

## MINUTES

### APRIL 2, 2014 WORKSHOP MEETING

#### LOWER SWATARA TOWNSHIP BOARD OF COMMISSIONERS

The April 2, 2014 Workshop Meeting of the Lower Swatara Township Board of Commissioners was called to order at 7:08 P.M. by President Thomas L. Mehaffie III.

The following officials were in attendance:

- Thomas L. Mehaffie III, President
- Jon G. Wilt, Vice President
- Laddie J. Springer, Secretary
- Michael J. Davies, Commissioner
- Dominic D. DiFrancesco II, Commissioner
- Samuel Monticello, Township Manager
- Peter R. Henninger, Solicitor
- Erin Letavic, HRG, Township Engineer
- Richard D. Brandt, Police Chief
- Jeffrey D. Sipe, Acting Public Works Superintendent
- Jean R. Arroyo, Recording Secretary

Residents and visitors in attendance:

PLEASE SEE ATTACHED SIGN-IN SHEET

President Mehaffie welcomed the visitors to the meeting and opened the floor for public comment.

#### PUBLIC COMMENTS:

Chris Corrigan, representing the Borough of Middletown, stated that last year, the Borough reinstated a local government day for students at the Middletown Area High School. The Borough had a nice program for the students during the day, and then held a mock meeting for them in the evening. Since many of the students who participated were also from the Township, it was thought that it would be a great idea to look into doing this program cooperatively. Mr. Corrigan explained that he is here tonight to ask the Board's blessing to work with the Township staff on putting together a more comprehensive program this year that would

give the students a taste of the differences between Borough government and Township government.

In response to a question from President Mehaffie, Mr. Corrigan stated that they plan to hold the program on April 21, which is the Borough's scheduled meeting date. President Mehaffie asked how the Board can assist. Mr. Corrigan suggested that perhaps a Commissioner or staff member could participate in the event. Commissioner DiFrancesco stated that he has not been on the Board for many years, but recalled that the Township used to hold its own student local government day. Mr. Corrigan explained his understanding is that student interest in the program seemed to drop off for many years, but has been revamped by a faculty member who is very active in the program. Solicitor Henninger stated that he likes the idea of coordination between the Borough and Township. President Mehaffie asked Mr. Corrigan to work with Mr. Monticello in putting something together with the hopes of getting the program back on track.

#### PRESENTATION: CAPITAL VALLEY BUSINESS PARK:

David Koladich, LSC Design, presented plans for the Capital Valley Business Park. This is a 38-acre tract located at the corner of Fulling Mill Road and Oberlin Road (Route 441) and is zoned IPL (Industrial Park Limited). The park originated from a previous land development plan filed with the Township around 2001. The plan proposed four building pads. To date, only one building, Building A, has been constructed. This proposed project entails developing the pad ready area known as Building C with an 18,000 square foot flex building of which 7,000 square feet will be utilized as medical office space and the other 11,000 square feet used as warehouse space. The project proposes 125 parking spaces and several loading/unloading areas. Stormwater runoff will be directed to two existing basins and one new basin, which will meet the Township and DEP requirements for rate and volume control. As part of this project, two waivers are being requested. One is for the waiver of the preliminary plan procedures, and the other is for the waiver of sidewalk along Kreider Drive. There will also be three variances sought. These will be before the Zoning Hearing Board next Wednesday.

President Mehaffie inquired as to the user of the first building on this site. Mr. Koladich recalled that the one that comes to mind is Scott's Lawn Care. He confirmed that the appearance of this second building will be very similar.

Solicitor Henninger noted that this plan was before the Planning Commission last week. During the meeting, there were comments made about the height of the awning. Chief DeHart had some concerns about the ability for a fire truck to get underneath it. There was also concern with the lighting due to circumstances a few years back with other buildings off Kreider Lane polluting the Old Reliance Farms area. Mr. Koladich agreed that these two concerns will be addressed. Solicitor Henninger also suggested Mr. Koladich expand upon the three variances requested. Mr. Koladich explained that two of these variances are tied together. The first variance is for the wider driveway in the sense of having the curb radii entirely within the street right of way. The second and third pertain to the bay of parking. Per zoning ordinance, it is required that that they have a 30' landscape buffer/setback. This cannot be projected into, and cannot have parking in it. The variance request seeks to project parking in the perimeter front yard and provides a smaller front perimeter setback with denser plants.

Ms. Letavic explained that HRG has reviewed the plan but not worked through all the comments. They are waiting for the decision of the Zoning Hearing Board, because there could be some significant changes required to the plan if the front yard variance is not approved. The parking would have to be relocated or the building reduced in some fashion.

In response to a question from Commissioner Davies, Mr. Koladich showed the location of the retaining walls for the plan.

The Board thanked Mr. Koladich for the presentation.

