

MINUTES

NON-LEGISLATIVE MEETING FEBRUARY 7, 2024

The February 7, 2024 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
- Todd F. Truntz, Vice President
- Ronald J. Paul, Assistant Secretary
- Michael J. Davies, Commissioner
- Christopher DeHart, Commissioner
- Zachary Border, Township Manager
- Jean R. Arroyo, Township Secretary
- Michael McAuliffe Miller, Eckert Seamans, Solicitor
- Shawn Fabian, HRG, Engineer
- Scott Washinger, Public Works Director
- Don Fure, Director of Codes and Planning
- Brian Davis, MS4 Coordinator
- Daniel Tingle, Acting Police Chief

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 COMMENT:

Kimberly Vajda, 5 Greenfield Drive, referenced the resolution on tonight's agenda pertaining to the MASD New K-3 Elementary plan, and asked for an update on this project, including the status of the traffic impact study for Greenfield Drive. Mr. Fabian explained that the plan is actually on the agenda of this month's Planning Commission meeting. Ms. Vajda asked if the plan will include an emergency-only access gate on Greenfield. Mr. Fabian stated this idea was presented and discussed at a previous Planning Commission meeting, but nothing has been officially submitted for review. Solicitor Miller explained that the resolution on tonight's agenda is only for the sewage facilities plan to deal with the development. It does not pertain to transportation or road access. Commissioner Paul advised Ms. Vajda that there is a dry sewer line on that street, so it will be coming at some point. Ms. Vajda remarked that the

water company also advised her that they will not force the neighbors to go on public water. Commissioner DeHart explained that the Township had nothing to do with the water company putting in its own line. Since they made the decision to put it in, residents are not required to hook up. If the Township had asked for it, residents would have been required to hook up. Ms. Vajda asked if the Township ever plans to force these residents off their wells and onto public water. Solicitor Miller responded that he does not believe the Township has a position on this right now. Ms. Vajda asked how she could keep tabs on this. Commissioner DeHart suggested she attend Municipal Authority meetings where these decisions are made. Ms. Vajda added that she is still very concerned about the speeding on Greenfield; this is an extremely dangerous situation which could result in something tragic occurring. Vice President Truntz stated that hopefully the plan submitted shows a gate which will help resolve that issue.

APPROVAL OF MINUTES

A motion was made by Commissioner DeHart, seconded by Vice President Truntz, to approve the Minutes of the January 17, 2024 Legislative Meeting. The motion was unanimously approved.

APPOINTMENT OF DANIEL TINGLE AS ACTING POLICE CHIEF:

A motion was made by Commissioner DeHart, seconded by Vice President Truntz, to approve the appointment of Sergeant Daniel Tingle as Acting Chief for the Lower Swatara Township Police Department. The motion was unanimously approved, and the Board congratulated Sergeant Tingle and thanked him for his willingness to assist.

President Wilt reported that the Board has started the process of interviewing qualified candidates to fill the position of Police Chief and had met in executive session on January 29 and January 31 for personnel matters.

RESIGNATION OF BARRY ULRICH, JR.

The Board accepted the resignation of Barry Ulrich, Jr., Public Works laborer, effective January 22, 2024.

RESOLUTION NO 2024-R-3 RELATIVE TO MASD NEW K-3 ELEMENTARY

A motion was made by Vice President Truntz, seconded by Commissioner DeHart, to approve Resolution No. 2024-R-3 accepting PA DEP's "Resolution for Plan Revision for New Land Development" relative to PC#2023-01 MASD New K-3 Elementary. Mr. Fure explained that this approval was granted back in November, but DEP did not like the fact that the resolution was approved prior to Tri-County Planning Commission's review of the plan, even though they had no applicable comments on it. Therefore, the acceptance of the resolution is back before the Board tonight. The motion was unanimously approved.

