

REGULAR MEETING:

Citizens Input –

Autumnwood Drive Residents

Kevin Little who resides at 78 Autumnwood Drive expressed concerns about a possible Air B and B/Short Term Rental in the neighborhood. Laura Little, Steve Fulton and George Studenroth, additional residents of Autumnwood Drive, also expressed concerns. Township Solicitor Jim Diamond, Esq. informed the attendees of the process outlined in the Township's Ordinances and that their issues would be further addressed by the Planning Commission at their next meeting and through proposed ordinances at a Public Meeting scheduled for the future.

Approval of Minutes – November 06, 2023 Board of Supervisors Meeting
November 21, 2023 Board of Supervisors Work Session

November 06, 2023 Board of Supervisors Meeting

Supervisor Ron Kopp, Member made the motion to approve the November 06, 2023 Board of Supervisors Regular Meeting minutes as presented. Secretary/Treasurer Mike Geyer, Member, seconded the motion.

Call for discussion: None

All in favor. Motion carried.

November 21, 2023 Board of Supervisors Work Session

Supervisor Bart Shellenhamer, Member, made the motion to approve the November 21, 2023 Board of Supervisors Work Session minutes as presented. Vice Chair Mel Hershey, Member, seconded the motion to approve the minutes.

Call for discussion: None .

All in favor. Motion carried

Manager's Report – Steve Letavic

Approval of the Re-proposed 2024 Township Budget

Township Manager Steve Letavic informed the Board that the motion to approve the Re-proposed 2024 Township Budget would be tabled until the December 19, 2023 Board Work Session.

Renewal of the Ambulance Agreement between Londonderry Township and South Central Emergency Services

Township Manager Steve Letavic asked Supervisor Bart Shellenhamer to provide details concerning the Renewal of the Ambulance Agreement between Londonderry

Township and South Central Emergency Services. Supervisor Bart Shellenhamer, Member asked the Board for a motion to approve the Renewal of the Ambulance Agreement between Londonderry Township and South Central Emergency Services. The motion was seconded by Secretary/Treasurer Mike Geyer, Member.

Motion to approve the Renewal of the Ambulance Agreement between Londonderry Township and South Central Emergency Services

Call for discussion: None .

All in favor. Motion carried

Hamilton & Musser, P.C. Contract

Township Manager Steve Letavic asked for a motion from the Board to approve the Hamilton & Musser, P.C. contract for auditing services. Solicitor Jim Diamond, Esq. recommended that the Arbitration and Prevailing Party Claus be struck from the proposed contract. Supervisor Mel Hershey, Member, made the motion to approve the Hamilton & Musser, P.C. contract for auditing services with legal recommendations. The motion was seconded by Supervisor Bart Shellenhamer, Member.

Motion to approve the Hamilton & Musser, P.C. contract for auditing services with legal recommendations.

Call for discussion: None .

All in favor. Motion carried

Treasurer’s Report – Steve Letavic

Township Manager Steve Letavic asked the Board for approval to pay the bills as presented.

Payment of Invoices:

FUND	Checks written in November 2023 for Supervisor approval
General Fund	\$ 156,730.37
LVFC Capital Construction Fund	\$
Escrow Fund	\$ 32,715.85
Capital and Operating Fund	\$ 0.00
Fire Company Fund	\$ 0.00
Paving Fund	\$ 0.00
MS4 Fund	\$ 0.00
Golf Course Fund	\$ 146,272.53
Debt Service Fund	\$ 13,168.86
Liquid Fuels Fund	\$ 9,379.00
Capital Projects Fund	\$ 254,248.90
ME2 Fund	\$ 7,416.60
PennVEST Fund	\$ 0.00
Total by when written	\$ 619,932.11

Vice Chair Mel Hershey, Member, made the motion to approve payment of the bills as presented. Supervisor Ron Kopp, Member seconded the motion.

Call for discussion -- None

The motion was approved.

Zoning/Codes – Michael Wood, P.E., HRG

Mike Wood, P.E. informed the Board that the Mike Buggy and Rekha Tolani Subdivision plans would be further discussed at the December 18, 2023 Planning Commission meeting.

