

MINUTES

NON-LEGISLATIVE MEETING: MARCH 6, 2024

The March 6, 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

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

ANNOUNCEMENT OF EXECUTIVE SESSION:

Solicitor Miller announced that the Board had met in executive session last evening for personnel reason.

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

PUBLIC COMMENT:

McNaughton Properties – Fulling Mills

Joel McNaughton, McNaughton Properties, L.P., stated that in the last several weeks, he had submitted to the Township an Application for Amendment to the Lower Swatara Township Zoning Map relative to the Williams' property. The request is for 235.28 acres of land situated off of Fulling Mill Road, north of Route 283 and south of Oberlin Road, to be rezoned to Residential Suburban and Residential Urban. Mr. McNaughton requested that the Board forward this application to both the Lower Swatara Township Planning Commission and the Dauphin County Planning Commission for further review and consideration.

Vice President Truntz stated he understands there are no apartments or townhouses planned. There are duplexes shown by the Little Hollywood area and across from Kunkel. Mr. McNaughton explained that Lumber Street from the south, they are proposing to extend north to Oberlin Road. Everything east of Lumber Street will be large 20,000 sq. ft. single family, detached lots. West of Lumber Street, there will be some 10,000 sq. ft. lots, some duplexes and what they refer to as “villa units”. These are single family, stand-alone, detached homes, typically marketed towards an age-directed buyer but not actually age restricted. They are generally one or one and a half story, no basement homes with two car garages. An association would provide for all of their maintenance.

Commissioner Davies asked if the section closest to Oberlin Road, marked as fourteen units, is part of the rezoning that would be Residential-Urban. Mr. McNaughton confirmed that is correct.

Mr. McNaughton asked the Board if it intends to act on his request to forward this to the Planning Commissions. Mr. Border explained formal action will be placed on the March 20 legislative agenda.

APPROVAL OF MINUTES

A motion was made by Commissioner Davies, seconded by Commissioner DeHart, to approve the Minutes of the February 21, 2024 Legislative Meeting. The motion was unanimously approved.

TIME EXTENSION FOR MASD NEW K-3 ELEMENTARY

A motion was made by Commissioner Davies, seconded by Commissioner DeHart, to approve the written request for a Time Extension for MASD New K-3 Elementary (PC#2023-01). The written request for the Time Extension will extend the deadline to act until April 26, 2024. The motion was unanimously approved.

TIME EXTENSION FOR TOC OBERLIN SUBDIVISION

A motion was made by Vice President Truntz, seconded by Commissioner DeHart, to approve a written request for Indefinite Time Extension for TOC Oberlin Subdivision

(PC#2023-09). The written request for the Time Extension will extend the deadline to act indefinitely. The motion was unanimously approved.

DEPARTMENT REPORTS:

Planning and Zoning/Codes:

Mr. Fure reported that active projects include 900 Rosedale – Kinsley Warehouse, Dunkin Donuts, Wawa, Capital Valley Business Park Lot 3 & Lot 4, Catherine Hershey School, Illuminated Integration, and Penn Preserve.

The Zoning Hearing Board met on February 28 and approved a sign variance for Dunkin Donuts and a fence variance for 1140 Strites Road. A use variance for rental units in a barn for 1810 Oberlin Road will be heard by the Zoning Hearing Board on March 27.

