

## MINUTES

### LEGISLATIVE MEETING – MAY 18, 2016

The May 18, 2016 Legislative 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 and a moment of silence.

Roll call was taken with the following officials in attendance:

- Thomas L. Mehaffie III, President
- Jon G. Wilt, Vice President
- Michael J. Davies, Commissioner
- Laddie J. Springer, Assistant Secretary
- Todd F. Truntz, Commissioner
- Anne Shambaugh, Manager
- Jean R. Arroyo, Secretary
- Peter R. Henninger, Solicitor
- Erin G. Letavic, HRG, Engineer
- Richard D. Brandt, Police Chief

Residents and visitors in attendance: (PLEASE SEE ATTACHED SIGN-IN SHEET)

#### PUBLIC COMMENTS:

Nancy Pendergrass, Briarcreek Lane, commended Officer Randall Richards for his submission to the Press & Journal. She noted that she admires him for standing up for our police department and would like to thank him for what he did.

Ron Fisher, 220 Dauphin Street, stated that there needs to be more patrol in Eagle Heights. The noise and partying seem worse now that the weather is warmer. He added that with the bar opening up across the street soon, issues will most likely increase. The police have told him they are short staffed, but something really needs to be done. In response to a question from President Mehaffie, Mr. Fisher stated that the house off of West High Street is one of the problems. There are also problems on the Middletown side, and he has had to call the Borough twice in the last week. Mr. Fisher noted that he was also at the Middletown Borough meeting last night to ask them to increase patrol here too.

PRESENTATION BY PATRCK QUINN ON PROPOSED EAGLE SCOUT PROJECT:

Patrick Quinn explained that he is a Life Scout with Troop 23, which is based out of St. Catherine's on Derry Street in Harrisburg. A Life Scout is the rank right below Eagle Scout. Mr. Quinn stated that one of his requirements to become an Eagle Scout is a project. He is hoping to fulfill this requirement by doing a park signage project in the Township. The Township has about seven parks, and he plans to do signs with park names and possibly park rules. The signs he is looking at will cost from \$300 - \$500 per sign. They will have plastic posts and concrete foundations into the ground. Mr. Quinn added that he hopes to receive donations for this project from family and friends, or through a sum provided by the Township. While the project could possibly include all the parks, he would prefer to keep it to three or four of the parks.

In response to a question from Commissioner Springer, Mr. Quinn explained that the signs would be an aluminum composite material.

President Mehaffie observed that there is already a sign at the soccer fields. He asked if this could be redone. Mr. Quinn stated that perhaps other parks could be addressed instead. Again, his preference is to keep it to three or four signs. President Mehaffie also asked if the park rules will be put on the signs. Mr. Quinn explained that the park rules could be placed on the same sign, or on a separate sign if warranted. He noted that there are metal signs with park rules at some locations; they would probably not need to be redone.

Commissioner Davies suggested that possibility of the Recreation Board recommending the expenditure. He stated that he does see value in the signage, and feels the Recreation Board may want to provide its input as to their location. Mr. Quinn explained that he had provided Ms. Shambaugh with photos of the proposed locations for the signs.

President Mehaffie asked Mr. Quinn his time schedule for completion of the project. Mr. Quinn explained that he is planning to do the project next spring. Ms. Shambaugh noted that the project could be included in the 2017 budget, and added that the Public Works department may be able to donate assistance if necessary. President Mehaffie asked Ms. Letavic if signs are included in the scope of work for the upgrades to the Shope Gardens and Old Reliance parks. Ms. Letavic agreed that signage improvements are included in the project budget as required by that grant. She explained that signage for these parks will also need to include the statement that the park improvements were funded through DCNR. President Mehaffie suggested that since

these two signs are larger, Mr. Quinn may be able to do these as his project. He noted there is time to discuss this with the Recreation Board and to have Ms. Letavic look into how this will impact the grant process for the two parks that will be upgraded. The Board thanked Mr. Quinn for his presentation.

