

MINUTES

NON-LEGISLATIVE MEETING -- SEPTEMBER 7, 2016

The September 7, 2016 Non-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 (absent at roll call – arrived at 8:00 P.M.)
- Anne Shambaugh, Manager
- Jean R. Arroyo, Secretary
- Peter R. Henninger, Solicitor
- Erin G. Letavic, HRG, Engineer
- Robert S. Greene, Planning and Zoning Coordinator
- Frank Williamson, Public Safety Director
- Daniel L. Wagner, Public Works Director

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

PUBLIC COMMENTS:

Ron Fisher, 220 Dauphin Street, thanked the staff for trying to help with the water issues by putting in stones near his mailbox. He anticipated, however, that they will create problems this winter. The rocks are large and the water may freeze, pushing them up and out onto the area he cleans with his snow blower. These rocks will do some serious damage to the snow blower. He added that this area really needs to be blacktopped. Mr. Fisher also advised the Board that it is extremely dark at the opening in the fence. Every time college starts up again, it seems the issue with the students trespassing onto his property gets worse. Just recently, several girls tried to go over the fence. Mr. Fisher explained this is a liability concern for him. President Mehaffie stated that with the new school year, the Township can again send letters to the student housing project owners (KGH and Lift Development) asking them to discourage students from trespassing. He asked Ms. Shambaugh to send a letter to both developers. Mr. Fisher added that he realizes the student housing projects are in both the Borough of Middletown and Lower

Swatara Township, and there is patrolling by both municipalities as well as Penn State. He suggested, however, there should be some type of centralized patrolling, perhaps a designated patrol of the entire student housing areas on an hourly basis, especially on the weekends. President Mehaffie explained that while the Township can patrol Lower Swatara, it cannot patrol the Middletown portion unless it receives a call for mutual aid. Frank Williamson, newly hired Public Safety Director, stated he would be happy to arrange a meeting with the entities to discuss this.

Bonnie Kiner, 544 N. Wood Street, agreed that the large rocks put in are a problem; they appear to be pushing the water more onto her property now. She also agreed with Mr. Fisher's comments that they will do damage to plows and snow blowers. President Mehaffie asked Mr. Wagner, who placed the stones, if it would be possible to asphalt this area. Mr. Wagner explained that the intent of the rocks is to help slow down the water. Blacktopping it may put the water back onto her property. President Mehaffie added that there was an issue on Nissley Drive a few years ago with water going into a driveway. When Nissley Drive was refinished, the curb was raised to prevent this. There is a bump when the owners go into their driveway, but it does divert the water. Perhaps this concept could be used here. Ms. Kiner stated that she would rather have the bump than the water/ice. She also addressed the need for lightening near the fence, and stated that Mr. Fisher did install some solar lights to help the students see to get through the gate. It is so dark that her son-in-law almost hit a student. It is very unsafe for the students walking down Dauphin Street and Wood Streets, since there are no sidewalks or street lights. Ms. Letavic was asked to look into this.

President Mehaffie asked Ms. Letavic to elaborate on the last meeting regarding the water issues in this area. Ms. Letavic reported that staff met on site with Matt Tunnell's landscaper and discussed extending the existing berm along the fence to get more of the drainage over to the pipe that runs north/south on Dauphin Street, with the intent of ponding more water on Mr. Tunnell's property. The idea is to retain the water on his site and try to infiltrate as much as possible, with the understanding that there will be some ponding back there. The Township did petition to provide some assistance during this work so that it can be assured that the drainage gets to where it should be. Mr. Fisher stated that a lot of the cause of the water problem is that the contractor put in a stone driveway – about 200 to 300 ton of stone -- by the fence. This should have been dug up and top soiled. That is where all the water is coming down through.

Ms. Letavic explained that this is actually going to be part of the new berm area. It will be a subtle berm. This is where the construction entrance was, and there were discussions with the developer about putting in a stone trench to create additional below-ground storage. The objective from day one was to put in the most cost effective best management practice possible. She stated that her understanding from the meeting is that if the berm does not work, the developer is willing to come back and explore other options.

