

MINUTES

OCTOBER 7, 2015 WORKSHOP MEETING

LOWER SWATARA TOWNSHIP BOARD OF COMMISSIONERS

The October 7, 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.

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, Assistant Secretary
- Samuel D. Monticello, Township Manager
- Peter R. Henninger, Solicitor
- Erin G. Letavic, HRG, Engineer
- Robert S. Greene, Planning and Zoning Coordinator
- Richard D. Brandt, Police Chief
- Daniel L. Wagner, Public Works Superintendent
- Jean R. Arroyo, Recording Secretary

Absent:

- Dominic D. DiFrancesco II, Commissioner

Residents and visitors in attendance:

PLEASE SEE ATTACHED SIGN-IN SHEET

Solicitor Henninger noted that for the record, Vice President Wilt is participating by telephone this evening. He was called just prior to the opening of the meeting and confirmed the required password with Solicitor Henninger, as pursuant to Township resolution.

MS4 PRESENTATION: HOMEOWNER ACTIONS FOR MANAGING STORMWATER
(PRESESENTED BY GIL HIRSCHEL, DAUPHIN COUNTY CONSERVATION DISTRICT

Gil Hirschel, Dauphin County Conservation District, provided a PowerPoint presentation on how homeowners can manage stormwater. He explained that every homeowner property contains hard surfaces that contribute stormwater runoff to local waterways. Unmanaged or improperly managed runoff from these areas represents a significant source of water pollution and increased flooding. Homeowners play a very important role in properly managing runoff from their properties. Mr. Hirschel discussed the impacts of stormwater runoff and techniques such as stormwater best management practices (BMPs) that homeowners can use on their property to manage stormwater runoff. These techniques include the installation of rain gardens, downspout disconnections, riparian buffers, filter strips, porous pavers, etc. Also discussed was proper lawn care, vehicle maintenance, and waste disposal practices to protect the water quality of the waterways. A brief question and answer period followed. Mr. Hirschel explained that questions regarding specific property issues would need to be addressed with the municipality. The Board thanked Mr. Hirschel for the informative presentation.

DAUPHIN COUNTY NATIONAL DISASTER RISILIENECE COMPETITION
(PRESENTED BY LEAH EPPINGER, DAUPHIN COUNTY PLANNING COMMISSION:

Leah Eppinger, Dauphin County Planning Commission, provided the Board and public with an update on the National Disaster Resilience Competition. The U.S. Department of Housing (HUD) had announced this new competition last year in order to build more resilient communities which have been struck by natural disasters in recent years. There are 67 eligible applicants across the county for this \$1 billion national competition; the maximum award per grantee is \$500 million. The County of Dauphin is one of the eligible applicants for NRDC funding. HUD established a two phased approach to select winners and the County is one of the 40 finalists that made it to Phase 2, which is the Design and Implementation Phase. Phase 2 includes continuing community engagement and solidifying partnerships, refining designs for solutions to address the impacts, risks and vulnerabilities, and demonstrating project feasibility and effectiveness. If selected as a Phase 2 winner, implementation is also included.

Ms. Eppinger explained that they are working with Ms. Letavic, who also sits on the panel for this project. Lower Swatara Township has the opportunity to address the flooding in the Lisa Lake area by relocation and acquisition. The proposed projects for the Swatara Creek watershed include:

- 48.7 million to promote smart development and tourism; protect water quality and job centers; connect education in the region.
- Middletown Susquehanna Street Park, Union and Susquehanna streets - \$17,235,000
- Middletown electric substation and smart grid meters - \$12,250,000
- Woodland Hills low-impact development - \$15 million
- Jednota Flats acquisition of homes and drainage work in Lower Swatara Township- \$4,175,000.

Ms. Letavic noted that the area proposed in the Township runs from the Airport Connector to Whitehouse Lane; there is a 3.8 million assessed value of the properties being considered. In response to a question from Commissioner Davies, Ms. Letavic explained that the use of this property if acquired would be limited to recreation and open space. She added that the intent of the acquisition would be to help the residents that cannot relocate and to clean up the Susquehanna River.

A motion was made by Commissioner Davies, seconded by Vice President Wilt, to approve submission of a letter to confirm the mutual intent of both the County of Dauphin and the Township of Lower Swatara to work together on the project proposed in the Township contingent on the award of funds from the United States Department of Housing and Urban Development (US HUD) for the Community Development Block Grant National Disaster Resilience Competition (CDBG-NDRC), to carry out eligible activities of the projects located in Lower Swatara Township as provided in the Dauphin County CDBG-NDRC application. The motion was unanimously approved.

