

**MINUTES**  
**LEGISLATIVE MEETING – JANUARY 20, 2021**

The January 20, 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 via Zoom.

All officials were in attendance through Zoom:

- Jon G. Wilt, President
- Todd F. Truntz, Vice President
- Michael J. Davies, Commissioner (not present at rollcall: arrived at 7:12 P.M.)
- Ronald J. Paul, Assistant Secretary
- Christopher DeHart, Commissioner
- Elizabeth McBride, Manager
- Jean R. Arroyo, Secretary
- Peter R. Henninger, Solicitor
- Domini Visconti, Chief of Police
- Shawn Fabian, HRG

Residents and visitors in attendance through Zoom: none

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 Vice President Truntz, seconded by Commissioner Paul, to approve the Minutes of the January 6, 2021 Workshop Meeting. The motion was unanimously approved.

PAYMENT OF BILLS:

A motion was made by Commissioner DeHart, seconded by Vice President Truntz, to approve the Payment of Bills – Warrant No. 2020-12. The motion was unanimously approved.

TREASURER'S REPORT:

A motion was made by Commissioner Paul, seconded by Commissioner DeHart, to approve the Treasurer's Report for December 2020. The motion was unanimously approved.

PUBLIC SAFETY REPORTS:

Police Department

*Activity Report for November 2020*

Chief Visconti provided a summary of the monthly statistics for December. There were 21 Part I crimes, 19 Part II crimes, 234 calls for service, 1 DUI arrest, 5 traffic citations, 4 non-traffic citations, and 9 warnings. There were 9 accidents, 5,815 patrol miles driven, and 160 foot patrol minutes.

*Quotes for security cameras*

Chief Visconti reported there had been prior discussion about the purchase of security cameras and intercom systems. He recommended the Board accept the quote for the purchase of ten security cameras at a cost of \$12,794.32 and two intercom systems at a cost of \$3,723.68. Commissioner DeHart informed the Board that he did speak to Chief Visconti last week to get an update on what was discussed at the last meeting. He concurred with the Board's remarks that that the \$9,000 proposal to include an intercom station at the public works building did not make any sense. Chief Visconti agreed that he is not recommending that quote. Commissioner DeHart added that he had personally contacted the sales representative to review the proposals. The intercom system will be two smaller systems separated out: one for upstairs (administrative offices) and one for downstairs (police department). He asked Ms. McBride if his understanding is correct that there will be stations in the sewer authority department and the codes department. Ms. McBride confirmed that is correct. Commissioner DeHart stated he forgot to ask the vendor if these are Costars' quotes. Chief Visconti confirmed the quotes are Costars. A motion was made by Commissioner DeHart, seconded by Vice President Truntz, to approve the purchase of ten security cameras at a cost of \$12,794.32 and two video intercom systems at a cost of \$3,723.68. The motion was unanimously approved.

Fire Department

Ms. McBride referenced Fire Chief Weikle's monthly report, which also provided totals for the year 2020. During the year, there were 469 total calls and 34 responders with an average

of 8 personnel per response. There were 54 fire incidents, 3 overpressure rupture/explosion/overheat – no fire, 72 Rescue and EMS incident, 27 hazardous condition incident, 17 service calls, 162 good intent calls, and 134 false alarms. Mutual aid was provided to Conoy Twp. (2), Derry Twp. (9), East Hanover Twp. (1), Fairview Twp. (1), Halifax Twp. (1), Harrisburg City (1), HIA (1), Highspire Borough (44), Hummelstown Borough (6), Londonderry Twp. (11), Middle Paxton Twp. (3), Middletown Borough (7), South Hanover Twp. (1), Steelton Borough (39), and Swatara Twp. (22).

#### ENGINEER'S REPORT:

Shawn Fabian, HRG, referenced his monthly report and provided updates.

Work on the Rosedale Manor Stormwater project continues. HRG is waiting on additional information from the contractor, Doli, to finalize work change directive (WCD) #1. Doli has also submitted four claims to incorporate changes to the plans to avoid utility conflicts. These are currently under review with HRG, and a recommendation will be made to Township staff and the Board once the review is complete. There were recently several on-site meetings with Suez and PPL. The Suez issue was able to be resolved this morning with a slight shift in the installation of the line. There is, however, an issue with one of PPL's service lines and one of the Township's cross pipe locations. This will require PPL to reroute around this pipe. Because they are within the Township right of way, they will have to move it at their cost. They estimate it will be 1 – 2 months to route this around. Mr. Fabian explained this is on the east side of Market Street Extended, east of Hanover Street. The work is not expected to impact the overall schedule for the project. Installation is currently working west on Market Street Extended from the park towards Mountainview Road.