REQUEST BY HERSHEY AREA UMPIRES ASSOCIATION TO USE BUILDING:

Dennis Fausey explained that he is a Township resident and member of the Hershey Area Umpires Association, which handles all umpiring for the Lower Swatara Township Athletic Association, along with Lower Paxton, East Hanover, Hershey, Palmyra and Elizabethtown. The organization is 58 strong, but usually has about 30 members attend the meetings which are always held on Sundays. The next meeting will most likely occur in January. Mr. Fausey asked if the Board would consider allowing use of its building for meeting purposes, as this would be an ideal location. President Mehaffie stated that he did not see a problem with the request, since the building is rarely used on Sundays. He asked that Mr. Fausey schedule the meetings in advance with Ms. Arroyo. A motion was made by Vice President Wilt, seconded by Commissioner Springer, to approve a request by the Hershey Area Umpires Association to use the Township's boardroom for meeting purposes. The motion was unanimously approved.

FIRE DEPARTMENT REPORT:

Chief Brown referenced the monthly report, and stated there were 43 total calls for the month of August with 263 personnel responding for an average of seven personnel per event.

The Department conducted fire extinguisher training for McKesson, 1400 AIP Drive. Six Township businesses now use the Fire Department for their training. The Department also worked with Sergeant Young to reserve the firehouse training center to support a community active shooter training class. The Department completed the application for the Dauphin County Gaming Grant.

Boat 591 (the inflatable boat) experienced a failure of a seam that was beyond repair. A replacement has been purchased and placed into service. Utility 591, which was donated by Gulf

Oil, has been equipped to make it functional for the fire police to use, and a plow was recently installed from the sale of the GMC pickup

Next month's Fire Prevention Week activities are scheduled. It will be a busy time, with participation in open houses at Middletown and HIA, as well as providing fire prevention activities at the schools. The Open House at the Lower Swatara Fire Station will be Thursday, October 13 from 6 P.M. to 8 P.M. President Mehaffie asked that Ms. Arroyo placed this on the website.

Upcoming events include the Ladies Auxiliary pork dinner on September 18, and participation in both the Penn State Harrisburg full scale exercise on September 30 and HIA's full scale exercise on September 24.

POLICE DEPARTMENT REPORT:

Frank Williamson, Public Safety Director, reported on statistics from August. There were 56 crimes reported, 17 Part 1 crimes and 39 Part 2 crimes. There were 599 calls for service, 19 arrests, 9 DUI arrests, and 40 traffic citations. Mr. Williamson added that there was a very nice article in the Press and Journal regarding Sergeant Young's Active Shooter training, which was provided to area businesses and also the School District.

A story about Sergeant Frantz will appear on Channel 8 news tomorrow. He responded to an ambulance call and talked the individual into going to the hospital. Had the individual not gone to the hospital that night, the doctor said he would not have survived.

At the last meeting, there were concerns expressed about speeding on Greenfield Drive. Prior to school opening, lines were painted there and traffic enforcement began. At least twenty cars were clocked, with an average speed of 32 miles per hour. No citations were issued yet.

Friday night, at an event in Steelton, one of the Township's police vehicles suffered a broken window. Steelton is investigating it, and the Township expects to get restitution.

Mr. Williamson stated that if it's okay with the Board, he would like to provide a more detailed report during the second monthly meeting. The reports are a bit tougher to finalize early in the month. President Mehaffie agreed that this can be placed on the agenda of the legislative meetings.

PLANNING AND ZONING REPORT:

Mr. Greene referenced the monthly reports on inspections and permits. Completed jobs include the new high school. The Planning Commission met on August 25. The agenda included the Final Land Development Plan for Uncle Bob's Self Storage located at the corner of Fulling Mill Road and Eisenhower Boulevard, File #2016-04, for the demolition of three storage units and the construction of a new two story storage unit. The plan was submitted by K&W Design Engineers on behalf of Sovran Acquisition, LTP. The Planning Commission recommended approval of three waivers and recommended conditional approval of the plan following Zoning Hearing Board approval for several variances. New Business on the Planning Commission's agenda included the Final Subdivision/Land Development plan for AVFLIGHT for construction of a new office building and hangar building located at HIA, File #2016-05. Plan was submitted by Hoover Engineering. The Planning Commission recommended approval of three waivers and conditional approval of the plan. A Public Meeting for the Comprehensive Plan was also a part of the last Planning Commission meeting. An open presentation/overview of the Comp Plan was given by Michelle Brummer followed by public input, questions and discussion period. The Planning Commission did not conclude its discussion and will continue to discuss the matter at the September 22 meeting, with expectations that it will make a recommendation to the Board of Commissioners. The Zoning Hearing Board met on July 14 to conduct a continued hearing for a zoning variance request from David Tshudy on behalf of Fritz Lee Dickerson, IV, Ashton C. Dickerson, Thomas Steele, Fritz Lee Dickerson, III, Ann M. Korb, Timothy S. Santoro, and Sherry L. Santoro. The applicants are requesting relief from Section 27-502 (permitted uses in the R-S District) to allow for commercial use and Section 27-508 (lot coverage regulations in the R-S District) to increase impervious area, of the Zoning Ordinance. A second continued hearing is scheduled for September 8 at 6:00 P.M. The Zoning Hearing Board conducted a hearing on August 10 for Uncle Bob's Self Storage located at 3271 Fulling Mill Road and made a recommendation to grant the following variances: #1 setback requirements for proposed building along the east and south property lines (Section 27-1005.4(A)); #2 internal building setback requirements (Section 27-1005.6); #3 allow portions of the new building and some paving areas within the landscape buffer along the side yards (Section 27-1005.9.A (2) and (3)); #4 –grant relief from the requirements for 10 feet landscape area along internal circulation drives (Section 27-1005.9.B); #5 to permit parking within the 30

feet landscape buffer at northeast and southwest ends of the building used for vehicle loading and unloading (Section 27-1006.A.(1)).

Mr. Greene noted that the Zoning Hearing Board members had also discussed the need to have the Board of Commissioners consider appointing an alternate member. Solicitor Henninger stated that he believes the Code of Ordinances allows the appointment of an alternate member. This would allow the present three-member board to meet in the event that only two members can attend. The other option would be to increase the Board to five members. Solicitor Henninger stated that he feels this might be the better option, since an alternate would rarely be needed but could be called into action without being familiar with the subject matter. President Mehaffie asked how the Board would proceed with changing the number to five members. Solicitor Henninger explained that it would require amendment to the zoning ordinance. The process would be to authorize the drafting of a very simple proposed amendment changing the Zoning Hearing Board from a three-member board to a five-member board. As an amendment to the zoning ordinance, it would need to go to both the County and Township Planning Commissions for comment. The Board would then have to advertise for a public hearing on the proposed amendment prior to formal adoption. Commissioner Springer stated his only concern is whether there would be individuals willing to serve in this capacity. President Mehaffie stated that he does not feel this will be a problem as there are always residents asking to participate. Commissioner Davies stated that during his tenure on the Zoning Hearing Board, he can only think of two times that it did not have its full complement of three. He agreed, however, that he can see advantages to the flexibility provided in having a five member board. Solicitor Henninger added that he knows Derry, Londonderry and Lower Paxton are examples of municipalities that have five member zoning hearing boards. A motion was made by Commissioner Davies, seconded by Vice President Wilt, to authorize the Solicitor to draft an ordinance to expand the Zoning Hearing Board from three to five members. The draft ordinance will be reviewed by the Board at the legislative meeting. The motion was unanimously approved.

Mr. Greene reported on a MS-4 situation at Souder's Mini Market. An illicit discharge of an unknown product was reported by Lester Lanman on August 8 at the Souder's Market located at 1100 Fulling Mill Road. Follow up measures were taken by Township staff that notified the property owner and DEP. As the result of DEP's investigation, a notice of violation was issued

on August 25 of discharge of petroleum product to the ground with potential to reach waters of the Commonwealth via the stormwater system which is a violation of the Clean Streams Law. The order calls for immediate clean-up of the site, submission of a written report within fifteen days and remediation action as needed.