MS-4 Environmental Department – Monique Dykman

Progress Report for Environmental MS4 Department December

- Conewago Bio Blitz Sunday June 9th from 12-9pm; Part of Lancaster Water Week. Will collect data on birds, reptile/amphibians, fish, mammals, plants. Hopefully engaging 80 volunteers over 9 hours.
- Conewago Darter planned for October 12th, 2024 with new route.
- Had meeting with NFWF Grant to discuss reimbursements; awaiting reimbursements from Growing Greener.
- Worked with LandStudies to remove invasive species encroaching on Sunset Park.

HRG Retainer Agreement to apply for SBRC's Consumption Mitigation Grant for the Conewago Creek Floodplain Restoration.

MS-4 Specialist Monique Dykman asked the Board for a motion to approve the HRG Retainer Agreement to apply for SBRC's Consumption Mitigation Grant for the Conewago Creek Floodplain Restoration. The motion was tabled until further notice.

Public Works Report – Andy Brandt

Progress Report for Public Works Department 10-22 to 11-24-2023

- Weekly: truck & equipment pm checks, Toolbox Safety Talks
- Bi-weekly road checks
- Iron Mine Rd: excavated around inlet, placed rock around inlet, cleaned dirt from inlet
- Repaired/replaced street signs as needed
- Mowed in Sunset Park & Twp. properties
- Crew attended CPR/AED training
- Removed dead trees from Brinser Rd
- Screened topsoil on Hoffer Rd and hauled to PWB
- Mowed roadsides
- 1 man worked on golf course
- Removed silt sock from Foxianna Rd
- Cleaned woody debris from gutters on Cola Rd
- Placed salt gear on trucks and made sure they work

- Truck & equipment maintenance
- Built new metal rack for leaf blower
- Hauled brush & weeds from compost yard to dump
- Lawn restoration in Braeburn Park where storm sewer was installed
- Cold patched pot holes
- Blew leaves from roadside gutters
- Winterized Sunset Park
- Installed snow fence on Schoolhouse Rd and on Zion Rd.
- Removed downed trees from the Swatara Creek Rd buffers

Monthly Planner

- Weekly: truck & equipment checks, Toolbox Safety talks
- Bi-weekly: road checks
- Repair/replace street signs as needed
- Vacuum leaves & debris from roadside gutters
- Winter road maintenance
- Truck & equipment repairs, as needed
- Street sign repairs, as needed

Golf Course and Bar & Grill Report - Sam Risteff

November 2023 Financial Report

Mr. Risteff, Golf Course Manager, provided the operating results for the month of November.

Engineer's Report – Andrew Kenworthy, P.E.

Londonderry Phase 2 Sewer Extension – DTMA Memorandum of Understanding
Township Engineer Andrew Kenworthy, P.E. informed the Board that DTMA would like the Township to consider entering into a non-binding letter of intent to DTMA to enter into a Memorandum of Understanding to begin the process of Phase 2 Sewer Extension.

Vice Chair Mel Hershey, Member, made the motion to a enter into a non-binding letter of intent to DTMA to enter into a Memorandum of Understanding to begin the process of Phase 2 Sewer Extension as presented. Supervisor Bart Shellenhamer, Member seconded the motion.

Call for discussion -- None

The motion was approved.

Future Plans

Township Engineer Andrew Kenworthy, P.E. informed the Board that he would be providing a memo of future plans to be presented at the December 2023 Work Session.

Solicitor's Report – Jim Diamond, Esq.

Potential Amendment to Zoning Map Per MPC Procedure to Extend Adjacent C-2 District to Cover DTMA Pump Station Lot

Solicitor Jim Diamond, Esq. introduced Jill Nagy, Esq. who discussed a request to the Board for a motion to approve/disapprove/table proposed Ordinance 2023-03 pursuing the MPC adoption process for a potential amendment to the zoning ordinance to modify certain buffer yard requirements in the form as drafted for discussion by the Solicitor, or with revisions.

Supervisor Bart Shellenhamer, Member, made the motion to accept proposed Ordinance 2023-03 pursuing the MPC adoption process for a potential amendment to the zoning ordinance to modify certain buffer yard requirements in the form as drafted for discussion by the Solicitor, or with revisions. Secretary/Treasurer Mike Geyer, Member seconded the motion.

Call for discussion -- None

The motion was approved.

Motion to approve/disapprove/table Resolution 2023-18 to approve the duties of the Public Safety Coordinator position being created.