The Planning Commission will be meeting on March 21. On this agenda will be Resubmission #3 for the MASD New K-3 Elementary. Mr. Fure noted the School District is proposing to bring Greenfield out onto the old Twin Dell curve. He asked the Board to look at this plan and provide input over the next few weeks. The rationale for this, when looking at the curvature in the road, is to keep drivers from coming down Greenfield to access the school. When leaving the school, drivers won't be able to go north on Greenfield but will have to exit at the curve. It will impact those wanting to access the park ; they will have to come down the northside of Greenfield. Commissioner DeHart commented that drivers already do this. The only drawback will be that tournaments often use the School District property for additional parking. Commissioner Paul added this is all subject to PennDOT's approval. Mr. Fure agreed that is correct. Right now, the School District is looking for Board feedback before they go to the next step of re-doing the traffic study and going to PennDOT. Commissioner Paul asked everyone to keep in mind that they still envision using the Township park entrance as an emergency access. Mr. Fure added that this plan will also generate a few other items that will need to be discussed by the Planning Commission, including a waiver of sidewalk which was already granted to the previous developer of Greenfield. Commissioner Paul commented that the residents in Greenfield seemed to imply they do want sidewalks.

The legal agreement for the Final Land Development Plan for Union Knoll was worked out, and this plan will be before the Board soon for formal approval. The TOC Oberlin Subdivision remains tabled by the plan designer; resubmission is pending. Initial submission was received for

the Steelton Terminal and is under review for the March 21 Planning Commission agenda. These are three warehouses that are in three different municipalities, so a joint agreement is being worked out with Swatara Township and Steelton Borough. Commissioner Paul asked the location of this plan. Mr. Fure explained it is behind the Dauphin Highlands Golf Course and Penn Harris Gun Club. One warehouse will be in three municipalities. Commissioner Paul asked where the sewage would come from. Mr. Fure stated that sewage, as well as water and electricity, is proposed to go through Steelton. Commissioner Davies asked if this use is permitted under the present zoning. Mr. Fure responded that he believes it is the Manufacturing-Limited District and it is permitted in this district. He added that they will need to put some water tanks in for fire suppression since the pressure won't be sufficient. Traffic will come out onto Quarry Road at the base of Dauphin Highlands and then out to Eisenhower, so HRG's team is working with representatives of Swatara Township for the traffic study. Solicitor Miller stated that fortunately, with Mr. Fure's help, Eckert Seaman's can provide representation to both Lower Swatara and Steelton so there are not three different entities butting heads. Mr. Fure explained that a proposal was put together for them for land development and for building inspections. He added that he would like to see the plan phased. However, they did not phase the plan and are asking for a waiver of the Preliminary Plan.

The sketch plan for Brook Meadow Farms, the old Penn Ridge horse farm, was received and is under review. The plan is to develop three new single-family lots, a slaughterhouse, and retail sales for what is grown and raised on the farm. They are proposing to bring sewage up from their property to Ebenezer Road. President Wilt asked if this property is zoned appropriately for a slaughterhouse. Mr. Fure confirmed that it is and is permitted under the state's Right to Farm Act. The property is currently regulated by the USDA and would then also be regulated by the Department of Agriculture and inspected on a regular basis. Vice President Truntz asked what will be processed here. Mr. Fure explained that it will primarily be goats.

As presented earlier, McNaughton Homes has submitted an application for an amendment to the Zoning Ordinance. This will be presented to the Planning Commission at its April meeting if the Board officially approves this action at its March legislative meeting.

Commissioner DeHart asked when Veolia plans to start the waterline work on North Union Street. Mr. Fure responded that a meeting was recently held with them, and they indicated it would be towards the end of this month. Mr. Border added that there is a preconstruction meeting Friday to discuss details. Commissioner DeHart stated he has concerns about talks regarding blocking the