STEELTON COMMUNITY CATS PROGRAM
(PRESENTED BY MARIA MARCINKO, CO-FOUNDER AND ROSEMARY LONCAR,
PRESIDENT

Maria Marcinko presented to the Board the “Steelton Community Cats” (SCC) Program. This is a non-profit organization that focuses on trapping and neutering feral cats in several communities at a reduced cost. The goal is to keep the cat population down. Over 45,000 cats have been trapped and neutered under this program. Financial donations and volunteers allow them to provide assistance in trapping cats safely, and provide pre- and post-surgery care. PetSmart is an organization that contributes a grant towards the neutering. SCC provides services to Swatara Township, Highspire Borough, and Susquehanna Township. “TNR” (Trap, Neuter, Return) is a strategy that is being adopted by a growing number of communities seeking to address cat overpopulation. The idea is to trap the feral cats, have them sterilized and vaccinated, and return them to the place where they were found. Ms. Marcinko noted that the Borough of Steelton estimates it saved at least \$36,000 last year by using this program and avoiding charges to take the cats to the Humane Society.

President Mehaffie asked for a round of applause for Ms. Marcinko and the volunteers of this very impressive program. He suggested that the Board and Solicitor Henninger review the information provided for possible future participate in this program.

President Mehaffie then opened the floor for public comments.

PUBLIC COMMENTS:

Ann Woods, Old Reliance Farms, referenced the SCC Program, and stated that her neighborhood has a serious cat problem. She expressed displeasure that they leave unwanted “gifts” in her much bed. Ms. Woods stated that even if the cats are neutered, they will be released back into the neighborhood to again roam. Ms. Marsinco offered suggestions to keep the cats from being attracted to the mulch beds, and added that SCC focuses on the feeder so that the neutered cats tend to stay where they are being fed.

DEPARTMENT REPORTS:

Fire Department – Chief DeHart – reported that the calls for the month of September totaled 41, with 466 calls to date. October 18 is the stuffed chicken dinner. Tomorrow is the open house at the Fire Department. The new boat ran its first rescue call and transported one patient off of Hoke Island. Chief DeHart noted that on January 3, his term as Fire Chief will expire and he will not be seeking another term. He explained that he will no longer be a Trustee either, so he will be giving up the day to day operations at the Fire Department. President Mehaffie congratulated Chief DeHart on his many, many years of service. He also noted that he would like to start working with the Fire Department on its upcoming budget very soon.

Police Department – Chief Brandt – reported that of the 50 citations written last month by the department, 25 were from North Union Street. Of the 64 warnings written, a little over 30 were from North Union Street. In summary, half of the enforcement efforts this past month were on North Union Street. Chief Brandt acknowledged two of the Department officers who will be receiving awards: Patrick Ribec who made 75 DUI arrests in 2014, and Scott Flowers who was instrumental in helping prevent a suicide.

Planning and Zoning/Codes Department – noted that there are two items that require formal action tonight. The first pertains to the Final Land Development Plan of Residential Retirement Community, Phase 1, located on Fulling Mill Road at the intersection of Nissley Drive. Solicitor Henninger reported that staff had met with Mr. Will and Mr. Navarro earlier this evening to discuss the plan, including the sewer issues on Lumber Street and the highway occupancy permit. Navarro and Wright had agreed to accept a time extension to January 20, 2016. Mr. Navarro stated that he will provide Ms. Letavic with all pertinent information. It was noted that staff will research minutes to get a list of the conditions associated with the plan. A motion was made by Commissioner Springer, seconded by Commissioner Davies, to grant a time extension to January 20, 2016 on 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 plan was due to expire on October 6, 2015. The Township received a 136-day written time extension request to January 20, 2016; on September 16, 2015 the Board instead accepted a one (1) day time extension until October 7, 2015. The plan is due to expire on October 7, 2015. The motion to grant the time extension to January 20, 2016 was unanimously approved.

Mr. Greene noted that a resolution pertinent to the UPS Plan also requires formal action this evening. A motion was made by Commissioner Davies, seconded by Commissioner Springer, to approve Resolution No. 2015-R-4, A Resolution for Plan Revision for New Land Development as required by PADEP, Act No. 537, PA Sewage Facilities Act, Lower Swatara Township Board of Commissioners hereby adopts and submits to the DEP for its approval as a revision to the Lower Swatara Township "Official Sewage Facilities Plan" the Sewage Facilities Planning Module for United Parcel Service. The motion was unanimously approved.