Township Solicitor Jim Diamond, Esq. requested the Board re-order the agenda for the proposed motion to approve Resolution 2023-18 to approve the duties of the Public Safety Coordinator position to be moved to the Executive Session.

Motion to approve/disapprove/table action on the proposed Agreement from the Humane Society of Harrisburg Area to provide domestic animal protective services to the Township for 2024.

Township Solicitor Jim Diamond, Esq. asked the Board for a motion to approve action on the proposed Agreement from the Humane Society of Harrisburg Area to provide domestic animal protective services to the Township for 2024. Supervisor Bart Shellenhamer, Member, made the motion to approve the proposed Agreement from the Humane Society of Harrisburg Area to provide domestic animal protective services to the Township for 2024. Secretary/Treasurer Mike Geyer, Member seconded the motion.

Call for discussion -- None

The motion was approved.

Motion to approve/disapprove/table a Resolution 2023-19 to Amend the Fee Schedule to update the Fee in Lieu of Dedication for Recreation and Open Space provided for in Section 22-410.5.A to \$3,000 per residential dwelling unit as recommended by HRG, effective immediately.

Township Solicitor Jim Diamond, Esq. asked the Board for a motion to approve/disapprove/table a Resolution 2023-19 to Amend the Fee Schedule to update the Fee in Lieu of Dedication for Recreation and Open Space provided for in Section 22-410.5.A to \$3,000 per residential dwelling unit as recommended by HRG, effective immediately. The motion was amended to change the per residential dwelling unit fee to \$2,200. Supervisor Bart Shellenhamer, Member, made the motion as amended to approve as presented. Secretary Mike Geyer, Member seconded the motion.

Call for discussion – Vice Chair Mel Hershey, Member and Supervisor Ron Kopp, Member voted to disapprove the motion.

The motion was approved.

Motion to approve/disapprove/table action on ratification of the execution by the Township of the First Amendment to the Grant Agreement for Grant No. C00084975 between the Township and Commonwealth Financing Authority.

Township Solicitor Jim Diamond, Esq. will ask the Board for a motion to approve ratification of the execution by the Township of the First Amendment to the Grant Agreement for Grant No. C00084975 between the Township and Commonwealth Financing Authority.

Vice Chair Mel Hershey, Member made the motion to approve ratification of the execution by the Township of the First Amendment to the Grant Agreement for Grant No. C00084975 between the Township and Commonwealth Financing Authority which was approved on November 8, 2023. The motion was seconded by Supervisor Ron Kopp, Member.

Vice Chair Mel Hershey, Member, made the motion to approve as presented. Supervisor Ron Kopp, Member seconded the motion.

Call for discussion -- None

The motion was approved.

Motion to approve/disapprove/table action on an agreement providing for the month-to-month extension of the Township Manager retirement date.

Township Solicitor Jim Diamond, Esq. requested the Board re-order the agenda for the proposed motion to approve/disapprove/table action on an agreement providing for the

month-to-month extension of the Township Manager retirement date to the Executive Session.

EMA Report – Bart Shellenhamer -- None

New Business

Confirmation of Members of Building Renovations Steering Group – Mike Geyer

Secretary/Treasurer Mike Geyer informed the Board that in addition to himself, Ed Kazlauskas, Andy Brandt, Monique Dykman, Angie Evans and Fran Reh will participate in the Building Renovations Steering Group.

The group will meet again with Architect Jim Crum later this month.

Old Business --

Vice Chair Mel Hershey, Member informed the Board that there are vacancies for an alternate member on the Planning Commission and a member and alternate member for the Zoning Hearing Board.


Executive Session

"THE BOARD OF SUPERVISORS RESERVES THE RIGHT PURSUANT TO ACT 84 OF 1986 AS AMENDED TO HOLD EXECUTIVE SESSIONS BETWEEN THE TIMES OF THE BOARD'S OPEN MEETING FOR ANY PURPOSE AUTHORIZED BY STATUTE"

The Board of Supervisors Regular Meeting recessed at 9:13 p.m. to begin the Executive Session. to discuss a personnel matter with legal counsel. The Board of Supervisors adjourned the Executive Session at 9:45 p.m., and returned to the Regular Meeting.

Adjournment

Secretary/Treasurer Mike Geyer made the motion to adjourn the Regular Meeting at 9:48 p.m. and it was seconded by Supervisor Bart Shellenhamer, Member. The meeting was adjourned.



Secretary/fr