#### DEPARTMENT REPORTS:

Fire Department – Fire Chief Chris DeHart – stated that he has brought the new rescue truck along tonight for the Board to look at. Since it is not equipped yet, he will bring it back again in two to three months to show the Board how it looks when fully equipped. Upcoming fundraisers include a Turkey Dinner on April 13 and the Sunday Summer Breakfast Series which begins on April 27 (the fourth Sundays of the month from 7:00 AM. to 11:00 A.M.)

Police Department – Chief Brandt – reviewed the monthly report statistics and noted that it was a pretty good month, with 1045 calls handled and 253 traffic citations issued. Both numbers are significant. He then provided an update on two police vehicles which were involved in two separate accidents. The vehicle which was totaled as a result of a pursuit has already been replaced. The Department is now waiting for the equipment installer to remove the equipment

from the totaled vehicle and reinstall it in the new one. Chief Brandt added that he is still waiting to hear from the insurance company regarding the status of the Crown Victoria which was in an accident on Route 283. It appears that this vehicle may be repairable, which is good news. The Police Department has also ordered two new vehicles this year. One of these vehicles should be delivered this week or next, and the other vehicle should arrive shortly thereafter. Again, both vehicles will need to have the equipment installation completed before use.

Chief Brant reported that the American Legion in Middletown held its annual birthday celebration. At that time, Sergeant Scott Young was honored as the Township's Police Officer of the Year. Chief Brandt stated that Sergeant Young did an outstanding job in 2013; he worked significant hours of overtime in order to fill shifts. In addition, as a training officer, he did an outstanding job in leading the training efforts for the five new officers. Sergeant Young also issued 410 citations and had the most DUI arrests in the department. Chief Brandt thanked the Legion for this very nice ceremony, and stated that it is always very much appreciated by the department. He also informed the Board that the Steelton Police Chief has retired, and the Middletown Police Chief has submitted his resignation effective next Friday.

Public Works Department – Jeff Sipe, Acting Public Works Superintendent -- reported that the following list of jobs is scheduled for completion in April:

- All buildings and equipment will be evaluated and repairs prioritized
- Began street sweeping this past Monday
- Finish Pot hole repair
- Finish leaf collection
- Repair inlets
- Fix batting net at Shopes Garden playground
- Prepare parks for the season and Opening Day, April 14
- Straighten and repair signs
- Fertilize and lime parks
- Seed the Hazard Mitigation lots
- Review applications for Public Works openings
- Review 2014 budget to prioritize upcoming projects
- Paint speed lines for the Police department

Jobs recently completed include:

- Equipment cleanup
- Clean and inspect pump at Jednota Flats
- Paint picnic tables at the parks
- Paint and distribute new trash cans at the parks
- Completed storage room for the Police department at the old Firehouse building

- Installed batting nets at the baseball fields
- Fixed hydraulic pump on Street sweeper
- Repaired a sinkhole at the Star Barn today

The dumpster will be available to Township residents on April 5, from 8:00 A.M. to Noon.

President Mehaffie asked how bad the sinkhole was at the Star Barn. Mr. Sipe responded that it was not as too bad as they had thought. Vice President Wilt asked the status of the sinkhole close to Scott's on Kreider Lane. Mr. Sipe stated that it is forming again and will need to be addressed. Commissioner Davies called attention to several bad potholes in the area of Spring Garden Drive and Lumber Street. Mr. Sipe reported that these are scheduled for repair this week. Planning and Zoning Report/Engineer's Report – Ms. Letavic – reported that Capital Valley Business Park was tabled at the Planning Commission meeting last week. The MRP project at 140 Fulling Mill Road was recommended for conditional approval by the Planning Commission. There are seven waivers associated with this plan. The waivers pertinent to the Preliminary Plan, Minimum Sight Distance, Streets and Driveways, and Stormwater (two waivers) were recommended for approval. There are also two waivers that are being recommended for rejection, and these relate to curbs and sidewalks. Ms. Letavic explained that the reason for this was that it was also the recommendation by the Planning Commission a few years back for the FedEx property. At the County's recommendation, the Planning Commission decided to stay consistent with its original recommendation. Stipulations for the conditional approval of this plan include addressing all outstanding comments, permits, water quality in the inlets, and zoning variance approval. There was also some discussion about a six month operational traffic re-review, which is something that was put in place with FedEx. This can be discussed with the applicant as this process moves forward.

As mentioned earlier, the Zoning Hearing Board will meet next Wednesday at 7:00 P.M. to hear requests on the two aforesaid plans. Ms. Letavic noted that the Chesapeake Bay Plan for the MS4 program was submitted to DEP this week. She will update the Board if she hears the plan was reviewed or receipt is acknowledged.