Mr. Greene reported that Vice President Wilt had asked the staff to look at the situation regarding clear site triangles at intersections. This is addressed in the subdivision and land development ordinance. Mr. Greene stated that he is not sure how the Township would enforce it with property owners outside of that ordinance. Solicitor Henninger explained that if this involves things growing within the right of way, the Township can handle it. If the site triangle involves private property, the Township can force the property owner to trim it back.

Ms. Letavic explained that there is a clear site triangle and there is a triangle in land development plans which is based upon speed of oncoming traffic. The faster the speed, the more distance is needed for the driver to be able to see. If the situation is really bad, it would probably be good to take some measurements. Solicitor Henninger added that if it involves an older plan and this is not set forth on the subdivision and land development plan, the Township would probably have to ask the cooperation of the property owner if it is outside the right of way. Vice President Wilt stated there are a few intersections near his house that are dangerous. When he approaches them, it is hard to see when pulling out because of the high corn. Solicitor Henninger stated that while the property owner can plant within the right of way, the Township can ask that the plantings be removed if they are blocking site distances. Vice President Wilt stated that if the property owner does not cooperate, the Township should take measures to clear the intersection to make it safe. Solicitor Henninger agreed, but added that it is always a good practice to notify the property owner first. Mr. Greene asked Vice President Wilt to provide him with the specific intersection locations and he will check into them. Vice President Wilt agreed to do so, but added that there are problem areas throughout the Township, not just his area.

PUBLIC WORKS REPORT:

Mr. Wagner reported the Department has been quite busy. It is wrapping up the final touches to the storm water work on Nissley Drive. He added that Rogele did a great job and was nice to work with. The Department is taking down four dead trees at the Market Street playground, grinding out the stumps, and creating a better swale thru the park. Repairs are being

made to the storm right of way between Lexington Avenue and Market Street. A few more streets will be crack sealed. The soccer fields are being watered daily. Mr. Wagner reported that the water cannon had a major malfunction today and completely flooded the one end of the best field. This was a manufacturer's defect, and one is expected to be overnighed to the Township. Mr. Wagner added that the Township's expert on turf discourages watering in the evening after practices because of the mold issues. Therefore, the Department is now watering the fields once a day, which he does not like, but they are holding their own. He called the Board's attention to a truck that Township mechanic Rodger Mason rehabbed, which is out front this evening. He did a great job on it. Due to some mishaps, the Department is now behind schedule, so the second truck referenced in the written report is not completely finished. The Department put down crab grass control at Greenfield Park again along with several other parks. It painted all crosswalks in time for school starting. The new crosswalks in Old Reliance were laid out and all were painted with the exception of the one on Candlewycke Drive, which was recently paved. The Blacklatch Lane storm pipe replacement was completed. The Department did some clean-up after Opening Day at Greenfield Park, although the soccer association did a nice job themselves. Mr. Wagner reported that PennDOT had sent its annual letter regarding the winter maintenance contract. Mileage is about the same, although there is a slight bump in payment for the year. The contract is for \$17,229.30 for 9.14 linear miles. Mr. Wagner provided Solicitor Henninger a copy of last year's contract for comparison.

Mr. Wagner stated he had been advised that there were concerns expressed at the last meeting about the condition of Westerly Court after a project that was done by the water company in the Longview Acres area. He noted that he had looked at it and sees no issues. With the hot weather, some of the sealing along the edges of the strips where the pavement was done has pulled up. There is not much that can be done about this; hopefully the cooler weather will resolve the issue. President Mehaffie asked if it can be resealed while the cracker sealer is out again. Mr. Wagner stated that he can certainly look at it, but did not see any areas that need to be addressed.

The Township has been experiencing some issues with its reporting of street light problems to PPL. In the past, staff would create and fax work orders to PPL regarding lights which were out, and PPL usually responded promptly, two to three weeks max. Apparently PPL had some internal changes but failed to notify the entities that it deals with. Residents were wondering why their

reports to the Township about street light outages were not being addressed. The Township also had calls from Representative Payne's office wondering what was going on. They in turn called PPL and received a fast response. Mr. Wagner noted that there is now a plan in place with PPL, although he does not have a lot of confidence in it and feels that PPL needs to work on the system on its end. President Mehaffie asked if they are going to LEDs. Mr. Wagner responded that this is something that the Township can revisit with PPL during contract discussions.