PRESENTATION BY DARRYL PECK, CONCORD PUBLIC FINANCIAL ADVISORS:

Darryl Peck, Concord Public Financial Advisors, Inc., provided an overview of the company and a review of debt and refinancing opportunities for the Township's 2011 and 2012 bonds. He explained the dual track financing strategy. Bank loan proposals are solicited under both fixed and variable rate models. Once the proposals are received, a comparison is made between the costs of a bank loan to an underwritten bond issue. Mr. Peck also highlighted Concord's involvement with the Township, beginning in 2002 with a refinancing of the Municipal Authority's 1997 Bonds. Most recently, Concord approached the Township in October of 2016 to provide updates and interest rate sensitivity analysis on the refinancing savings opportunity for the Township's 2011 Bonds. Beginning in February 2016, monthly refinancing updates were provided which included both the current savings available as well as a sensitivity analysis of projected increases in savings as the 2011 Bonds approach the call date of December 2016 or conversely how much interest rates could rise and still save the same amount that was currently available.

Mr. Peck provided a market update and an interest rate graph. The Township's existing debt was reviewed. The General Fund portion is approximately \$400,000 annually through 2029; it drops to \$220,000 through 2031. The Sewer Fund portion is approximately \$510,000 annually through 2029; it drops to \$280,000 through 2034. Possible refinancing opportunities were discussed. The 2011 Bonds are callable on December 1, 2016. Based on current interest rates, the Township could save approximately \$285,000 representing 6.56% of refunded principal. The 2012 Bonds are callable on June 1, 2017. If interest rates remain at current levels through mid-January 2017, the Township could save approximately \$210,000 representing 3.25% of refunded principal. Also discussed was the possible financing structure for a \$1,000,000 sewer project. The Township could finance \$1,000,000 for sewer projects with an annual budget impact as low as approximately \$15,000 and not extend the overall term of the existing debt. The Board thanked Mr. Peck for the presentation.

APPROVAL OF MINUTES:

A motion was made by Vice President Wilt, seconded by Commissioner Springer, to approve the Minutes of the April 20, 2016 Legislative Meeting. The motion was unanimously approved.

A motion was made by Commissioner Truntz, seconded by Vice President Wilt, to approve the Minutes of the May 4, 2016 Workshop Meeting. The motion was unanimously approved.

APPROVAL OF BILLS:

A motion was made by Commissioner Davies, seconded by Commissioner Springer, to approve the payment of bills as presented on Warrant No. 2016-04. The motion was unanimously approved.

APPROVAL OF TREASURER'S REPORT:

A motion was made by Vice President Wilt, seconded by Commissioner Davies, to approve the Treasurer's Report for April 2016. The motion was unanimously approved.

ENGINEER'S REPORT:

Ms. Letavic updated the Board on the MS4 (Municipal Separate Storm Sewer Systems) Program. The Dauphin County Conservation District is hosting two rain barrel workshops. Free rain barrels will be provided, and all Lower Swatara Township residents are encouraged to consider registering. Ms. Letavic asked that residents who register please inform the Township so that this can be included in the Township's annual report regarding public participation. Ms. Letavic added that the Conservation District is looking for a municipality to host an environmental education grant writing workshop next April. The Board agreed that Lower Swatara would be happy to host it. Ms. Letavic will pass this on.

An update was provided on the Greenways, Trails, and Recreation Park Grant and DCNR Grant Execution for the Old Reliance and Shope Gardens Parks. HRG has proceeded with preparing a submittal to DCNR which is required to be approved by DCNR prior to procuring equipment for the project. The current schedule is to submit the required documents to DCNR in June (ahead of the July deadline) to construct the projects this fall. Ms. Letavic noted that the

Board will recall there is an issue with the Lions Club and the parking lot; there is a lease agreement that may need to be tweaked. Solicitor Henninger explained that when this was given to the Township back in the 80's, there was a shared parking area. There was then a land swap. As part of this swap, there was language placed in the deed that said that the Township would have the right of access and parking. The issue, as identified during the grant process, is that part of the facility improvements will extend onto that leased area. It is felt that there should be more language than just parking and access rights. Solicitor Henninger explained that the Township may have to enter into a long term lease with the Lions Club for the ability of the facility expansion onto that leased land. This is being worked on now.