Commissioner DeHart asked how the project is going overall. Mr. Fabian reported that he is pleased with the progress although there has been frustration during installation with unmarked utilities. There were also some minor complaints regarding cleanliness of the roads, signage, parking, etc. These were addressed with the contractor, and they have been responsive to making the public as inconvenienced as possible during this construction process. Commissioner Paul referenced the poor condition of Hanover Street, and stated it appears some of these roads will need to be totally reconstructed after construction. Mr. Fabian explained that as part of the pavement restoration, there are plans for certain areas to have total overlay from

curb to curb. There was also discussion with the contractor about some temporary stabilization methods since several of these locations are pretty rough. Commissioner Paul stated that when the project is complete, he hopes they are not looking at just an overlay on some of those roads. Mr. Fabian agreed this will be looked into to make sure everything is in an unacceptable condition before the contractor leaves.

An update was provided on the 2021 stormsewer replacement project which includes 217 Delmont Avenue, Scarlett Lane, and Spring Garden Drive in front of the caterer. Wetlands' delineation was completed for 217 Delmont, and there were no issues found. Survey is scheduled next, and Mr. Fabian has been working with Mr. Lanman in coordinating with the landowners to let them know about the surveying.

Commissioner DeHart referenced the pipeline work and asked the status of the comparison and restoration. Mr. Fabian responded that he has received all their preconstruction videos and has reviewed them. The videos are a bit rough in quality. The onus is on the pipeline company to prove that the Township's claims, after the review is made, are not their fault. Mr. Fabian added there is an issue where they were using a portion of Stoner Drive that was not bonded, and there are a number of alligator cracks running from Stoner Drive up to Oberlin Road that they will be completely responsible for. Mr. Fabian noted that he and Mr. Lanman have discussed the best approach to compare and evaluate these roads, and Mr. Lanman has asked that Scott Washinger be involved in that discussion. Mr. Fabian anticipated that HRG will have one of its staff do an evaluation of the present road conditions, determine where the trouble spots are, and then make a recommendation for repair. Commissioner DeHart asked that it be kept in mind that the pipeline brought heavy equipment into the Township. The bottom of North Union Street at Route 441 is falling apart. Mr. Fabian agreed that there is video of everywhere they hauled: Whitehouse, Rosedale, Stoner, North Union, Route 441, a portion of Greenfield, etc. There is a list of all the bonded roads and preconstruction videos for those roads.

#### SOLICITOR'S REPORT:

Solicitor Henninger stated that he had nothing to report at this time.

MANAGER'S REPORT:

Ms. McBride reported that about a week ago, Bill Leonard, who is the Township's liaison to SARAA, informed her that they are seeking an endorsement letter from the Township supporting their expansion of the cargo area. A motion was made by Commissioner Paul, seconded by Vice President Truntz, to write a letter of support endorsing HIA's expansion of its cargo area. The motion was unanimously approved.

Ms. McBride added that a letter was also received from the Tax Claim Bureau asking if the Township would consider waiving the interest on properties that have been liened. Last spring, the Board had voted to waive any penalties for the 2020 taxes. Now the Township is being asked to waive any interest for people that still have not paid. Ms. McBride added that she anticipates the Township will soon be receiving a similar request to waive penalties again for the 2021 taxes. The request for waiving interest on the 2020 taxes will appear later on this evening's agenda.

Also appearing later on the agenda is adoption of a Covid Policy. There are some areas of the draft policy which are very generous, such as the section which addresses what happens if an employee lives with someone who is covid positive. It provides that if an employee lives with someone who is covid positive, they will have a 14 day quarantine beginning the last day of this other person's quarantine. That means the employee could have a 24-day period at home. Ms. McBride stated that she will be recommending this policy be tabled and revisited at the next meeting in order for legal counsel to again review it. She explained there is a balancing act between providing for the safety of the other employees and recognizing that some people do need to quarantine. However, not all employees have that many sick days accumulated, especially some of the newer employees. Solicitor Henninger agreed it is also a balancing act with the changing CDC guidelines. Vice President Truntz explained his concern is that the Township has gone 8 – 9 months into this pandemic with no real policy in place. He asked if perhaps some portions of the policy can be adopted tonight, and some portions tabled. Ms. McBride commented that this is a great idea, and she will bring up the areas of concern when this item comes up later tonight for vote.

