

## MINUTES

### NON-LEGISLATIVE MEETING – SEPTEMBER 7, 2022

The September 7, 2022 Non-Legislative Meeting of the Lower Swatara Township Board of Commissioners was called to order at 7:38 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 (via Zoom)
- Jean R. Arroyo, Township Secretary
- Michael McAuliffe Miller, Eckert Seamans, Solicitor
- Shawn Fabian, HRG
- Scott Washinger, Director of Public Works
- Don Fure, Director of Codes and Planning
- Ronald Burkholder, Jr., Construction Code Official
- Dominic Visconti, Chief of Police

Residents and visitors in attendance: see attached sign-in sheet

#### AMENDMENT TO AGENDA:

Solicitor Miller recommended that prior to opening the floor for public comment, the Board move to amend the agenda in order to act on Amendment #1 to the 2020 Cooperative Agreement between Pennsylvania Fish and Boat Commission and Lower Swatara Township. Apparently, approval of this amendment is needed by tomorrow. This will provide an additional grant in an amount of up to \$66,533 for the Fulling Mill boat launch project; the original amount of the grant did not cover the costs of the project. Solicitor Miller suggested the agenda be amended and vote on this amendment then take place after item 6 on this evening's agenda.

A motion was made by Commissioner Davies, seconded by Commissioner Paul, to amend the agenda to include action on Amendment #1 to the Cooperative Agreement between Pennsylvania Fish and Boat Commission and Lower Swatara Township for an additional grant in the amount of up to \$66,533. The motion was unanimously approved.

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

PUBLIC COMMENT: None

APPROVAL OF MINUTES

A motion was made by Commissioner Paul, seconded by Commissioner Davies, to approve the Minutes of the August 17, 2022 Legislative Meeting. The motion was unanimously approved.

COMMITMENT LETTER TO VEOLIA FOR PENN PRESERVE HYDRANTS

Solicitor Miller stated that at its last meeting, the Board had tabled approval of a commitment letter to Veolia for Penn Preserve Hydrants in order to give the Fire Department an opportunity to review the plans. Mr. Fure confirmed that the Fire Department did review the plans, and Veolia agreed in writing to the request that one be switched to other side of road. A motion was made by Commissioner Paul, seconded by Commissioner DeHart, to approve the commitment letter to Veolia for Penn Preserve Hydrants. The motion was unanimously approved.

ELEVATION OF SCOTT WASHINGER TO DIRECTOR OF PUBLIC WORKS

A motion was made by Vice President Truntz, seconded by Commissioner Paul, to approve the elevation of Scott Washinger to the position of Director of Public Works, effective August 13, 2022. The motion was unanimously approved, and President Wilt congratulated Mr. Washinger.

“SHINING LIGHT ON JUVENILE DIABETES” USE OF MEMORIAL FIELD

The Board discussed a request by Michael Menear to hold a charity event “Shining Light on Juvenile Diabetes” at Memorial Field on Sunday, October 9. Commissioner Paul noted the Board had been provided information about this request, and staff had also made contact with Mr. Menear. The only issue is that the Board and staff do need to know beforehand when these events are scheduled. Solicitor Miller stated this request does meet the required parameters in the ordinance for issuance of a permit for such an event. He recommended approval. A motion was made by Commissioner Paul, seconded by Commissioner DeHart, to approve the request by Michael Menear to hold a charity event “Shining Light on Juvenile Diabetes” at Memorial Field on Sunday, October 9. The motion was unanimously approved.



## AMENDMENT #1 TO COOPERATIVE AGREEMENT W/PA FISH & BOAT COMMISSION

Solicitor Miller stated that as approved at the beginning of this evening's meeting, now is the appropriate time to act on the amendment to the agenda. A motion was made by Commissioner Davies, seconded by Commissioner Paul, to approve Amendment #1 to the Cooperative Agreement between Pennsylvania Fish and Boat Commission and Lower Swatara Township for an additional grant in an amount of up to \$66,533. The motion was unanimously approved.

## DEPARTMENT REPORTS:

### *Planning and Zoning/Codes Department:*

Mr. Fure reported that active projects include UPS (temporary use and occupancy issued for phase 1 and all outbuildings), Fiddler's Elbow Warehouse at 2070 N. Union which just signed a lease with a tenant this week, 250 Fulling Mill Road (final inspection next Thursday), N. Union St. Pump Station (there will be a slight delay due to the fact that the transformer is on backorder), and Stoneridge Lot 5 (roof/steel being set).