Mr. Letavic also reported on the Greenways, Trails and Recreation Park Grant (2016) – Little Hollywood Park/Memorial Field. An application is being considered for improvements to the park. These improvements are being quoted by staff so that a grant budget can be established and approved by the Board in June for the June 30 grant application deadline to the Commonwealth Finance Agency. Improvements will most likely focus on lighting for Memorial Field. Ms. Letavic reported that the project will be entirely scoped for the workshop, and there will be a resolution and other signatory documents before the Board at the June legislative meeting.

The Capital Improvements Plan – PENNVEST Funding for Stormwater Projects was discussed. An updated comprehensive funding matrix is under development as a result of a follow up meeting with Township staff. HRG has a few projects out to bid currently that these cost estimates will benefit from. Upon adoption of the finalized project list and schedule, HRG will finalize an engineering scope of work for the PENNVEST application (November 26 deadline, January 2017 Board meeting decision, construction in 2017). Construction plans are required for the submittal.

Ms. Letavic noted that tonight's agenda includes a request for authorization to advertise the Richardson Road Bridge Project for construction. It will be funded through a DCIB Loan and a Gaming Grant. The only issue right now is the right-of-way acquisitions and whether the Board desires to proceed with advertising while the acquisitions are occurring concurrently. Ms. Letavic noted that there are a number of weeks to acquire the right of ways; she is just not sure if all the property owners are aware of the project.

Ms. Letavic updated the Board on the Zoning Map for Middletown. Ms. Letavic stated

that she had made contact with the new manager of the Borough of Middletown, and was told that the approval process is proceeding. Once this is done, the Township will revisit its own map and coordinate it with the Dauphin County GIS.

Ms. Letavic noted that she had anticipated having the scope of work ready for the Highland Street Bridge, but does not. The more it was looked into, the more value was seen in doing additional engineering analyses on what type of bridge to scope out for that project. It will be necessary to get a geotechnical firm involved to do some borings and testings of the banks. Ms. Letavic stated that she anticipates having the scope of work to the Board in June.

Ms. Letavic reminded the Board that last year about this time, it had discussed the Meade Avenue stream project. This was a stream relocation required to construct Meade Avenue about four years ago. There is an annual monitoring that needs to occur. Unfortunately, monitoring has not been going well because adjacent property owner's landscaper keeps cutting down the required stream improvements. There are shrubs that need to grow that are not growing because of this. Ms. Letavic noted that next year will be year 5 of that project. Year 5 is when the Army Corp of Engineers comes out and reviews the project. The Corp confirms that the vegetation has been reestablished, and the project is then closed. Ms. Letavic explained that time is of the essence for communication with the property owner so this cutting down does not happen yet again. Mr. Wagner has been putting in some plantings and flagging them off, but flags disappear and plants get mowed down. She explained that every year, staff does go out to talk with the property owner, but apparently that is not working. Ms. Letavic added that her colleague, who is a wetland specialist, feels additional plantings are necessary. Her concern is that next year, the Township may not be released from the monitoring requirement unless this vegetation sticks. Again, this should look like a five year old buffer but will not because of the constant mowing. Ms. Letavic advised the Board that the monitoring report for this year is due to the Army Corp of Engineers at the end of this month. Annually, the Township has been spending about \$1300 for HRG to do the site visit and file the report. She suggested that the Board authorize HRG to do the monitoring again this year and identify what improvements need to be made. She strongly suggested inviting the property owner (CVS) and their landscaping contractor to a meeting so that they can understand this situation. Otherwise, the Township will end up spending more money on this project than anticipated. Vice President Wilt said it sounds like the Township may need to consider taking legal action if the property owner does not listen. They are

