

## MINUTES

### APRIL 8, 2015 WORKSHOP MEETING

#### LOWER SWATARA TOWNSHIP BOARD OF COMMISSIONERS

The April 8, 2015 Workshop Meeting of the Lower Swatara Township Board of Commissioners was called to order at 7:00 P.M. by President Thomas L. Mehaffie III. President Mehaffie called for the pledge of allegiance followed by a moment of silence.

Solicitor Henninger stated that Vice President Wilt will be participating in tonight's meeting via telephone, as permitted under the laws of the Commonwealth. He had phoned Vice President Wilt just prior to the opening of the meeting, and confirmed the password with him.

Roll call was taken with the following officials in attendance:

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

Absent:

- Robert G. Greene, Planning and Zoning Coordinator

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 comments.

PUBLIC COMMENTS: None

## DEPARTMENT REPORTS:

Fire Department – Chief DeHart – reported that the calls for the month of March totaled 40, which brings the total calls for the year thus far to 171. Lower Swatara Fire Department has recertified with the Pa State Professional Certification Program at the 50% level; its personnel are certified in the training level for Fire and Rescue. Chief DeHart reported that just yesterday, the Department was notified that as part of its standards, it will need to do background checks on all its members. While standard background checks were always performed, FBI and fingerprint checks will also be required every 36 months, at a cost of about \$27 per member. Chief DeHart reviewed several charts and reports with the Board indicating call locations, call times, and comparison of 2015 statistics to 2014 statistics.

Police Department – Chief Brandt –referenced the monthly report and reviewed call and crime statistics for the month of March. Overall, it was a calm month with crime down. There were 609 calls for service, 3 DUI arrests, 44 traffic citations, 2 non-traffic citations, and 53 total warnings. Chief Brandt reported that he and the three sergeants attended a very worthwhile two-day course on diversity which was put on by the Dauphin County Chiefs of Police and several area agencies.

Public Works Department – Daniel Wagner – reported that the improvements to the traffic signal at Wood Street and Route 230 were completed Monday. Opening Day of Baseball and Softball is scheduled for April 25, and preparations are being made to get things ready for this event. The Department is in the process of redoing the batting cage at the Shope Gardens Park. Mr. Wagner noted that he had attended several local MS4 meetings. It is anticipated that street sweeping will be finished in April. As reported last month, a tree fell onto the shed at Greenfield Park. This shed houses the irrigation equipment. Thankfully, none of the equipment was damaged. The estimate for the damages to the shed was \$2,500 to \$3,000 and all the repairs were able to be completed in house. The Department completed the replanting of the live stakes down on the SARAA property next to the CVS off Meade Avenue. Several sinkholes have developed, including one right off Fulling Mill Road near the credit union. The Department is attempting to take care of these. A demonstration was held today on use of the irrigation equipment at the soccer fields. The dumpster will be available to Township residents on April 11, from 8:00 A.M. until noon. Commissioner Springer stated that last year, the Public Works Department provided assistance by putting something up to prevent vehicles from driving onto the field at Greenfield

Park. He asked if this could be done again this year. Mr. Wagner agreed to take care of this. Commissioner Davies referenced the tree that fell on the shed, and questioned if there was any damage to the equipment inside. Mr. Wagner confirmed that there was not. He noted, however, that there are at least two other large trees in the same area that appear to be dead and could do considerable damage to the shed should they fall over. President Mehaffie suggested Mr. Wagner obtain two quotes to remove the trees. Solicitor Henninger questioned the sinkhole by the credit union and asked if it anywhere near the sewer lateral that has some blockage issues. Mr. Wagner stated that the sinkhole is out in the street, where the sewer lateral is in the back of the building. Commissioner DiFrancesco stated that knows that the Township generally keeps a running list of road priorities. He observed that many of the Township's roads are showing signs of significant wear, probably due to the last few winters. He asked if another survey needs to be done to update the list. Mr. Wagner stated that he has been working with Ms. Letavic on this, and feels that the road priorities will probably remain the same. These include Blacklatch Lane, Candlewycke Drive, Longview Drive, and Riverview Drive. While Strites Road also needs repairs, it should probably not be addressed until 2016 since the water company will be doing work there, which presents an opportunity for some cost sharing. Mr. Wagner added that Hanover Street is also in bad shape. President Mehaffie reported that there have been concerns from residents about the condition of Bangor Road. Commissioner Springer noted that the lower section of North Union Street is also in dire need of repairs. Mr. Wagner agreed, and added that he had spoken to the Public Works Superintendent for the Middletown Borough about the possibility of getting assistance with the repairs, since the Township/Borough line is right in the middle of the road. President Mehaffie stated that he is very thankful for the Borough's assistance and good working relationship with the Township over the last few years. Commissioner Davies asked if the contractor is done with the Riverview Drive Project. Ms. Letavic explained that there was a substantial completion walk thru last week, and there were still a few minor details that needed finalized. President Mehaffie referenced the pothole at the bottom of Wood Street, and asked when PennDOT is planning to repair it. Mr. Wagner explained that the Public Works Department actually filled in the pothole last week; the rain may have taken the fill back out. President Mehaffie suggested it be addressed with hot patch this spring.

President Mehaffie noted that there the Public Works Department and Police Department have surplus equipment to place out for bid. A motion was made by Commissioner DiFrancesco, seconded by Commissioner Davies, to approve authorization to advertise for the receipt of bids for surplus Township equipment. The motion was unanimously approved.