Mr. Wagner stated that the dumpster will be available to residents on September 10 from 8:00 A.M. to Noon.

Commissioner Springer complimented the Public Works Department for the immaculate condition of the fields at Opening Day for soccer. Commissioner Davies agreed, and stated that he heard a lot of nice comments about the fields. In response to a question from President Mehaffie, Mr. Wagner agreed that there are plans to aerate and seed the fields, and advance notice will be provided to the soccer association.

President Mehaffie complimented the great job Pennsy Supply did with paving the roads. They were courteous and timely. He referenced the new basketball pole and backboard at the Old Reliance Park, and asked if the other side will also be replaced. Mr. Wagner explained that he is waiting to see if there is enough money in the budget to cover this, since he was concerned that there could be issues with other park equipment. The total cost for this would be around \$2,000. President Mehaffie also asked if there was a date set to retrofit the two parks. Ms. Letavic responded that there is not. The Township is waiting to receive the blessing from DCNR on the playground equipment and the poured in place rubber. There are also two contracts that need to be nailed down yet through Costars for lesser components of the project. The objective is to get the equipment and surfacing in this fall. Once DCNR gives authorization to proceed, the contractor has indicated it will need six to seven weeks leeway to mobilize. This will be about a two week project to complete both parks. The finishing work for the project probably won't happen until spring. Mr. Wagner stated that if the Board is okay with it, he would like to take out the old equipment now. Once leaf season starts, the Department's time will be very limited. President Mehaffie asked if the new equipment will be ready by fall. Ms. Letavic explained that it depends on DCNR. Ms. Shambaugh asked if the Township would negate its contract by removing the equipment now. Ms. Letavic responded that she does not feel it would. She added that she thinks they are willing to dispose of the old equipment. She agreed to look at the bidding documents again and make sure

that is not their work to do. President Mehaffie suggested the Board make a decision on this at the next meeting. In response to a question from President Mehaffie, Mr. Wagner stated that leaf collection this year may start mid/late October.

Solicitor Henninger noted that he had just looked at the winter maintenance agreement provided by Mr. Wagner and sees that it is a five year agreement that was entered into with PennDOT last year. Therefore, what was provided is just pricing for year 2 of 5. He recommended the Board approve the agreement tonight, provided it is for the same roads and distances. A motion was made by Commissioner Springer, seconded by Vice President Wilt, to approve the 2016-2017 Winter Maintenance Contract with PennDot. The motion was unanimously approved.

MANAGER'S REPORT:

Ms. Shambaugh stated the first item under her report is to request approval of the Peer Consultant Agreement between Lower Swatara Township and Tonya Brown, who is the consultant selected by DCNR for the Township's Peer to Peer Grant to assess all recreational facilities/fields within the Township and Middletown Area School District. The draft agreement had been forwarded to Solicitor Henninger for review. Solicitor Henninger stated that the agreement is ready for approval with two minor amendments. Reference to the "Board of Directors" on page 1 should be "Board of Commissioners" and reference to "borough's obligation" on page 5 should be "township's obligation". A motion was made by Vice President Wilt, seconded by Commissioner Davies, to approve the Peer Consultant Agreement between Lower Swatara Township and Tonya Brown subject to the two aforesaid editorial corrections. A roll call vote was taken: Commissioner Springer – aye, Commissioner Davies – aye, Vice President Wilt – aye, President Mehaffie – aye. The motion was approved by a 4 – 0 margin.

A motion was made by Commissioner Springer, seconded by Commissioner Davies, to approve Change Order #2 from Pennsy Supply for the 2016 Paving Contract. This change order reduces the contract to a "not-to-exceed" amount of \$265,000 which will match the contract and bond documents. The motion was unanimously approved.