trespassing and impacting the Township financially. The Board directed Ms. Shambaugh to make contact with the local head of CVS and its landscaper. President Mehaffie asked about putting in larger plants. Ms. Letavic agreed this could be done, but would be more expensive. Vice President Wilt stated that this will not help if the landscaper comes in again and cuts them down. A motion was made by Commissioner Davies, seconded by Vice President Wilt, to approve authorization for HRG to do the stream monitoring report at a cost of \$1,300. The motion was unanimously approved. Commissioner Davies also suggested the possibility of putting up some small “no mow” signs. Ms. Letavic agreed that this could be looked into. Vice President Wilt stressed that the first step should be to talk to them. Commissioner Davies agreed. President Mehaffie asked Ms. Shambaugh to have Mr. Wagner look into the cost factor for these signs.

#### SOLICITOR’S REPORT:

Solicitor Henninger reported that the Board had met in executive session just prior to tonight’s meeting in order to discuss personnel matters with him and Ms. Shambaugh. In addition, also discussed was a pending litigation matter which is a Zoning Hearing Board hearing on June 9. Solicitor Henninger explained that the question is whether the Board wants him to represent it at the hearing. He noted that this hearing pertains to a variance request for the Dickerson and related tracts. This is the original request for a zoning change from Residential to Commercial Highway. That request was withdrawn, and the applicant has now filed a variance request that goes before the Zoning Hearing Board. A motion was made by Commissioner Springer, seconded by Vice President Wilt, to authorize the Solicitor to represent the Board’s interests at the June 9 Zoning Hearing Board hearing. The motion was unanimously approved.

Solicitor Henninger reminded the Board that over a year ago, it had heard a presentation from the Steelton Community Cats with regard to its trap/neuter/release program. Participation fell by the wayside due to the Township’s existing contract commitments. The Board, based on a series of issue that have arisen with feral cats, has again expressed interest in considering this program. Solicitor Henninger explained that this group comes out to trap the feral cats, takes them to the vet for neutering, and then releases them. This is a more humane way to control the feral cat population. Hopefully, this will not cost the Township anything; the Township’s role is to get volunteers for the trapping, and to apply for grants through agencies to offset the cost of

the vet services, which is about \$60/cat. In front of the Board this evening is a resolution for participation in this program. A motion was made by Vice President Wilt, seconded by Commissioner Springer, to approve Resolution 2016-R-10. This resolution initiates a cooperative effort for a trap and neuter release program with Steelton Community Cats. The motion was unanimously approved.

Solicitor Henninger referenced correspondence and documents that he had emailed the Board from Cohen Law Group, which is special counsel for the telecommunications ordinance which appears on tonight's agenda and also for the wireless service ordinance that is being worked on now. About a month ago, Ms. Shambaugh had received a letter from Verizon requesting consideration for a renewal of its franchise agreement. In the past, the Township had contracted together with COG for a package negotiation rate. The COG proposal would be to join in with 28 of 31 possible municipalities in a joint effort which helps lower costs. The Township would also see an additional cost reduction due to its recent contract with Cohen Law Group for an audit of Verizon's service requirements. This proposal was just received today. He asked that the Board review it for discussion at the June 1 workshop meeting.

#### MANAGER'S REPORT:

Ms. Shambaugh noted that at the last meeting, the Board had discussed flipping the peer to peer grant application for the feasibility study for fields in the Middletown Area School District area. Previously, the Board had agreed to partner with the Middletown Area School District on this \$10,000 grant application. The School District was to be the applicant, and the Township was to assume the supporting applicant role. However, due to some funding issues through DCRN, this applicant was flipped to make the Township the applicant, with the School District being the supporting applicant. The resolution before the Board would allow the Township to submit the application tomorrow. A motion was made by Commissioner Springer, seconded by Commissioner Davies, to approve Resolution 2016-R-7 for the Peer to Peer Grant Application. The motion was unanimously approved.