Ms. McBride requested an executive session for legal purposes immediately upon conclusion of this evening's meeting.

Future Meeting Dates:

President Wilt read aloud the list of future meeting dates:

|            |      |  |
|------------|------|--|
| January 25 | 7 PM | Municipal Authority Meeting            |
| January 26 | 2 PM | Civil Service Commission Meeting       |
| January 27 | 7 PM | <b>CANCELLED:</b> Zoning Hearing Board |
| January 28 | 7 PM | Planning Commission Meeting            |
| February 3 | 7 PM | Board of Commissioners' Workshop       |

COMMITTEE REPORTS:

Public Safety Committee: Commissioner Paul stated he is pleased to report that the Fire Department just implemented a covid policy. He added that it was probably easier to draft, since the Department does not have paid employees. Commissioner Paul stated that he realizes that Ms. McBride and the Public Works Department are already aware of this, but he is being questioned by the residents about the depression at the intersection of Spring Garden Drive and Nissley Drive which is believed to be a failed drainage pipe. He suggested that Mr. Lanman give a brief update at the next meeting of the timeline anticipated for the repair work. President Wilt added that he was also questioned about the issue on Spring Garden Drive near the catering business. Mr. Fabian stated that this section, where the barricade was placed, is part of the stormwater replacement project work referenced earlier in his report. Once survey is done, design can be finalized for replacement there.

Budget and Finance Committee: Commissioner Davies – no report

Public Works Committee: Vice President Truntz reported that the weather has been mild, allowing the Public Works to do some work in the parks.

Community Development: Commissioner DeHart reported that MARA is still debating on whether to hold a meeting, since not many programs can be offered with covid still an issue. He also referenced previous discussions regarding citizen concerns about the dangerous curve on Longview Drive, including a concern by one resident that had her shed hit by a car. At that time, the possibility of installing guard rail was mentioned. Ms. McBride reported that Mr. Lanman had looked into pricing for guard rail and found it to be quite expensive. Chief Visconti had agreed to increase police presence in that area. Chief Visconti added that he had also deployed the speed notification sign to this area on several occasions. Statistics were examined regarding the accidents that occurred in this area. There were several accidents on that entire length of road over a period of

a year or so, but it did not appear that they were concentrated in the general area where the shed was hit. Chief Visconti agreed there is a speeding problem here, since the area is so wide open. There is also the issue of the police vehicles having no real place to be obscure when monitoring the speeding. Commissioner DeHart asked Solicitor Henninger if there was ever a traffic study done to be able to legally enforce speed limits on this road. Solicitor Henninger stated there may have been one done many years ago, but he does not recall. Commissioner DeHart noted that he has brought this up before, but again questioned whether it would be worthwhile to do a study on Powderhorn, Longview and Strites to see if a four-way stop should be considered here to slow down the traffic. Commissioner Paul explained there is site clearance everywhere, so this would probably be difficult to justify. He added that from his past experience, he is not sure the motor vehicle code will allow it. Commissioner DeHart added there is also a problem with drivers at the intersection not realizing opposing traffic does not have a stop sign. He suggested the possibility of adding wording to the stop signs stating something such as “opposing traffic does not stop”. Ms. McBride agreed this is a good idea. Vice President Truntz asked about the possibility of putting a “dummy” car on Longview Drive to deter speeding. Chief Visconti stated that he has concerns about leaving a vehicle with expensive equipment out there unattended for an extended period of time. Also, most of the drivers traveling this road are regulars, and it will not take long for them to realize there is nobody in that car. He stated he feels the risks outweigh the benefits.

Personnel Committee: President Wilt – no report

UNFINISHED BUSINESS: None

NEW BUSINESS:

Application for Payment No. 2 for Rosedale Drainage Improvements Project

A motion was made by Vice President Truntz, seconded by Commissioner Paul, to approve Application for Payment No. 2, in the amount of \$365,323.50, to Doli Construction Corp. for the Rosedale Drainage Improvements Project. The motion was unanimously approved.

### Improvement Guarantee Release for J. Rowell

A motion was made by Commissioner Paul, seconded by Commissioner DeHart, to approve the Improvement Guarantee release for J. Rowell, 135 Cockley Road, File #SW2019-03, in the amount of \$14,891.00 leaving a balance of \$0 and closing out the project. The motion was unanimously approved.