A motion was made by Commissioner Davies, seconded by Vice President Wilt, to approve Change Order #3 from Pennsy Supply for the 2016 Paving Contract to add milling and paving of the "cul-de-sac" along Riverview Drive at an additional cost of \$5,300. The motion was unanimously approved.

A motion was made by Commissioner Springer, seconded by Commissioner Davies, to approve Change Order #4 from Pennsy Supply for the 2016 Paving Contract to add additional scratch course for Candlewycke Drive which will exceed the “not to exceed” amount of the contract by \$3,238.69. The motion was unanimously approved.

Ms. Shambaugh requested the Board table the next two items under the Manager’s Report, the request for approval of the Minimum Municipal Obligation estimate for 2017 for the Lower Swatara Township Police pension plan and the request for approval of the Minimum Municipal Obligation estimate for 2017 for the Lower Swatara Township Non-Uniform pension plan, until the September 21 meeting.

A motion was made by Commissioner Davies, seconded by Vice President Wilt, to approve a request for the Manager to work with the Solicitor on the Proposal Documents for the Waste and Recycling Contract for Lower Swatara Township which expires December 31, 2016. It was noted that Penn Waste’s final one year renewal extension expires at that time. The motion was unanimously approved.

A motion was made by Vice President Wilt, seconded by Commissioner Truntz, to approve Resolution No. 2016-R-16, a resolution authorizing Lower Swatara Township to file an application for a Dauphin County Local Share Municipal grant of \$51,000 for the Richardson Road bridge project. The motion was unanimously approved.

President Mehaffie asked Ms. Shambaugh and Mr. Henninger about the status of the easements for the Richardson Road bridge project. Solicitor Henninger reported that Brookside Mobile Home Park has indicated that the documents are with its attorney for review. He did not hear back yet from Elegant Marble Products or Mr. Byler at BBGY. Ms. Shambaugh added that she had spoken to Mr. Byler’s secretary. They are prepared to sign, but could not locate the documents. They have been re-forwarded via fax.

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

ENGINEER’S REPORT:

Erin Letavic, HRG, updated the Board on the Richardson Road Bridge (funded by DCIB Loan and Gaming Grant). A pre-construction meeting occurred on August 18. Fabrication of the

precast reinforced concrete box culverts, end sections, and manholes have been authorized to keep the schedule moving. Easements for the project need to be executed for construction to proceed.

A pre-application meeting occurred with the County on August 24 to discuss the Dauphin County Infrastructure Bank (DCIB) Loan Application – 2016 – for Highland Street and Summit Ridge Culverts. A loan application for 1.149 million is prepared for Board review, to be submitted on September 9, 2016. Estimates are based on concrete box culverts. During the pre-application meeting with the County, there was discussion about the County revamping its program and the fact that it will likely take time, if the Township decides to apply for a loan, to close on it. It is possible it could take until next summer until some of the funding terms come to fruition. In the past, the Township had applied for a ten-year loan. It is borrowing more this time, and it sounds like there may be flexibility for a longer term. The Township can request a longer term now, and once the County has its program specifics finalized, it can negotiate exactly how much and how long. The direction given by the County is that the Township should submit its application now if it is serious about these two projects. As the County gets things in order, it will contact the Township to discuss terms. Ms. Letavic noted that it is her understanding that the loans will continue to be low interest. A resolution for this application is before the Board tonight for consideration. Ms. Letavic added that there was also some discussion internally at HRG regarding the concept of having an open existing DCIB loan that may not be entirely spent. If the Richardson Road project goes according to plan with few or minor change orders, there could be extra dollars left in the loan. Part of the discussion with the County should be what to do if this happens and the possibility of using these funds to reduce expenses in other ways. Ms. Shambaugh asked Ms. Letavic if there has been a history of them allowing flexibility for projects across multiple years. Ms. Letavic stated that she knows of one or two instances. She added that her stance is that the Township can always ask and see what flexibility can be afforded. She agreed that the money probably cannot be used in drastically different ways. Solicitor Henninger agreed that the loan would probably have to be used in a manner very similar to what it was granted for. In response to a question from Ms. Shambaugh, Ms. Letavic explained that the application should be fine as is. It would be the terms of the loan upon closing that would be negotiated. Vice President Wilt suggested that if the project is substantially less than the loan amount, why not just reduce the amount of the payment. Ms. Letavic agreed this is an option too. President Mehaffie explained that the feeling is these funds could be useful if something crops up that was not anticipated, like these last two culverts.