DEPARTMENT REPORTS:

Planning and Zoning/Codes:

Mr. Fure reported that active projects include Catherine Hershey School, Wawa, Capital Valley Business Park Lot 3 & Lot, and Illuminated Integration. Dunkin Donuts started work today.

The Zoning Hearing Board now has two hearings scheduled for March. One is for signage for Dunkin Donuts and the other is for a height variance.

The revisions for the New MASD New K-3 Elementary have been received and the plan will be on the Planning Commission's agenda this month; there was nothing new submitted pertinent to the roads. The Cramer Auto Land Development Plan was approved with conditions by the Planning Commission last month; resubmission is pending. The Colony at Old Reliance, Phase 1 will be on the Board's legislative agenda. Resubmission was received for the Union Knoll Final Land Development Plan, and it will be on the agenda of the Planning Commission this month. Resubmission was also received for the LHT Highspire Terminals, and it will be on this month's Planning Commission agenda as well.

President Wilt stated he had received an invitation from the Catherine Hershey School regarding a March 6 seed-spreading ceremony for the leaning center.

Mr. Fure reported that he recently met with the insurance agent for the ISO report. This report was completed and submitted; results will be forthcoming.

A memo and draft resolution regarding the revised fee schedule was provided for review by the Board. Formal action will be on the February legislative agenda.

Public Works

Mr. Washinger reported that the building offices are being upgraded with new paint and carpeting. Floors and windows are being cleaned. The crew is also doing some cold patching of roads. Commissioner DeHart asked if the roadway near 1420 Farmhouse Road was addressed, as it is breaking up badly. Mr. Washinger responded this will be done when the weather is warmer.

Tonight's agenda includes action on the purchase of a new dump truck and upfit package. This Western Star 47X will replace the 1988 Chevy Dump truck. In response to a question from Commissioner Davies, Mr. Washinger confirmed that it is a dual axel truck and chassis the same size as what is currently in the fleet. This purchase is necessary since additional mechanical parts for repairs of the old truck are no longer available and the chassis is rusting through and will not pass the next inspection. The plow can no longer be used on the mount in fear that the mount will break off the chassis. Mr. Washinger stated that he and the Township's mechanic, Rodger Mason, deliberated on this model for quite some time. The wing plow that was added drops down using hydraulic pumps off the side of the front right corner, similar to what PennDOT uses. Plans are to utilize this truck on the main roads that are wider including Fulling Mill Road, North Union Street, Route 230 and other rural roads that have less traffic. This would save time and would require only one truck instead of two in those areas. Mr. Washinger explained that he realizes that the expense is considerable. However, it is replacing a 35-year-old manual stick transmission vehicle that has very little computer technology. New trucks are all automatic and everything works off circuit boards and computer technology.

Proposal from Freightliner of Harrisburg for 2025 Western Star 47X

A motion was made by Vice President Truntz, seconded by Commissioner DeHart, to approve a proposal from Freightliner of Harrisburg, in the amount of \$137,587, for a 2025 Western Star 47X. The motion was unanimously approved.

Purchase of dump lift package for Western Star 47X

A motion was made by Commissioner Davies, seconded by Commissioner DeHart, to approve the purchase through Stephenson Equipment Inc., in the amount of \$138,964.32, of a dump uplift package for the Western Star 47X that includes an 11-foot front plow, an 8-foot mid mount wing plow, a Monroe spreader and additional accessories required for safety. The motion was unanimously approved.

Commissioner Paul referenced the condition of the barricade on Whitehouse Lane on the west side of Route 230 towards the Airport. He stated he is not sure who is responsible for it, although it may fall on the Township since Whitehouse Lane is a Township Road.

Commissioner DeHart stated this was done by the Airport when they closed the bridge.

Mr. Border stated he has a meeting with the Airport tomorrow and will speak with them about this at that time.

MS4/Stormwater

Mr. Davis reported there were some updates made to the stormwater page on the Township's website including the current year's budget, the most recent annual report, and a section to show what stormwater projects are being undertaken this year for the 2024 drainage improvement projects. He added that moving forward, these updates will be pushed to anyone who subscribes to the stormwater alerts on the website, a feature that he just learned about after a website training session.