A motion was made by Vice President Wilt, seconded by Commissioner Truntz, to approve the Request for Funding No. 8 from the Dauphin County Infrastructure Bank for the Richardson Road Bridge Replacement project in the amount of \$9,400. The motion was unanimously approved.

The Board discussed the possible purchase of speed signal signs and reviewed cost estimates for three separate options as presented at the workshop meeting. Ms. Shambaugh stated that this came about as a request from a resident of Old Reliance regarding speeding since Powderhorn Road was opened up. The quote being recommended is the one for \$5,967. This sign has the ability to mark speed and also allows the Township to put other types of messages on it. President Wilt agreed that the second option, for a bit more in price, would be more versatile. Ms. Shambaugh added that there are two possible grant opportunities: one through the Susquehanna Municipal Trust (a 50/50 grant, up to \$1,000) and the second through the American Police and Sheriff's Association (ranging from 20% to 60% of the costs). She suggested the Township pursue both. President Mehaffie suggested that the Township also look at pursuit of a Gaming Grant for this purchase. A motion was made by Commissioner Truntz, seconded by Vice President Wilt, to proceed forward with pursuit of grants to purchase the speed signal sign in the amount of \$5,900. The motion was unanimously approved.

Ms. Shambaugh stated that she is requesting Board approval of two separate resolutions for the proposed timing change modifications to the traffic signal at the Eisenhower/PA 283/Turnpike interchanges based on the recommendations for HRG. The first resolution is to allow for the modification and the second resolution is to actually make the modification. A motion was made by Commissioner Davies, seconded by Commissioner Springer, to approve Resolution No. 2016-R-8. The motion was unanimously approved. A motion was made by Commissioner Springer, seconded by Commissioner Truntz, to approve Resolution No. 2016-R-9. The motion was unanimously approved.

Ms. Shambaugh requested Board approval to do emergency road and stormwater repair work on Nissley Drive to address a collapsed portion of pipe and roadway. An emergency services contractor would be hired to dig the road up, remove the collapsed pipe and replace it with new pipe as well as connect the two new stormwater inlets to that pipe. Once those are placed, the Public Works Department would backfill the street and put binder in. The road will not be paved, however, until the Star Barn is relocated. The estimated cost of the contracted work is approximately \$22,000, which does include a \$4,000 contingency. In response to a question from President Mehaffie, Ms. Shambaugh stated that once the contract is in place, it is felt the work can be done within a week or two. The actual digging of the pipe should only take a day. President Mehaffie asked if plates would be placed on the road to allow travel.

Ms. Shambaugh confirmed that if the work goes over a day, steel plates will be required to be placed on the road. A motion was made by Vice President Wilt, seconded by Commissioner Davies, to authorize the emergency repair work on Nissley Drive at an estimated cost of \$22,000. The motion was unanimously approved. President Mehaffie asked how this expense will be categorized from the budget. Ms. Shambaugh explained that staff is looking at multiple areas. A portion may need to be taken from reserves. President Mehaffie suggested that once this is determined, approval of the appropriate budget line items be sought at the next meeting.

Ms. Shambaugh reported that at a previous meeting, she had presented the option to move up to 2 million dollars into a short term CD. The first proposal came through Centrik Bank for a 6 month CD at .62% or an 8 month CD at .65%. Since that time, Mid Penn Bank, who is the Township's current bank, has offered an 8 month CD at .75%. Ms. Shambaugh stated that up to 2 million dollars could be moved without significantly impacting the cash and reserves. She recommended moving at least 1.5 million and no more than 2 million. She explained that if the Township went with the 8 month CD, the funds would be back by January 2017. A motion was made by Vice President Wilt, seconded by Commissioner Davies, to approve an offer from Mid Penn Bank to transfer \$2 million dollars in Township funds into a CD for an 8 month time period at the rate of .75%. The motion was unanimously approved.

