non-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
- Laddie J. Springer, Vice President
- Michael J. Davies, Assistant Secretary
- Todd F. Truntz, Commissioner
- Benjamin C. Hall, Commissioner
- Frank Lynch, Interim Manager
- Jean R. Arroyo, Secretary
- Peter R. Henninger, Solicitor
- Erin G. Letavic, HRG, Engineer
- Ann Hursh, Planning and Zoning Coordinator
- Lester Lanman, Municipal Authority Manager/Assistant Public Works Director
- Scott 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 comments.

PUBLIC COMMENTS:

John Weikle, Fire Chief, updated the Board and public on the activities of the Fire Department. The Department voted to pay off the 2012 Ferrara fire engine, which leaves it with one loan for the rescue truck, which is about \$19,000. The new pumper tanker should be delivered sometime in late January. Besides responding to calls, the Fire Department has been very busy with fundraisers, participating in local events, hosting deployments for the forestry department, member training, assisting local businesses and daycares with fire-related training, preparing for the relocation of the EMS to the fire station, and getting ready for next week's Fire Prevention Week. He reminded the Board and public that the Fire Department will have its Open House on Thursday, October 12.

Roger Erickson, 235 Shady Lane, expressed concern with some sight distance problems in the Township, particularly on Rosedale Avenue and Stoner Drive, due to lack of trimming.

PRESENTATION BY MATTHEW GENESIO, CAMPUS HEIGHTS PHASE III

Matt Genesio, College Town Communities, presented the concept of Campus Heights Phase III. With the purchase of the townhouses on Gina Lane, which borders Phase I and Phase II, all the remaining homes in Eagle Heights are now under contract to be purchased, if the plans for this phase can be approved. Mr. Genesio explained the hope is to continue with the zoning in the Commercial-Neighborhood (C-N) District; student housing is permitted by special exception in this C-N zoning district. In order to do Phase III, the request would be for the Township to change the present Residential-Urban (R-U) zoning to C-N, and then approve the special exception for the student housing. All of the Eagle Heights area would then be C-N.

A brief overview of the plans for Phase III was discussed, including the relocation of Dauphin Street in order to address previous Township comments about having a continuous loop of roadway up there. Mr. Genesio added that it was probably an issue back then because of the mix of student housing and the 12 residential homes which were already there. The proposed plan would consist of 14 buildings and 336 beds. It is projected to be delivered to market in four years. Ms. Hursh confirmed that the staff received the map amendment on Friday. She stated that she does not see the need or real benefit to the Township to relocate Dauphin Street, since the area will be entirely private property at that point. The only issue would be the need for a turn-around for snow plowing purposes.

Mr. Genesio explained that tonight's presentation is to give the Board an idea of what is being planned. He asked that the Board direct the request to the Planning Commission, and then hold a Public Hearing on it. Solicitor Henninger explained that procedurally, the request would be to forward it to the Township Planning Commission and the County Planning Commission for review and comment. The Board would then schedule a Public Hearing.

A motion was made by Vice President Springer, seconded by Commissioner Hall, to refer the rezoning request to the Township Planning Commission and the Dauphin County Planning Commission for review and comment. The motion was unanimously approved.

PLANNING AND ZONING REPORT:

Ann Hursh, Planning and Zoning Coordinator, referenced the reports provided for permit activity during the month. She noted that the September Planning Commission meeting was cancelled since there were no submissions. The Zoning Hearing Board will meet October 24 to consider the following: (1) Docket #2017-05 – Susquehanna Area Regional Airport Authority, requesting a variance from Zoning Ordinance 27-§2304 to allow a 16' by 32' sign on the parking garage and (2) Docket #2017-06 – IWI US, Inc. for property at 1441 Stoneridge Drive, requesting a variance from Zoning Ordinance 27-§2008 to allow construction of a nine foot perimeter fence. She noted that the site proposed for the UPS project will be posted tomorrow.

Ms. Hursh presented the annual request from Middletown & Hummelstown Railroad for the use of Township property for two seasonal activities. Pumpkin Patch trains will operate October 8 through October 22 and the Santa trains will run from November 15 through December 30. Both activities will utilize an area approximately 50' x 100' north of Swatara Park. Solicitor Henninger recommended that the Township also require a certificate of insurance naming Lower Swatara Township as additional insured. A motion was made by Commissioner Truntz, seconded by Commissioner Hall, to approve a request from Middletown & Hummelstown Railroad for the use of Township property for two seasonal activities with the condition that a certificate of insurance be provided naming the Township as an additional insured. The motion was unanimously approved.