### Adoption of Covid policy

Ms. McBride reported that she is hoping the Board will adopt a policy for those employees showing symptoms of covid. She suggested employees inform their supervisor and the Township Manager immediately, maintain social distancing and personal hygiene, and contact their doctor to determine whether they need to be tested or not. Because there are symptoms, they will be using approved time (sick/personal/vacation). The question is whether they should have a doctor's release to come back to work; Ms. McBride recommended that the Township require this for those employees who show symptoms. She asked if the Board is comfortable adopting this part of the policy tonight.

Solicitor Henninger stated the Township should have a written policy specifying what is required so that it can be distributed tomorrow. Commissioner DeHart added that as much as he hates delaying this, it must be done right. Vice President Truntz stated he wants to see a mask policy. He asked if there is a certain section in this draft that is preventing its adoption. Ms. McBride explained that she has concerns with page 4 "Quarantine Guidelines," question no. 5: "I live with someone with Covid-19 and cannot avoid continued close contact." The response is drafted as follows: "You should avoid contact with others outside the home while the person is sick, and quarantine for fourteen (14) days after the person who has Covid-19 meets the criteria to end home isolation." She stated this means an employee could be out for 24 days or more. Vice President Truntz asked if the Board could adopt this policy, with the exception of item 5 under "Quarantine Guidelines." Solicitor Henninger agreed this could be done, but added there are also some questions on Travel Guidance referencing a self-quarantine of 14 days, although he does believe this is still correct. He stated the Board can adopt this policy, and make any changes in the next two weeks. Commissioner Davies stated he has concerns about adopting an amended document. Vice President Truntz asked if the Board could adopt the policy and delegate to Ms. McBride the ability to modify it in accordance with CDC guidelines. Solicitor Henninger agreed this could be done.

Ms. McBride asked if the Township can state tonight that while in the Township Building or any of the township's buildings, masks must be worn and social distancing must be respected. President Wilt agreed that employees must absolutely wear masks in all Township areas and departments -- police, public works and administration. He added that this also applies to those who have already had the virus. Vice President Truntz added this requirement is certainly not unique to the Township.

A motion was made by Vice President Truntz, seconded by Commissioner Davies, to adopt the Lower Swatara Township Covid-19 Safety Policy, excepting/excluding question number 5 under "Quarantine Guidelines," and furthermore to give the Township Manager the authority to modify the policy as needed in accordance with CDC guidelines and other customary practices. The motion was unanimously approved.

Waiver of interest on delinquent taxes

Ms. McBride presented a request from the Dauphin County Tax Claim Bureau for a waiver of interest on delinquent taxes. Commissioner DeHart asked the status of collection in the Township. Ms. McBride responded that Lower Swatara's collections are good – in the 90% range as usual. Not much is being waived. Solicitor Henninger added that the County is also waiving this, and since the County collects the taxes, the Township would probably not want to make them more work. A motion was made by Commissioner Paul, seconded by Commissioner Davies, to approve a waiver of interest on delinquent taxes as requested by the Dauphin County Tax Claim Bureau in an effort to increase collections. The motion was unanimously approved.

FINAL COMMENTS:

Commissioner DeHart expressed hopes that everyone stays safe. He informed the Board that he will be away for the next meeting, but will participate through Zoom.

Commissioner Paul expressed hopes that with the events of today in Washington, everyone does what needs to be done to move forward.

Commissioner Davies gave a hats off to those in the Township who recovered from covid exposure and came back to work when they could. He added that he may not be in attendance of the February 17 meeting.

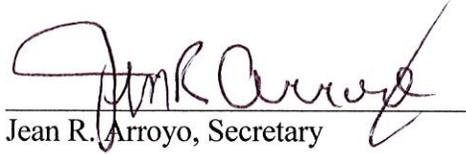
Vice President Truntz asked that everyone stay safe, be well, and Godspeed.

President Wilt thanked everyone for their participation and asked that everyone stay safe.

ADJOURN AND CONVENE INTO EXECUTIVE SESSION:

Hearing no other comments, a motion was made by Commissioner DeHart, seconded by Commissioner Paul, to adjourn the meeting and convene into executive session. The motion was unanimously approved, and the meeting adjourned at 7:59 P.M.

ATTEST:

  
Jean R. Arroyo, Secretary