The Zoning Hearing Board will meet on September 28 for the proposed Wawa. The Planning Commission will meet on September 22 to discuss the Union Knoll resubmission by Triple Crown Development.

Statistics for the month include 8 commercial permits, 10 residential permits, 7 zoning permits, 2 street cut permits, and 3 sewer permits.

Two applications were received for the vacant zoning position, but neither had the background the Township is looking for. Commissioner Davies asked if the search will continue. Mr. Fure agreed it will be re-evaluated and the search will continue. Unfortunately, there are other municipalities as well as engineering firms hiring right now, so competition is tough.

### *Public Works Department:*

Mr. Washinger thanked the Board for approving his elevation to Director. He then updated the Board on the fuel tanks. The tanks are finally at the point now where the sludge can be removed, and they can then be placed out of service in preparation for the decommissioning of the station in full. Bids to fill the tanks with flow fill without removing the wall and removing the tanks by the excavation process are coming in at around \$40,000.

The Board will recall that the elevator had to be placed out of service when the digital phones were installed. The new equipment to receive digital signals was placed in service.

Recently, there have been some issues with the Wi-Fi signal that receives the signal into the fire alarm box. If the signal is lost due to a weak signal, then an alarm will go off and the system goes into a trouble mode. The location of the fire alarm box is in the basement at the back door entrance of the police headquarters. If it continues to be problematic, a small antenna will be placed outside the building to receive the signal.

The fall baseball season will be starting. Cross Field was repaired along the third base line and Diamond-Tex was added. All the fields are relined with new paint. One set of lights on one pole was repaired; there were a total of five lights on that pole that were out. There are four remaining lights not in service yet. These were also out last year, and Jason Wagner of the Athletic Association was comfortable with that. Mr. Washinger noted that he has been receiving some calls about these four lights being out, and he is looking into getting those changed out at the most inexpensive option. Commissioner Paul asked who is calling about the lights. Mr. Washinger responded he does not know if these callers are with the Athletic Association or are outside callers. He has been forwarding them to Jason Wagner to keep him in the loop. Commissioner Davies asked how the Public Works handles the fields when individuals are utilizing them for fund raisers. Mr. Washinger responded that if it is a large event, he does send employees out to empty the trash. He noted there was just a large event at Memorial that generated a lot of trash. Unfortunately, the Township had not been notified of this event. Vice President Truntz remarked that apparently the individual who sat up that event happened to be a LSTAA coach, although the LSTAA did not have anything to do with the event. Mr. Wagner had made it clear to this coach that he needed approval from the Township, but this did not happen. Vice President Truntz stated he understands that there were also several food trucks there. Mr. Washinger added there was concern about these food trucks parking on the grass. Vice President Truntz remarked that whenever there is a large concentration of people in an area, it is important for the Township to be aware of this. In addition, this can cause issues for individuals who have already reserved the pavilion at the park.

Mr. Washinger reported that three more inlets were replaced in Old Reliance. A thirty-foot storm pipe was replaced on Hamilton Drive between Hartford Drive and Keystone Drive and has been sealed in with new asphalt.

*MS4/Stormwater Department:*

Mr. Davis reminded the Board that last month, the Township sent an acceptance letter to apply for a DBIB-G loan. Since then, he and Ms. McClain participated in a Zoom meeting with the



County and its legal team to work out the next steps of the process which will apparently involve a series of resolutions and agreements that will need to be signed by both the Board of Commissioners and the Municipal Authority. Mr. Davis explained these documents are still being drafted by the County. When obtained, they will be submitted to the solicitors and then hopefully presented for approval at the legislative meeting. Solicitor Miiler requested that if any future meetings are held with the County and its solicitor, he be notified in order for Brett Flower from his office to attend as well. Mr. Davis agreed to do so.

Mr. Davis also referenced a Contribution Agreement related to the other large stormwater project in which the Township is partnering with PennDOT and the Turnpike. This is an agreement that PennDOT has sent over. Approval will be sought at the legislative meeting. Brett Flower of Eckert and Seamans had reviewed the agreement and had no issues with it. Vice President Truntz expressed concern with the indemnification section. Mr. Davis agreed he had questioned that, and the response from PennDOT was that it is pretty standard wording. He agreed to pursue this with the solicitor.