Ms. Letavic agreed, and noted the Township is about three years out from getting either of those structures replaced. A discussion ensued on the best strategy for the loan term, and the Board agreed to revise the request to ask for a 15-year term. Ms. Letavic was asked to run some numbers with today's interest rates on a 10-year term versus 15-year term loan. A motion was made by Commissioner Davies, seconded by Vice President Wilt, to approve Resolution No. 2016-R-15. This resolution authorizes the filing of an application for a Dauphin County Infrastructure Bank loan request of \$1,149,000 to be used for the replacement of concrete box culvert structures at Highland Street and Richardson Road near Summit Ridge Drive. The motion was unanimously approved.

An update was provided on the Municipal Separate Storm System (MS4 Program). In September, in preparation for the new permit application due in September 2017, HRG will provide a budget for services needed in addition to the program-related contract. HRG attended a workshop coordinated by the Alliance for the Chesapeake Bay/University of Maryland Environmental Finance Center/Capital Region Council of Governments (CAPCOG) where collaborate approaches to solving stormwater finance issues were discussed. Two presentations from the workshop have been provided for the Board's information. The cooperative program initiated last month with Middletown, Royalton, Londonderry and Conewago was mentioned. A few other examples of collaboration was discussed: Lycoming County – county planning department technical assistance and MS4 workgroup meetings with ten municipalities; jointly fund an MS4 Specialist (County employee); York County – collaboration on a Regional Chesapeake Bay Pollutant Reduction Plan with shared project costs. Long-term stormwater financial options were also discussed: funding (grants, revenue collection) vs financing (bonds loans); stormwater expenses (stormwater program administration, education programs, technical support, engineering and planning, operation and maintenance, capital projects, regulation and enforcement); and a document called the Local Government Stormwater Financing Manual that can give municipalities ideas about this.

Ms. Letavic reported that due to the time frame it is taking to rely on Middletown Borough zoning map changes to prompt Lower Swatara zoning map changes, and the desire to have an updated zoning map for Township use for the Comprehensive Plan, it is recommended for staff to work with HRG and the Township Solicitor to correct the existing zoning map. The existing zoning map is based upon publicly available data and is not consistent or accurate, as demonstrated by the Middletown boundary map. Zoning identification errors were also discovered on the current map.

Ms. Letavic noted that HRG is asking for authorization to work together on correcting the map and providing the updated information to Dauphin County. No new zoning map changes are proposed. This is a correction to the digital information currently available for consistency with the last zoning map approved by the Township. Solicitor Henninger noted the biggest discrepancy is what the County map shows for the Wilson Street Bridge area; it is completely wrong. Commissioner Davies stated that he is curious to see if this impacts the amount of long term parking spaces at the Airport, since revenues are split between the Borough and Township based on the Borough line. Solicitor Henninger stated that he does not feel this will be impacted. In response to a question from Commissioner Truntz, Ms. Letavic stated that she is not sure of the cost at this point. Much of the work can probably be done by Mr. Greene, Planning and Zoning Officer. A motion was made by Commissioner Davies, seconded by Commissioner Springer, to approve authorization for HRG to work with staff and the Township Solicitor to correct the existing zoning map (no new zoning changes are proposed – this is a correction to the digital information currently available for consistency with the last zoning map approved by the Township). The motion was unanimously approved. President Mehaffie asked that Solicitor Henninger and Ms. Letavic keep the Board abreast financially.