BMP inspections will be starting soon for the coming year; notices will be sent to various property owners advising them that Mr. Davis will be entering their properties to perform the inspections.

MANAGER'S REPORT:

Firefighter tax credit

Mr. Border reported that the Solicitor has put together a draft ordinance for review regarding a firefighter tax credit. This document has also been provided to the Fire Department for their review. Solicitor Miller stated that the Township is permitted to have a tax credit for volunteers and will need to set the criteria by which a volunteer can get this credit. If the person qualifies, they can then ask for a tax credit for the earned income tax which is .05%, so a flat amount must be picked, not just a percentage, and the real property tax. In response to a question from Vice President Truntz, Solicitor Miller explained the guidelines for qualifications will be set by resolution so they can be changed when necessary. The credits themselves will be set by ordinance.

Weight restrictions on Whitehouse Lane

Mr. Border noted that the Board had a discussion at the last meeting regarding complaints about trucks on Whitehouse Lane. As a result, Mr. Fabian had been asked to look into what would be required to implement weight restrictions. Mr. Fabian stated an evaluation was taken of where

trucks seem to be coming from now from Route 230 up Whitehouse, and what would need to be done to do a study/scope to restrict Whitehouse to Rosedale. If the Board desires to extend the area further out Rosedale west of Whitehouse, there would potentially be a need to coordinate with Highspire Borough since it would end up posting at Rosedale and Lumber. Mr. Fabian stated if the first option is favored, he can pull the scope together for approval at the February legislative meeting. A larger restriction of truck traffic the whole way out to Lumber would require a larger scope. Commissioner DeHart stated that the Township needs to put some teeth in the ordinance to restrict weight in order to get the word out to the truck drivers. Commissioner Davies agreed and added that he also has a concern about these trucks going down Stoner to access Rosedale. Acting Chief Tingle stated that most of the complaints are about trucks traveling north on Whitehouse and then making the right hand turn towards D&H. There are additional complaints right now about trucks going north on Stoner because the bridge is out. This is particularly dangerous due to the design of the road and the poor site distance.

Mr. Fabian stated it appears the original study he had planned to do, which will cost about \$3,000, should resolve the issue. If further areas are desired to be evaluated later, the scope can always be expanded. Commissioner Davies asked if Lumber Street in Highspire is weight restricted. Chief Tingle responded it is not; there is no truck restriction at all. Mr. Fabian stated he will have the scope before the Board at the next meeting for formal action.

Non-Uniform Employees Personnel Policy Manual

Mr. Border stated that he had provided the Board with the draft of the new Non-Uniform Employees Personnel Policy Manual which was put together with the assistance of Eckert Seamans. This will be on the agenda of the legislative meeting.

CDBG

The CDBG (Community Development Block Grant) is being finalized for the playground equipment approved for purchase at the last meeting. The County has now indicated that it has leftover funds, so the Township is getting \$7,000 more than anticipated -- \$37,000 instead of \$30,000. This can be put towards the Township's share of this grant.

ENGINEER'S REPORT:

Mr. Fabian reported that he has completed the review of the application for payment for the Hanover St./Meade Ave. Stormsewer Outfall Repairs project. The Municipal Authority will act on

it later this month. As soon as the weather breaks and grass can be grown in there, this project can be closed out.

The endwalls for the Rosedale Avenue Culvert Replacement Emergency Project (just east of Stoner Dr.) have been poured and they are working through the logistics of delivery to install them. There are some overhead wires in that area that they need to work through, but they did mobilize to start prepping the site. Mr. Fabian added that he has asked the contractor several times for a schedule, because he can only estimate how long he feels the work will take. He noted that he will impress upon the contractor the importance of receiving this schedule so the Township can keep the residents apprised.

Bidding for the Richard L. Shireman Park is live on PennBID and the bid opening is scheduled for March 7.