PUBLIC WORKS REPORT:

Lester Lanman, Municipal Authority Manager/Assistant Public Works Director, reported on completed and current projects. The base repairs on North Union Street have been completed. Once Stewart and Tate notifies the Township of a start date, the start and ending milling will be done to allow a proper transition from existing pavement to the new micro surface pavement. Repairs were completed to the Rosedale culvert by CH&N site contractors. Mr. Lanman added that he would like to publicly thank American Airlines which uses this intersection; they were extremely cooperative during this project and very nice to work with. The Public Works Department budget has been drafted. Two new employees, John Lewis and Paul Potts, began their employment and the third, Jeff Fultz, is scheduled to start October 9.

The Department has received cones, barricades and work zone lights from Garden State Highway Products. Crack sealing will begin on AIP Drive. Craft made repairs to the cooling unit for the codes office and a damper that serves the break room. Repairs were made to a hole at 5 Messick Drive. A very wet subsoil was observed in this area along with two other large depressions on either side of this repair. Staff will be working with HRG to investigate and plan for the future repairs. The high bidder for the car sold on Municibid finally came for the vehicle. Total money received from all Municibid auctions to date is \$27,039.00. All salt orders have been verified with CAPCOG and COSTARS.

Projects in progress include completing the grading and seeding of the park projects in Old Reliance and Shoppes, installing new turf mats at Memorial Field, and preparing equipment for leaf collection, which will be advertised. The dumpster will be open for residents on October 7 from 8:00 to noon.

Mr. Lanman reported that he had recently attended the annual conference of the Susquehanna Municipal Trust, at which time the Township was awarded with a second-place safety award. He added that the Township had applied for a grant to pay for half the costs of a new floor jack. The grant was awarded, and the Township anticipates receiving the \$615 in January.

Vice President Springer asked if Mr. Lanman could research when the Greenfield Park parking area and walking trail were last sealed. He inquired as to the recommended intervals to do this work. Mr. Lanman agreed to look into this, and noted the schedule depends on what is put down and the traffic on it, but a five to eight year interval is probably normal.

Commissioner Davies asked if Mr. Lanman could look at the visibility issues at the top of Stoner Drive, as expressed earlier by Mr. Erickson. Mr. Lanman agreed to do so, and added that the Township will have to change its procedure on that a bit due to the larger size of the Tiger Mower, which may require traffic control in some cases.

Commissioner Hall thanked Mr. Lanman for his professionalism and for stepping up to get things done. He inquired about the issue with PPL boring through some of the storm sewer. Mr. Lanman confirmed that the problems have been fixed. It turned out to be an issue with a subcontractor PPL had used many years ago. Commissioner Hall also congratulated the crew on the excellent safety record.

MANAGER'S REPORT:

Mr. Lynch referenced a Parameters Ordinance in front of the Board with regards to the proposed current refunding of the outstanding 2012 bonds. Tim Horsman of McNees, Wallace and Nurick, LLC, bond counsel, explained that this ordinance authorizes them to go to market to sell bonds at the parameters set. Again, this is for the refunding of the outstanding 2012 bonds which were for financing of projects related to sewer. One change from the copy that the Board originally received is that the updated version sets forth the minimum target interest savings on the new issue: a minimum savings target of 2% of the outstanding bonds has been inserted. Solicitor Henninger added that the Municipal Authority is in favor of the refinancing. A motion was made by Commissioner Davies, seconded by Commissioner Hall, to approve Ordinance No. 572 which is a Parameters Ordinance in connection with the proposed current refunding of the currently outstanding 2012 bonds. A roll call vote was taken with the following ballot tabulation: Commissioner Hall – aye, Commissioner Truntz -- aye, Commissioner Davies – aye, Vice President Springer – aye, President Wilt – aye. Ordinance No. 572 was approved by a 5 – 0 margin.

The Township has received the 2016 audit prepared by Boyer and Ritter. It is a clean audit with no significant findings. A motion was made by Vice President Springer, seconded by Commissioner Truntz, to accept the 2016 Audit prepared by Boyer and Ritter. The motion was unanimously approved.

Mr. Lynch reported that following a thorough process to identify an Information Technology provider for all Township needs, staff recommends approval of a service and maintenance contract with PointSolve Technologies, Inc., of Jonestown. It is recommended that the board approve a master document and two related projects sought by staff and the committee. Monthly cost of the 12-month master agreement is \$2,035. With a master agreement in place, PointSolve has proposed discounted pricing for two needed projects: Online Data Backup (\$966.39 for equipment purchase, installation and cloud storage in the first month, then \$299.40 monthly for cloud storage after that), and enhancement of the WiFi for the Police, Administration, and Public Works (\$1,174.16 one-time expense). President Wilt agreed it was a long process. He sat in with the committee during the interviews of potential vendors, and everything was thoroughly reviewed.