President Mehaffie reviewed the list of future meetings and events:

May 23	7 PM	Municipal Authority Meeting
May 26	7 PM	Planning Commission Meeting
May 30	MEMORIAL DAY – TOWNSHIP OFFICES CLOSED	
June 1	7 PM	Board of Commissioners Workshop Meeting
June 9	7 PM	Zoning Hearing Board
June 15	7 PM	Board of Commissioners' Legislative Meeting
June 18	7 PM	"Movie in the Park" (Shopes Garden Park)

COMMITTEE REPORTS:

Police Committee – Vice President Wilt -- no report

Public Safety Committee – Commissioner Springer -- no report

Budget & Finance – Commissioner Davies -- no report

Public Works – Commissioner Truntz -- reported that the Department is busy with crack sealing, mowing, and addressing other necessary pavement issues

Community and Economic Development – President Mehaffie -- no report

UNFINISHED BUSINESS:

The Board tabled the Final Land Development Plan of Residential Retirement Community, Phase 1, File #2007-14, located along Fulling Mill Road at the intersection of Nissley Drive, prepared by Navarro & Wright, Inc. and submitted by Fulling Road LLC. The plan was recommended for approval by the Planning Commission on November 15, 2007 with stipulations. The plan was due to expire on February 20, 2008. 90-day time extensions were granted by the Board on February 20, 2008, May 21, 2008, August 20, 2008, November 19, 2008, February 18, 2009, May 20, 2009, August 19, 2009, November 18, 2009, February 17, 2010, May 19, 2010, August 18, 2010, November 17, 2010, February 16, 2011, May 18, 2011, August 17, 2011, October 19, 2011, January 18, 2012, April 18, 2012, July 18, 2012, October 17, 2012, January 16, 2013, April 17, 2013, July 17, 2013, October 16, 2013, December 18, 2013, March 19, 2014, June 18, 2014, October 1, 2014, December 17, 2014, March 18, 2015 and July 1, 2015. The Board, at its October 7, 2015 meeting, granted a time extension to January 20, 2016. The Board, at its January 20, 2016 meeting, granted a time extension to April 20, 2016. The Board, at its May 4, 2016 meeting, granted a time extension until July 20, 2016.

A motion was made by Commissioner Davies, seconded by Commissioner Truntz, to grant a time extension, as requested by the developer, on the Final Land Development Plan for Middletown Home Access Driveway/Parking Revisions, prepared by Schlouch, Inc. and submitted by the Middletown Home. The initial plan submitted was due to expire on May 29, 2013. Time extensions were granted by the Board of Commissioners on May 15, 2013, August 21, 2013, November 20, 2013, February 19, 2014, May 21, 2015, October 15, 2015, January 21, 2015, May 18, 2015, August 19, 2015, and November 18, 2015. The Board, on February 17, 2016, granted a time extension until May 18, 2016. This new time extension would expire on August 17, 2016. The motion was unanimously approved.

A motion was made by Vice President Wilt, seconded by Commissioner Truntz, to accept the letter of withdrawal on the Susquehanna Area Regional Airport Authority (SARAA) sewage planning module for the North 29 Area (land where Sheetz and other commercial properties are planned to be built) requesting that the sewage be sent to SARAA's treatment plant instead of Middletown Borough Authority as would be required according to their location within the sewage area. Lower Swatara Township Authority's agreement with the Middletown Borough Authority reads that sewage in the designated area shall be exclusively treated at Middletown

Borough's treatment plan. The Planning Commission approved the planning module, conditioned upon SARAA getting Middletown Borough to agree that the exclusivity can be waived in this instance or upon proof that the exclusivity portion of the agreement does not apply to SARAA because of established Authority statues. The burden of proof is on SARAA at this point. The planning module was due to expire on January 23, 2014. The Board of Commissioners granted a 90-day time extension on January 15, 2014, April 16, 2014 and July 2, 2014. The Board granted a 120-day time extension on October 1, 2014. The Board granted a 93-day time extension on January 21, 2015 to May 20, 2015. The Board granted a 91-day time extension on May 20, 2015 and again on August 19, 2015. The Board granted a 99-day time extension on November 18, 2015 and granted an additional 83-day time extension on February 17, 2016. The plan is due to expire on May 18, 2016. The motion was unanimously approved.