MANAGER'S REPORT:

Mr. Monticello reported that the Township is the recipient of a grant in the amount of \$49,000 to be used towards update of the Township's comprehensive plan which will be undertaken sometime this year. In response to a question from Commissioner DiFrancesco, Mr. Monticello explained that the grant is under the Regional Connections Grant Program from the Tri County Regional Planning Commission. President Mehaffie thanked Dauphin County for this grant opportunity.

ENGINEER'S REPORT:

An update was provided on the Municipal Separate Storm Sewer System (MS4). Ms. Letavic had attended a DEP training on the Chesapeake Bay Pollutant Reduction Plan Update now that DEP has provided a comprehensive template. For water quality reductions, the Township urbanized area will need to be modeled to justify the BMPs employed and to be able to track improvements in preparation for the next permit term. She noted that she had also attended a CAP COG training today targeted for emergency responders. Chief Brandt, Mr. Wagner, and Ms. Arroyo were also in attendance.

As mentioned by Mr. Wagner, there was staff training on the irrigation equipment for the Greenfield Park. The substantial completion walkthrough was also held today, and request for final payment may possibly be issued at the Board's April 15 meeting.

Ms. Letavic updated the Board on the traffic signal at Fulling Mill Road and Union Street. HRG and Mr. Wagner met PennDOT to observe the traffic signal in the morning when the new FedEx at the eastern end of Fulling Mill Road dispatches its deliveries. PennDOT gave a verbal to go ahead and look at the timings differently on that signal. The thought is to take the cheaper route to see if it resolves the issue. The concept is to separate the traffic signals so

that they can operate independently to prevent stacking. This will not include a left turn arrow. Funds provided for the land development project at 140 Fulling Mill Road will be utilized for engineering, permitting, and service to the existing equipment at the intersection.

Ms. Letavic reported that during the MS4 outfall inspection process, it was noticed that the live stakes previously installed on the CVS property for the Meade Avenue project continue to struggle to become established. Until the project area is completely established, the Township is responsible for annual inspections to be sent to the Army Corps of Engineers to provide compliance for the permit. As reported by Mr. Wagner, the Public Works Department had ordered and planted additional live stakes.

The Board's attention was called to a scope of work for review and approval for the Richardson Road Bridge (DCIB Loan and Gaming Grant). Once the loan is closed, the Township will be able to proceed. Solicitor Henninger added that the notice of the proposed ordinance for this loan has been advertised by Eckert Seamans for possible consideration at next week's legislative meeting. Ms. Letavic explained that the scope of work is to design the replacement structure (concrete culvert) and utility relocations (gas and sewer) in 2015, bid the project in the winter of 2015, and construct the project in 2016. The scope does not need to be approved tonight since the loan has not been closed on yet. In response to a question from President Mehaffie, Solicitor Henninger explained that the loan is for \$500,000, which is the full amount of the estimated budgeted expenses to be incurred.

An update was provided on the possibility of an additional grant for the Old Reliance and Shope Gardens Parks. As the Board will recall, the Township has received a grant for \$190,000 for improvements to these two parks; this grant is primarily for the purpose of putting in some poured-in-place rubber matting, park benches, trash receptacles, etc. One item currently funded is replacing the backstop fence at Shope Gardens. A quote was received, and the work may be completed next week. The rest of the work for this grant has been put on hold for the sake of exploring additional funding through DCNR. Ms. Letavic noted that a final application will be completed upon pricing on equipment and determining the final layout of the updated project areas. The application for additional funding is due April 16. In front of the Board this evening are drafts of what is being considered along with some cost estimates. Estimates are for one park but since there will be identical projects in two locations, the cost estimate can be doubled. Costs for new park equipment and new surfacing for each park is estimated at \$170,000. The

Township can apply for up to \$182,000, using the existing grant as a cash match. However, it cannot touch any of the existing grant funding if it intends to use it as a cash match. Therefore, by putting the project on hold, the Township may be able to get twice as much done. President Mehaffie asked if the staff had any conversation with the Lions Club about the plans for the Shope Gardens Park. Ms. Letavic and Mr. Wagner stated that they had not. President Mehaffie suggested contact be made, and the Lions Club be given the opportunity to be involved.

SOLICITOR’S REPORT:

Solicitor Henninger requested an executive session immediately upon conclusion of this evening’s meeting in order to discuss a real estate matter.

The Board and Chief Brandt were provided with a copy of the decision from the County Court regarding Harrisburg City’s various gun control ordinances. The judge ruled that three are not enforceable, and two are. Harrisburg is taking an appeal. Solicitor Henninger reported that while he does not feel the Township has any questionable gun ordinances in place, he thought it would be interesting reading material for the Board.

FINAL COMMENTS:

President Mehaffie reported that with Vice President’s Wilt’s physical absence from the Board, he will be moving Commissioner DiFrancesco into both the Personnel Committee and the Police Committee until Vice President Wilt is able to return. Both Vice President Wilt and Commissioner DiFrancesco stated that they are agreeable to this move.

Commissioner Springer reminded everyone that Opening Day for Baseball/Softball is April 25 at 11:00 A.M. at Memorial Field. He asked that any Commissioner planning to attend contact him or Jason Wagner.

President Mehaffie congratulated Commissioner Springer on his recent appointment as President of the Olmsted Regional Recreation Board.

ADJOURN AND CONVENE INTO EXECUTIVE SESSION:

With no further business to discuss, a motion was made by Commissioner Davies, seconded by Commissioner Springer, to adjourn the meeting and convene into executive session. The motion was unanimously approved, and the meeting adjourned at 7:52 P.M.

ATTEST:

  
Jean R. Arroyo, Recording Secretary