A motion was made by Commissioner Truntz, seconded by Commissioner Davies, to approve a master agreement with PointSolve Technologies, Inc. for Information Technology services for the Township. The motion was unanimously approved.

A motion was made by Vice President Springer, seconded by Commissioner Hall, to approve an agreement with PointSolve Technologies, Inc. for Online Data Backup. The motion was unanimously approved.

A motion was made by Commissioner Hall, seconded by Commissioner Davies, to approve an agreement with PointSolve Technologies, Inc. for enhancement of the WiFi. The motion was unanimously approved.

Mr. Lynch provided an update on the newly hired employees for the Public Works Department. A motion was made by Commissioner Truntz, seconded by Commissioner Hall, to approve the employment of the following individuals as Public Works employees: John Lewis – starting date of September 18, 2017; Paul Potts, starting date of October 2, 2017; and Jeff Fultz, starting date of October 9, 2017. Each will have a six month probationary period. The motion was unanimously approved.

Mr. Lynch noted that at the last meeting, the resignation of Daniel Wagner was accepted pending verification of the leave that was due him. After review of the records, his last day was officially September 20, 2017. A motion was made by Vice President Springer, seconded by Commissioner Davies, to confirm the resignation of Daniel Wagner effective September 20, 2017, which was his last day of employment. The motion was unanimously approved.

ENGINEER'S REPORT:

Mr. Lynch noted that Ms. Letavic is not in attendance tonight, but did provide her monthly report. He added that Mr. Lanman and Ms. Letavic have been involved in the Rosedale stormwater issues. Next week they will look at two of the impacted homeowners to see if any temporary measures can be taken to provide relief.

SOLICITOR'S REPORT:

Solicitor Henninger stated that in front of the Board tonight is proposed Resolution No. 2017-R-21 which appoints the Lower Swatara Township Board President to serve as “applicable elected representative” regarding approval of the issuance of debt in connection with a

project at Springwood Glen Apartments in the Township. The Board heard a presentation at last month's workshop about this project to rehab Springwood Glen Apartments, 1901 Georgetown Road. Roman Carbanello, Stevens and Lee, explained that the Redevelopment Authority of the County of Lancaster did hold the required Public Hearing on September 26 and is set to move forward. He noted that the resolution in front of the Board has an Exhibit "A" which has a blank line under "Total Cost of Project". This will be filled in to state "Not to exceed \$20,000,000." Solicitor Henninger again confirmed that there is no financial obligation to the Township associated with this project. A motion was made by Commissioner Truntz, seconded by Commissioner Hall, to approve Resolution No. 2017-R-21.

Solicitor Henninger announced that on Monday at 7:00 P.M., the Board of Commissioners had met in executive session with labor counsel by conference call to discuss employment matters.

FINAL COMMENTS:

Commissioner Truntz requested an executive session immediately upon conclusion of this evening's meeting in order to discuss personnel matters.

Commissioner Hall expressed hopes that the public can attend next Thursday's Fire Prevention event at the Fire Department. He also welcomed the three new employees on board.

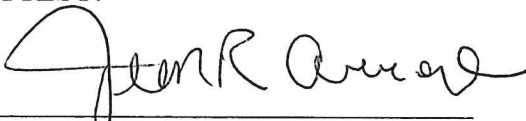
Commissioner Davies thanked the Fire Department and the Police Department for all that they do.

Vice President Springer and President Wilt thanked everyone for coming out tonight.

ADJOURN AND CONVENE INTO EXECUTIVE SESSION:

Hearing no other business, a motion was made by Commissioner Truntz, seconded by Commissioner Hall, to adjourn the meeting and convene into executive session. The motion was unanimously approved, and the meeting adjourned 8:10 P.M.

ATTEST:



Jean R. Arroyo
Township Secretary

PLEASE PRINT NAME CLEARLY
OCTOBER 4 (7 PM) BOARD OF COMMISSIONERS WORKSHOIP MTG.

Name/Organization	Address/Contact Information
JENNY FAUSEY Citizen	1781 MOUNTAIN VIEW RD.
NORMAN FAYE	
Bonnie + Rod Kiner	N Wood St
ROGER ERICKSON	235 SHADY LN
Chris Nelson	260 NELSON
Ramon M. Combarell	Stevens & Lee, P.C.
Peter's Lillian Dettant	523 N. Wood St.
Ronald J. Paul	2 Richard Ave.
Nancy Chulese	1451 N. Union St.
Ian Rawhouser	Hbc MidAtlantic
John Weikle	LSFD
MATT GERTSOW	CTC
TM SPE	CTC