#### NEW BUSINESS:

A motion was made by Commissioner Davies, seconded by Vice President Wilt, to approve Ordinance No. 565. This ordinance adopts the Lower Swatara Township Telecommunications Right-of-Way Ordinance. A roll call vote was taken with the following ballot tabulation: Commissioner Truntz – aye, Commissioner Springer – aye, Commissioner Davies – aye, Vice President Wilt – aye, President Mehaffie – aye. Ordinance No. 565 was approved by a 5 – 0 margin.

A motion was made by Commissioner Davies, seconded Commissioner Springer, to approve a motion to authorize advertisement for bids for the Richardson Road Bridge Project. The motion was unanimously approved.

As reported earlier by Ms. Letavic, the scope of work for engineering services to replace the Highland Street Bridge was tabled.

A motion was made by Vice President Wilt, seconded by Commissioner Davies, to accept the resignation of Patrolman Joseph Smith. The motion was unanimously approved.

President Mehaffie stated that the Board saved the best for last – the acceptance of the retirement of Police Chief Richard Brandt, who has served the Township for 28 ½ years. President Mehaffie thanked him for all his years of service. A motion was made by Vice President Wilt, seconded by Commissioner Davies, to accept the retirement of Police Chief Richard Brandt. The motion was unanimously approved. Chief Brandt stated that July 1 is his

official last day, but he will be using up some vacation time. His last working day will most likely be June 10. He thanked the citizens of Lower Swatara Township for making it easy to stay this long. During his time here, he served as patrolman, detective, sergeant, and now Chief. He stated that it was a pleasure working here; he could not have asked for a better community to serve in, but it is now time to enjoy his retirement.

President Mehaffie stated that he has two items to add under New Business. He asked for a motion to advertise for a Public Safety Director. A motion was made by Vice President Wilt, seconded by Commissioner Truntz, to advertise for a Public Safety Director. The motion was unanimously approved. He then asked for a motion to hire two police officers. A motion was made by Commissioner Truntz, seconded by Vice President Wilt, to hire two police officers. The motion was unanimously approved.

Solicitor Henninger reminded the Board that it had agreed to pursue the use of Naloxone after the presentation from Dauphin County. Subsequently, Chief Brandt and Ms. Shambaugh had received a proposed Memorandum of Understanding between the Lower Swatara Township Police Department and the Dauphin County District Attorney's Office setting forth terms under which the District Attorney Office distributes the supply of Naloxone to the Lower Swatara Township Police Department. Along with that is a general order that the Chief would enact setting forth the policies and training for officers, and the department protocol. A motion was made by Vice President Wilt, seconded by Commissioner Davies, to authorize the Police Chief to enter into the Memorandum of Understanding with the Dauphin County District Attorney's Office with regards to Naloxone. The motion was unanimously approved. Ms. Shambaugh added that she just received information from Cheryl Dondero of the County Drug and Alcohol Services regarding the 3<sup>rd</sup> Annual Heroin and Prescription Drug Town Hall meeting tomorrow. Dinner is at 6:00 P.M., followed by the town hall at 6:30 P.M. and will be held at the Office of Dauphin County Drug and Alcohol Services.

#### FINAL COMMENTS:

The Board and staff congratulated Chief Brandt on his upcoming retirement and for his years of service to the Board and community. President Mehaffie asked Chief Brandt if he could increase police patrol in the Eagle Heights area, and maybe even coordinate this effort with the Middletown Police Chief.

President Mehaffie requested an executive session immediately upon conclusion of this evening's meeting for personnel reasons. He asked that Chief Brandt be in attendance.

ADJOURN AND CONVENE INTO EXECUTIVE SESSION:

Hearing no other business, 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 8:32 P.M.

ATTEST:

  
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Jean R. Arroyo, Township Secretary