### MANAGER'S REPORT:

Mr. Monticello requested an executive session upon conclusion of tonight's meeting in order to discuss four separate personnel matters. He also referenced paperwork regarding the Nissley Drive bridge replacement, which will require a change of name for one section of roadway -- the portion of Nissley Drive between Rosedale Avenue and Donald Avenue. There is actually only one property owner that will be impacted by an address change. President Mehaffie agreed that there was some preliminary discussion with the Board on this item. The impacted property owners, Mr. and Mrs. Mario Corradi, have suggested the name "Baker Avenue". The Township must inform the Turnpike Commission of this name change. Solicitor Henninger stated that this should first be run through the Dauphin County Emergency Management Agency. Commissioner DiFrancesco stated that he was not on the Board when this was discussed. President Mehaffie explained that the bridge replacement and road re-alignment of the Donald/Nissley intersection requires this one section to be renamed. Commissioner DiFrancesco stated that he would be very interested in viewing these plans. Ms. Letavic agreed to email them to him via a PDF. Solicitor Henninger suggested Mr. Monticello speak to Chief DeHart or Alan Knoche to get the name of the contact person from the County EMA in order to run this by them first. This item can then be put on the agenda of the April legislative meeting for formal approval.

Mr. Monticello also stated that this past week, he had reviewed the preliminary report prepared by HRG on the Richardson Road Bridge. He asked for Board approval to work together with Ms. Letavic in seeking funding to take care of the project this year, or at least get it on the books. Ms. Letavic explained that she had not prepared a proposal to pursue eligible funding yet, so this would be the request. A motion was made by Commissioner Davies, seconded by Commissioner DiFrancesco, to authorize HRG to prepare a proposal of expenses involved with investigating and submitting grants and other funding sources for the Richardson Road Bridge project. The motion was unanimously approved.

### SOLICITOR'S REPORT:

Solicitor Henninger noted that there are several items that require formal action tonight.

A motion was made by Commissioner DiFrancesco, seconded by Vice President Wilt, to approve Ordinance No. 552. Solicitor Henninger stated that this is an offshoot of the Public

Hearing that was just held. The ordinance vacates a portion of the right-of-way of Dauphin Street and vacates and relocates a portion of the right-of-way of Lawrence Street from the road system of Lower Swatara Township. A roll call vote was taken with the following ballot tabulation: Commissioner Springer – aye, Commissioner DiFrancesco – aye, Commissioner Davies – aye, Vice President Wilt – aye, President Mehaffie – aye. Ordinance No. 552 was approved by a 5 – 0 margin.

A motion was made by Commissioner DiFrancesco, seconded by Commissioner Springer, to approve authorization to advertise an ordinance amending the Township's Stormwater Management Ordinance. The motion was unanimously approved. Solicitor Henninger added that the Municipal Authority has also given its concurrence on the proposed ordinance. It will appear on the Board's April legislative meeting for formal action.

A motion was made by Vice President Wilt, seconded by Commissioner Springer, to approve a Memo of Understanding between the Dauphin County Conservation District and Lower Swatara Township. The motion was unanimously approved.

Solicitor Henninger reported that there are four Agreements relative to the Final Land Development Plan of the Middletown Area School District that are now finalized and in a position for formal action tonight. He added that the Sewer Agreement was signed off on and previously approved. A motion was made by Vice President Wilt, seconded by Commissioner Davies, to approve the Security Agreement between the Middletown Area School District and Lower Swatara Township, the Security Agreement between the Middletown Area School District and the Municipal Authority of Lower Swatara Township, the O&M (Operations and Maintenance) Agreement, and the Developer's Agreement. Commissioner Davies questioned why there are two separate Security Agreements. Solicitor Henninger explained that one is for non-sewer improvements and the other is for sewer improvements. Since both are handled under a Township Ordinance as opposed to a sewer regulation, this Board must act on both. The motion was unanimously approved.

#### FINAL COMMENTS:

President Mehaffie also requested an executive session this evening for contractual reasons. He reminded the Board that Opening Day for baseball is April 26, 2014. Anyone wishing to attend should let Jason Wagner or Commissioner Springer know.

Commissioner Springer informed the Board that he will not be present at the next Board meeting. Commissioner DiFrancesco stated that he will not be in attendance of the April legislative meeting either.

Vice President Wilt reported that he had also attended the Legion's Birthday event, where Sergeant Young was honored as the Township's Police Officer of the Year. He agreed that it was a very nice event and congratulated Sergeant Young on his accomplishments which were very deserving of this award.

Commissioner Davies thanked Chief DeHart for bringing along the new rescue truck for the Board's viewing, and stated that it is a very impressive piece of equipment that should last the Township many years.

Solicitor Henninger informed the Board that there is a possibility that he will either be late or not able to attend the April legislative meeting.

ADJOURN AND CONVENE INTO EXECUTIVE SESSION:

With no further business to discuss, a motion was made by Vice President Wilt, seconded by Commissioner Davies, to adjourn the meeting and convene into executive session. The motion was unanimously approved, and the meeting adjourned at 7:51 P.M.

ATTEST:

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Jean R. Arroyo, Recording Secretary