Mr. Greene then referenced the inspection reports and permit reports. An update was provided on the PADEP Planning Module for UPS, SARAA Property, Township File #2015-02. As the result of PADEP action for denying the Planning Exemption request and upon request by the developer, the Planning Commission took action at its September 24 meeting to recommend approval of DEP Component 3 Planning Module with the condition that the Lower Swatara Township Municipal Authority review and address Item 14 of Component 4A – Municipal Planning Agency Review. Mr. Greene also provided an update on the proposed Zoning Map Change from F. Lee Dickerson request to change current Residential Suburban Zoning to Commercial Highway located along N. Union Street near SR 283. Action was taken by the Planning Commission to table the request and continue discussion at the October 22 meeting. There were no Zoning Hearing Boards scheduled for September. In regards to the Spring Street Properties/Nittany Village, PSU Soccer Field and Campus Heights projects, a meeting was held on October 6 with Matt Tunnell, Matt Genesio, Mr. Monticello, Ms. Letavic, and Mr. Greene to discuss the stormwater and college student traffic issues in that area. The developers have agreed to notify the students and ask that they travel the designated path/areas and public streets. The Township will also work with the developers to pursue a permanent fence along the west side of

the driveway. In addition, a permanent opening was discussed. A motion was made by Commissioner Davies, seconded by Commissioner Springer, to authorize the developer to put a permanent 4' opening in the fence along the Penn State Harrisburg soccer field to allow pedestrian access onto the Wood Street/Dauphin Street area. The motion was unanimously approved. The Steering Committee for the Comprehensive Plan Update held its second meeting on September 22 and discussed issues and opportunities for community & economic development, summary concerns with questions and follow-ups as identified by the committee, respondents to the mysidewalk.com webpage and paper surveys. The next step for Gannett and Fleming will be to conduct interviews with Township Officials and Staff. A meeting was held on-site at the Morgan's Run development on September 25 to inspect and review the current roadway, erosion control measures, stormwater and sanitary improvement conditions and discuss necessary repair work before top coat paving. The Board of Commissioners received a response and recommendation from the Dauphin County Planning Commission for the request for Zoning District Change from Suburban Residential (S-R) to Commercial Highway (C-H) from F. Lee Dickerson. Mr. Greene informed the Board that Don Fure, Building Code Official, will be on vacation for two weeks from October 5 thru October 16. During Mr. Fure's absence, Mr. Greene will be the contact person for conducting the commercial plan review and field inspections.

Emergency Management – Alan Knoche, Emergency Management Coordinator -- provided a brief overview of the Community Rating System (CRS) to the Board of Commissioners. The CRS is a FEMA program that recognizes community efforts to increase flood control and floodplain development requirements above and beyond the minimum requirements of the National Flood Insurance Program. Specific extra efforts are awarded points, which, when reaching various thresholds, improve a community's rating on a 10 to 1 scale. For every rating value change (e.g., 9 to 8), property owners in that community are eligible for a 5% reduction in their annual flood insurance premiums. Dauphin County has retained the services of Tetra-Tech, Inc. to assist municipalities with their research and consideration to enter the CRS program. Lower Swatara has met with a Tetra-Tech representative to review the program entry and maintenance requirements. The Board of Commissioners will be asked to determine if the cost in time, documentation, reporting, recertification, and audits is justifiable for premium savings to a limited number of property owners. The Board requested additional information to be discussed at a future meeting.

Public Works Department – President Mehaffie asked that the Board act on the elevation of Daniel Wagner to permanent status. A motion was made by Commissioner Springer, seconded by Commissioner Davies, to approve the elevation of Daniel L. Wagner, Superintendent of Public Works, from probationary status to permanent status. The motion was unanimously approved. The Board, staff, and audience congratulated Mr. Wagner. Mr. Wagner thanked the Board for the opportunity.

Mr. Wagner reported that current projects include mowing parks, fertilizing, aerating and seeding parks, and other park maintenance. Other jobs include installing and straightening signs, MS4 work, preparation for leaf season, street sweeping before and after rain events, and manhole and water cap protection rings. Completed jobs include irrigating as needed, finishing up fall paving, sealing up all paving seams and joints, building maintenance, cleaning up the shops, and finishing up the new F550, which is now in full service. Line painting will be scheduled soon, and work on 18B Old Reliance Farms and paving on Longview Drive will start Monday. Mr. Wagner stated that there are major infrastructure issues in the Township, including stormwater issues. The staff and Ms. Letavic have put together a plan to get these issues addressed. Mr. Wagner reminded the Board and residents that the dumpster will be open again on November 7, from 8:00 A.M. to Noon.

Mr. Wagner reported that there is \$35,000 in the fund for capital purchases. Substantial savings were realized this year due to the efforts of Township mechanic Rodger Mason. Mr. Wagner explained that the lawnmower is shot, and he would like to purchase a new one this year at a cost of approximately \$25,000. He asked if the Board would be willing to approve a request to use the remaining funds from Capital Purchases – Major for this purchase, and to offset other expenses. Vice President Wilt stated that he does not feel comfortable making a decision on this tonight, without having ample time and information to review it. The Board asked Mr. Wagner to provide further information for discussion and possible action at the next meeting.