SOLICITORS REPORT:

Solicitor Henninger reported that the agenda includes taking action on the Swatara Creek Greenway Partner in Stewardship Pledge with the Manada Conservancy. He had met with Steve Letavic, Manager at Londonderry Township, which had already take the pledge, to discuss this item. The pledge is to attempt to maintain a buffer of at least 35' along the Swatara Creek. It is a three year commitment, but there is no financial commitment involved. Taking the pledge affords a great opportunity for joint projects between municipalities on both sides of the creek, such as plantings. Solicitor Henninger stated that he feels comfortable recommending it. He added that Mr. Letavic had also offered to have Alison Funk from the Londonderry Township office attend a future Board meeting to discuss a potential joint project. The Board agreed to have Ms. Funk attend the October workshop meeting. A motion was made by Vice President Wilt, seconded by Commissioner Truntz, to approve taking the Swatara Greenway Partner in Stewardship Pledge with the Manda Conservancy. The motion was unanimously approved.

Solicitor Henninger reported that the Township had received a letter from the Dauphin County Tax Claim Bureau regarding 62 Manny Drive, which is in the Brookside Mobile Home Park. The taxes have not been paid on this mobile home for the last five years, so the property went to tax sale. It did not sell, so the Brookside Mobile Home Park has made a repository property minimum offer of \$500. Total taxes owed the Township from 2011 through 2016 equate to \$150.94. Solicitor Henninger recommended approval of the repository property minimum offer in order for Brookside to get the mobile home occupied again and back on the tax rolls. A motion was made by Commissioner Truntz, seconded by Commissioner Davies, to approve a repository property offer of \$500.00 by Brookside Mobile Home Park for 62 Manny Drive, parcel 36-007-018-062-0242. The motion was unanimously approved.

As previously mentioned, Solicitor Henninger requested to meet with the Board in executive session this evening in order to discuss a real estate matter relative to the Richardson Road Bridge.

President Mehaffie acknowledged the resignation of Jim Gingrich from the Municipal Authority Board. Mr. Gingrich, who is moving from the area, served on the Authority for almost thirty years and has been a great servant to the Township. President Mehaffie thanked him and wished him and his family well. A motion was made by Vice President Wilt to accept the resignation of James R. Gingrich from the Municipal Authority. Commissioner Truntz reluctantly seconded the motion, and the motion was unanimously approved.

President Mehaffie stated that in front of the Board this evening is a letter of interest from Scott Spangler who would like to fill this vacancy. Mr. Spangler is a long-time resident and retired from the Steelton Borough. Commissioner Truntz added that he has known Mr. Spangler for many years, and stated that he dedicates a lot of time to the community and brings with him much municipal experience. A motion was made by Commissioner Truntz, seconded by Commissioner Wilt, to approve the appointment of Scott Spangler to an unexpired term of office on the Municipal Authority created by the resignation of James Gingrich. The motion was unanimously approved. President Mehaffie asked Ms. Shambaugh to send Mr. Spangler a letter of appointment.

FINAL COMMENTS:

Ms. Letavic acknowledged that Tropical Storm Lee happened five years ago this week. Those that were involved will never forget it.

Commissioner Truntz thanked Jim Gingrich for his many years of faithful service on the Municipal Authority, and added that it was an honor to serve with him during the time that he also served on the Authority. Commissioner Truntz also thanked everyone for coming tonight.

Commissioner Springer thanked the public for attending tonight, and noted it was great to see everyone.

Vice President Wilt echoed the comments of Commissioners Truntz and Springer, and also welcomed Frank Williamson on board as the new Public Safety Director.

Commissioner Davies also welcomed Mr. Williamson to his new role, and noted that the Township is looking forward to a long and productive relationship with him.

Solicitor Henninger agreed that Mr. Gingrich will be missed, and also welcomed Mr. Williamson on board. He agreed with Mr. Williamson's comments that the article in the Press & Journal by Eric Wise regarding Scott Young's active shooter training was excellent. He added that he is personally looking forward to attending one of these public sessions.

ADJOURN AND CONVENE INTO EXECUTIVE SESSION:

Hearing no other business, a motion was made by Vice President Wilt, seconded by Commissioner Truntz, to adjourn the meeting and convene into executive session. The motion was unanimously approved, and the meeting adjourned at 8:38 P.M.

ATTEST:



Jean R. Arroyo
Township Secretary