roadway off. Mr. Border explained that it will be closed during the day but won't be a continuous closure. Commissioner DeHart stated that there are still services that need to be maintained, such as trash collection. Mr. Border explained that they will let these services enter. Commissioner DeHart suggested this be put in writing since the water company has proven that it doesn't always cooperate with what is asked of them. Spring Garden Drive is a good example of this. Mr. Border added that Mr. Washinger had requested the detour plan and these conversations have been started. Mr. Fure added that discussions with the contractor, DK Services, indicated it would be closed roughly 7 AM to 5 PM. When North Union is done, this process will be used on Oberlin Road. When they get to the portion of Oberlin Road where the gas lines are located, they will propose to PennDOT that it be shut down due to safety requirements. Mr. Washinger noted that Oberlin Road won't be started until after the school season starts in September. Commissioner DeHart stated the Board would be appreciative of keeping the roads open as much as possible to prevent issues with mail delivery, trash collection, etc. Mr. Washinger agreed that he will keep on top of this as much as possible. Mr. Fure added that a request was made to Veolia to provide information to share on the website and social media. Commissioner DeHart asked that the Township be proactive and try to work with them ahead of time to prevent issues. Vice President Truntz agreed that advance communication to residents about this work is essential. Mr. Border stated that a request was made that signage be put up regarding the work at least two weeks prior to its starting. Again, this will be shared on the website and on social media.

Commissioner Davies asked the location of the Union Knoll project. Mr. Fure responded this is directly north of the High School on the open field. Commissioner Davies also inquired about the TOC Oberlin Subdivision. Mr. Fure explained this is the Twelve Oaks Center at 1801 Oberlin Road. President Wilt noted that this is the old MTA Trucking School. Mr. Fure explained that one of the owners of the property is building his home here and is putting a single-family lot here.

Dale Messick, Greenfield Drive, stated that he did get a print of the School District's proposed access road but has not yet officially met with the District regarding this access road which comes up onto his property. He expressed some concerns with the layout, and stated he feels it should be more of a crossroad concept rather than a big sweeping semi-circle that they have designed.

Public Works

Mr. Washinger reported that tree limbs, dead trees and leaves were removed in the parks in preparation for baseball season which is starting April 1. LED lighting fixtures were installed in the Police Department, and the heater in the front lobby of the Department was replaced. Carpeting will be installed next.

A meeting was recently held with another security system company, and they installed a temporary demonstration set up for cameras for review and analysis. Another 200 ton of salt has been ordered. Initial work has begun for the new air conditioning/heating system and to remove the old system through the rafters including reinforcing the ceiling to maintain proper structure.

Work in the administrative offices – carpeting and painting – is complete.

MS4/Stormwater

Mr. Davis updated the Board on the WREP. Municipalities who have decided to participate in WREP include Lower Swatara, East Hanover, Hummelsown, Londonderry, Lower Paxton, Middletown, Penbrook, Royalton, South Hanover, and West Hanover. Swatara will most likely participate, although they have not sent their notification letter yet. Mr. Davis stated the good news is that they are all grouped around Lower Swatara and share at least one watershed with the Township. This look promising for the next cycle when the Township does a PRP project as a group effort. The next membership meeting has not been scheduled yet.

MANAGER'S REPORT:

Enterprise

Mr. Border called the Board's attention to a Fleet Synopsis from Enterprise. Staff had met with Enterprise to look at their leasing program which could help the Township keep its vehicles up to date. The Township has some older trucks, and it would be beneficial to get on a schedule to update vehicles. Mr. Border stated that presently the Township retains its vehicles until there is little or no value left in them. This program would help keep the value of them which could then be rolled into the next lease. He asked the Board's feeling on this.

Commissioner DeHart stated he is not in favor of this leasing; by the time the vehicle is traded back in, the Township would not get much for it. Commissioner Davies stated it is probably difficult to project, but he would like to see a breakdown of what average costs are now versus what average costs would be under this program. Mr. Border agreed to provide this information.

Commissioner DeHart asked who would do the repairs on these leased vehicles. Mr. Border explained that they can be done either in-house or sent to one of their locations. Commissioner Paul suggested the first step should be to inventory the present fleet. Vice President Truntz suggested no decisions be made regarding the police vehicles until a new chief is hired, as that person should be involved in the decision. He stated he is very concerned about the truck fleet, especially since one truck is 30 years old and cannot be used. The Township needs a program to upgrade that fleet as quickly as possible. Commissioner DeHart stated this can be accomplished through a long-range plan. In response to a question from Vice President Truntz, Mr. Washinger stated there are at least four trucks that are 20 years old. Commissioner Paul stated his concern is that he is on the Budget Committee, and this information was not shared during budget preparation. Mr. Washinger explained this came up because some of these vehicles simply cannot be repaired and/or parts are not made for them anymore. Commissioner DeHart suggested management come up with a 10-year plan. Commissioner Davies suggested the inventory, when prepared, also estimate the actual usable life. Vice President Truntz stated he feels the Township must quickly come up with an aggressive plan to replace these aged vehicles or risk being in a bad position.