Mr. Davis informed the Board that he recently became certified as a floodplain manager as part of the National Flood Insurance Program. This certification provides key networking and training for better management of the Township's waterways, and it may also provide opportunities to provide cost-savings for certain residents within the Township.

#### MANAGER'S REPORT:

Commissioner Paul asked about the status of the final signed WREP Agreement. Solicitor Miller explained that they are still drafting the ordinances.

There was recently a request from a resident for hidden driveway signs on Fiddlers Elbow Road; this will be on the legislative agenda.

Commissioner Paul reported that he and President Wilt had conducted interviews for public works laborers, with the goal of hiring two. Offers will be made to the two candidates, with formal action appearing on the September 21 legislative agenda after the required paperwork is completed. President Wilt agreed the two candidates seem to be a very good fit.

The Code Department is seeking more volunteers for the Meals on Wheels delivery. Commissioner Paul asked that everyone put the word out. Commissioner Davies noted it may be worthwhile to put this on the website.

Commissioner Paul stated his understanding that the roadwork on Longview Drive will involve a detour through Old Reliance for about two days.

The Fire Department has invited the Commissioners to its Open House on October 13.

#### ENGINEER'S REPORT:

Mr. Fabian updated the Board on the 2021 Drainage Improvements Project, and anticipated work will soon begin on 217 Delmont. Mr. Davis has been requested to make some of the landowner notifications ahead of that construction activity. A preconstruction meeting was held with the contractor for the 2022 Paving Project. They expect to start the Longview Drive paving tomorrow and are considering leaving one lane of traffic open as opposed to the full detour referenced by Commissioner Paul. Mr. Fabian noted he has been working with Mr. Washinger to make the school and emergency services aware of this impact to traffic. The substantial completion for this paving project is October 28, so there will be significant activity over the next month and a half. Updates will be provided at the legislative meeting

The permit submission was completed for Bryn Gweled and sent to Mr. Washinger for staff review. A follow-up meeting was held with Veolia to confirm their water line replacement timeline for the project and commitment to replacement of the line. There are three conflicts that need to be resolved.

All of the signed contract information and bonding was received for the Fulling Mill Road boat launch facility and will be forwarded to the Solicitor for review in anticipation of placing Contract Award and Notice to Proceed on the legislative agenda.

In response to a question from Commissioner DeHart, Mr. Fabian explained that he and Mr. Washinger had evaluated an issue on Cockley Road. There is a small failure forming just off the culvert that was installed there, right around where the old water line passes under. Details will be forthcoming as the investigation continues.

#### EXECUTIVE SESSION REQUESTED

President Wilt requested an executive session immediately upon conclusion of this evening's meeting.



GOOD AND WELFARE:

Commissioner DeHart congratulation Mr. Washinger on his promotion to Director.

Commissioner Davies also congratulated Mr. Washinger and thanked the Municipal Authority members for their attendance and input. He added that a meeting of the pension boards needs to be scheduled soon to discuss the health of the pension funds. Three dates were offered by PFM: September 16, September 22, and September 23. President Wilt suggested that since Tim Noll is a vital member of the pension boards, staff work around his schedule. Commissioner Davies agreed and noted he will work on finalizing the date.

Commissioner Paul reminded the Board that budget season is quickly approaching.

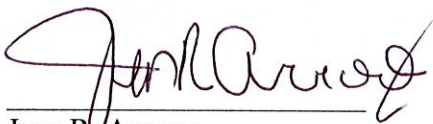
Vice President Truntz congratulated Mr. Washinger and added he appreciates his patience and hard work.

President Wilt also congratulated Mr. Washinger on his new position.

ADJOURN AND CONVENE INTO EXECUTIVE SESSION:

Hearing no other comments, a motion was made by Vice President Truntz, seconded by Commissioner Paul, to adjourn the meeting and convene into executive session. The motion was unanimously approved, and the meeting adjourned at 8:14 P.M.

ATTEST:



Jean R. Arroyo  
Township Secretary

**PLEASE PRINT NAME CLEARLY**  
**SEPTEMBER 7, 2022 SPECIAL JOINT MEETING OF BOARD OF**  
**COMMISSIONERS AND MUNICIPAL AUTHORITY AT 7:00 P.M.**  
**IMMEDIATELY FOLLOWED BY BOARD OF COMMISSIONERS'**  
**WORKSHOP MEETING**

[illegible]