A meeting was recently held with PennDOT regarding a proposed inlet on Route 230 and Wood Street. PennDOT is willing to work with the Township; the Township would purchase the inlet and pipe, and PennDOT would install it. It would basically be four sections of pipe and one inlet at a cost of approximately \$5,000. This could be taken from liquid fuels money. Mr. Wagner noted that the installation costs would be more than \$5,000. A motion was made by Commissioner Davies, seconded by Commissioner Springer, to approve the use of liquid fuels funds to purchase

pipe and an inlet for placement at the bottom of Route 230 and Wood Street. The motion was unanimously approved.

A spreadsheet of drainage/roadway improvement projects for 2015 through 2019 was distributed to the Board. Ms. Letavic explained that this is a five year projection, and is 11.9 million dollars' worth of work. She asked that the Board look at it closely and consider what the priorities are. The Board discussed possible funding sources for these projects, including Penn Vest and the Dauphin County Infrastructure Bank Program. Mr. Wagner added that this is not a wish list, but a reality of what is needed. He added that he plans to speak to the major utilities about these projects, in hopes of partnering with them and coordinating the work.

MANAGER'S REPORT:

Mr. Monticello referenced a letter from Benacon announcing that the Township will be receiving a \$50,731.00 surplus check for year 2014. In addition, the Township will be receiving a 2016 safety grant from the Susquehanna Municipal Trust for safety equipment including stands and cones. This is a \$497.00 matching grant; the Township will provide a 50/50 match.

ENGINEER'S REPORT:

Erin Letavic, HRG, reported that PennDOT has conditionally approved an updated signal timing permit plan for the Fulling Mill Road and Union Street Traffic Signal. The plan has been provided to Township for signature and submission to PennDOT to finalize the changes. The intersection will be programmed to run free from 2:30 P.M. – 6 PM instead of in coordination with the interchange signal, allowing for southbound traffic more opportunity for green light time. HRG will coordinate the change with Public Works upon final approval from PennDOT. Ms. Letavic updated the Board on the Strites Road Drainage project. An on-site meeting was held with United Water to coordinate its water line project with the stormwater improvements under concept design. An agricultural BMP, to reduce the volume of water directly discharged to the right-of-way from Strites Orchard, is also under concept design. A draft of the DEP grant application for roadside water quality BMPs is in front of the Board this evening. Ms. Letavic noted that the Township could gain points by putting up a percentage of the cost of this work. A motion was made by Commissioner Davies, seconded by Commissioner Springer, to approve submission of the DEP grant application for roadside water quality BMPs with the Township

putting up 10% of the costs toward this project (\$10,000 for \$100,000 of work). The expenditure will be worked into the 2016 budget. The motion was unanimously approved.

A staff meeting to discuss the Municipal Separate Storm Sewer System (MS4) was held on September 29. This winter, HRG will work with the planning staff to identify a procedure to inspect private BMPs (detention basins, rain gardens, swales, etc.) as required by the permit. Proactive construction-related inspections will also be incorporated into the BMP schedule.

Ms. Letavic referenced the Proposal for Engineering Services for a Truck Restriction study. She noted this document had been provided to the Board last year and asked Board direction on how to proceed. Commissioner Springer stated that he feels it is warranted to pursue the study on North Union Street due to the serious issues with truck traffic. Chief Brandt suggested that Stoner Drive be pursued too, since it is a definite problem area. A motion was made by Commissioner Springer, seconded by Commissioner Davies, to approve a proposal to perform a truck restriction study on North Union Street from State Route 283 to PA 441 (Oberlin Road) identified as Task 1 in the letter proposal at a total cost of \$4,450; and Stoner Drive from PA 441 (Oberlin Road) to Rosedale Avenue identified as Task 3 in the proposal letter at a total cost of \$1,650. The motion was unanimously approved.

SOLICITOR'S REPORT:

A motion was made by Vice President Wilt, seconded by Commissioner Davies, to approve consent to and waiver of the possible conflict of interest of Rhoads & Sinon LLP, which serves as both Solicitor for the Susquehanna Area Regional Airport Authority (SARAA) and, from time to time, as Special Bond Counsel for Lower Swatara Township. The motion was unanimously approved.

FINAL COMMENTS:

Bruce Harter, 1134 Strites Road, stated that he would like to provide input on the Strites Road drainage project since he has some concerns. Ms. Letavic agreed to meet with him to discuss this.

ADJOURN:

With no further business to discuss, a motion was made by Commissioner Springer, seconded by Vice President Wilt, to adjourn the meeting. The meeting adjourned at 9:44 P.M.

ATTEST:

A handwritten signature in black ink, appearing to read "Jean R. Arroyo". The signature is written in a cursive style with a large initial "J" and "A".

Jean R. Arroyo, Recording Secretary