Bond

Mr. Border reported that at the last Municipal Authority meeting, there was discussion about the possibility of a bond for some stormwater and sanitary projects. These would include Lumber Street which would be the match for the grant received, Capital Campus, and possibly payment for the upgrade at the Highspire Plant (the 65% the Township is responsible for which is around 2.1 million). Stormwater projects such as additional camering and lining are also being considered. The total bond would be around 10 million dollars.

Commissioner DeHart questioned the cameras and how often this needs to be done. He asked if the Township could do this itself. Mr. Border explained this would need to be contracted out, since the Township does not have the personnel or equipment to do this type of televising. He noted the best way to figure out what is going on under the ground is to be proactive and televise. Commissioner Davies asked if the cost for this includes analysis of the footage as it is televised. Mr. Fabian confirmed that it does. Commissioner DeHart recalled the original project for Highspire was \$3,000,000 and questioned if the Township has the money for that 65% budgeted. Mr. Border stated he will need to look into this.

Commissioner Davies observed the chart for these purchases shows a consolidation of previous debt as well. Mr. Border explained there is about \$500,000 on the 2018 bond that has not been spent. These proceeds will be used towards some of the projects. Commissioner Davies stated the bottom-line number is shown at \$9,000,000. Mr. Border explained the total for the sanitary projects would be decreased if the \$1,000,000 grant is received for Capital Campus. Mr. Border added that Lou Verdelli anticipates being before the Board next month to answer more of the technical questions on this bond.

STMP

Mr. Border stated he had briefly discussed the STMP (Strategic Planning Management Program) several months ago. The Township participated in this several years ago, had a study done, and received funding towards new computers and financial software. Mr. Border stated there is funding available now. The Township has two old servers that need to be replaced by the end of this year. These STMP funds could help fund this purchase. Commissioner DeHart asked the cost of the servers. Mr. Border responded that he has a meeting Friday with Intermix to discuss pricing. He added that last time the Township participated in this, it was a two-phase study. The first phase used the PA Economic League; that project was \$90,000 and DCIB paid \$50,000 of that. The next phase involved implementation of the Caselle software and the purchase of new computers for most of the staff; that cost was \$218,000 and DCIB paid \$144,000. Commissioner Paul asked the cost of the initial study. Mr. Border explained that RFPs are put out for this. The Board agreed to place authorization to issue the RFPs on the March legislative agenda for formal approval.

Access Control

Mr. Border reported that staff has received four quotes for a new access control system to replace the one in the Township Building and add one in the Public Works garage. These are all Costars quotes, and the lowest quote is from Alwine Security. Commissioner DeHart asked if these systems are programable. Mr. Border confirmed that they are and are an improvement over the old system. Ms. Arroyo must program the doors weekly; this cloud-based system can be programmed for a year in advance. Commissioner Paul asked if this purchase needs to be made immediately or can perhaps be included in the STMP funding. Mr. Border agreed that is a very good idea and stated he will discuss this with DCED. Commissioner Davies recommended the purchase be made this year so it can come out of the 2024 budget.

Vice President Truntz stated that on the subject of access, he was talking to a staff member who expressed concern regarding limited access to other offices upstairs. This can create a problem when staff members are out and access to their offices are needed to serve the public. Obviously, there are some areas that will still need to remain restricted. Mr. Border agreed that access to some areas can be broadened. Commissioner DeHart stated the key factor is that access is still tracked, so it is easy to see who enters a particular office.