The Municipal Authority awarded the bid for the 2023 Drainage Improvements Project (Nissley & Spring Garden, Woodridge Basin Tie-In Off of Spring Garden) at its last meeting, and the contractor is now working through the contract and bond documents. After those are received and the contract is executed, a pre-construction meeting will be scheduled with the contractor.

The public bid for the Fiddler's Elbow Box Culvert Replacement is also live, and the bid opening is scheduled for March 6.

The 2024 CIP Stormwater Improvement Project (Burd, Richard & Nissley Storm Sewer Replacement, Lumber St. Storm Sewer Replacement, Richardson Rd. Stream Restoration & Lakeside Dr. Storm Sewer Replacement) is moving forward, with the post-processing of the survey on Lakeside Drive complete. Initial design was started for the other projects and Lakeside can now be added to that list.

Mr. Fabian reported that today he was able to download the package for the Township's application for the Hazard Mitigation Grant Program (home buyout through FEMA). He also forwarded this to Mr. Border so they can both review the documents thoroughly before giving authorization to move this project forward.

HRG has begun the design and permitting for the Rosedale Avenue Bridge Repair Project (Bridge LST-101 just west of intersection with Meade Ave.).

Solicitor Miller asked if the Nissley/Spring Garden work came in under bid. Mr. Fabian confirmed that everything was well under budget. He agreed to provide him with a printout of the summary costs.

New salt shed

Mr. Fabian reported that he, along with Mr. Border and Mr. Washinger, reviewed some of the challenges with the existing site for the salt shed and started looking at alternatives, including parcels that the Township owns. Some are clearly not viable, such as the parcel on Fulling Mill Road which is in a floodplain. Other potential areas include Woodridge where the basketball court is, back by the park, and two locations here on the municipal complex. The question is whether the Township wants to find an alternative site for the salt shed or wants to work through the fill challenges and stability issues at the current site.

Commissioner DeHart stated the current site is a concrete pad with a pole building. He asked if the existing shed could be taken down and replaced with another pole building. Mr. Fabian explained there have been significant repairs that have been needed in that vicinity due to sinking and shifting. He stated that from his evaluations, some kind of rebuild is necessary. He also cautioned that the submission for the grant funding had a specific building shown. Any modification of that would probably require verification that the funding would still be approved.

Vice President Truntz stated his concern is this expense is getting over the \$1,000,000 mark quickly. He added that moving the shed to another location would be too tight with dump trucks hauling salt in and out and would be a burden to the neighbors. Commissioner DeHart added the present location does have some water issues. Mr. Border agreed that there is an issue with stormwater and erosion at the current site. Mr. Fabian stated that he would highly recommend improving drainage through there.

Mr. Washinger suggested a committee be formed to break down the strengths and weaknesses of each option discussed. Commissioner Paul agreed, and stated he would like to see more details regarding these alternatives.

EXECUTIVE SESSION REQUESTED:

President Wilt requested an executive session immediately upon conclusion of tonight's meeting for personnel reasons.

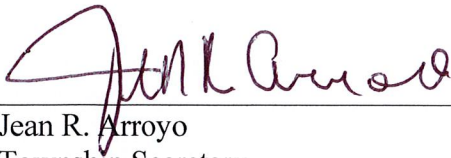
GOOD AND WELFARE:

The Commissioners thanked the public for their input and congratulated Sergeant Tingle on his appointment as Acting Chief.

ADJOURN AND CONVENE INTO EXECUTIVE SESSION:

Hearing no other comments, a motion was made by Vice President Truntz, seconded by Commissioner DeHart, 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 dark ink, appearing to read "Jean R. Arroyo", is written over a horizontal line.

Jean R. Arroyo
Township Secretary

PLEASE PRINT NAME CLEARLY
BOARD OF COMMISSIONERS
FEBRUARY 7, 2024 LEGISLATIVE MEETING (7:00 PM)

[illegible]