ENGINEER'S REPORT:

Mr. Fabian reported that the contractor for the Bryn Gweled Infrastructure Replacement project should be mobilizing to the site within the next three weeks to complete the wearing course pavement.

A site meeting was held today regarding the Rosedale Avenue Culvert Replacement Emergency Project. Rain caused some delays, but the contractor did get the endwall, pipe, and headwall set. The next step will be curbing, followed by sidewalk and pavement. Guiderail is scheduled for March 28, so this will probably be the opening date. Instead of patch paving to reopen and then close back down for final pavement, it was decided to wait until all this work is completed to reopen the road.

The punch list for the 2024 Hanover St./Meade Ave. Stormsewer Outfall Repairs Project includes some minor stabilization items which should be completed shortly. This project can then be closed-out.

Several requests were received for information for the Richard L. Shireman Park Design and Permitting, and two addendums were processed. The bid opening is scheduled for March 13 at 10:00 A.M.

All the final signed contracts have been received from the contractor for the 2023 Drainage Improvements Project (Nissley & Spring Garden, Woodridge Basin Tie-In Off of Spring Garden). After review by the Solicitor and signature by the Municipal Authority, a pre-construction meeting will be scheduled.

Bid opening for the Fiddler's Elbow Box Culvert Replacement was held this morning. There were nine total bidders, and the lowest responsive bidder appears to be Ankiewicz with a bid of \$599,096. HRG's opinion of probable cost of the project was estimated at \$612,000. Bids are presently being reviewed.

The contract for the Hazard Mitigation Grant Program (home buyout through FEMA) was received from PEMA and executed. The Township is now awaiting the final award. In the meantime, HRG is preparing the scope of work for the grant support. This should be before the Board at the March legislative meeting.

Mr. Fabian reported that he, along with Mr. Border and Mr. Washinger, met with Keystone Concrete to review the alternative site for the new salt shed and to discuss the building layout and design. The old survey of the Township building was scanned-in to utilize for a preliminary grading plan to determine the opinion of cost for the site improvements.

Commissioner Davies asked the status of the Whitehouse Lane – Weight Restriction Study. Mr. Fabian responded that while it is in motion, he has not obtained a solid schedule yet from HRG's transportation staff.

President Wilt asked if the best site for the new salt shed appears to be here on the Township Building complex. Mr. Fabian agreed it does. It will fit back behind the garage, on the south side of the parcel. It is already padded-off and access would be through the existing parking lot. There is enough room for a truck turnaround. A sketch plan will be prepared to verify things, but everything on the preliminary side looks favorable. Vice President Truntz asked if the pavement is sufficient. Mr. Fabian explained that it will be worthwhile looking at how the trucks are going to come in and then evaluate a possible upgrade to that pavement.

Commissioner Davies asked if the Township has any arrangement for the cleaning of its trucks after hauling substances like salt. Mr. Washinger responded that the trucks are washed in the back bay and there is a holding tank that is drained out.

GOOD AND WELFARE:

Commissioner DeHart reminded everyone that there will be an auto show in Old Reliance on June 22. More information will be forthcoming.

President Wilt stated he had attended a pre-construction ceremony at the Catherine Hershey School today; it was a very nice event.

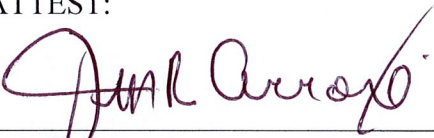
EXECUTIVE SESSION REQUESTED:

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

ADJOURN AND CONVENE INTO EXECUTIVE SESSION:

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

ATTEST:



Jean R. Arroyo
Township Secretary

PLEASE **PRINT** NAME CLEARLY
BOARD OF COMMISSIONERS

MARCH 6, 2024 WORKSHOP MEETING (7:00 PM)

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