

Approval of Minutes – October 6, 2023 Board of Supervisors Meeting
October 17, 2023 Board of Supervisors Work Session

October 6, 2023 Board of Supervisors Meeting

Treasurer Mike Geyer, Member, made the motion to approve the October 6, 2023 Board of Supervisors Regular Meeting minutes as presented with one correction in the spelling of Fire Police member Mario Palermo's name. Supervisor Bart Shellenhamer, Member, seconded the motion to approve the minutes as corrected.

Call for discussion: None

All in favor. Motion carried.

October 17, 2023 Board of Supervisors Work Session

Supervisor Bart Shellenhamer, Member, made the motion to approve October 17, 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 – Brian Marchuck

Reapproval of the Proposed 2024 Township Budget

Mr. Marchuck asked the Board for a motion to reapprove and hang the Proposed Amended 2024 Township Budget. Vice Chair Mel Hershey, Member, and Treasurer Mike Geyer, Member, declared that the Proposed Amended Budget only added one-line item for hiring a Township Manager, and there were no other additions or corrections to the Proposed Amended 2024 Budget. Vice Chair Mel Hershey, Member, made the motion to reapprove the Proposed Amended 2024 Township Budget. Treasurer Mike Geyer, Member seconded the motion.

Call for discussion: Vice Chair Hershey clarified the discussions with the Budget Committee on the Fund Narratives that the Board received and how his report confirmed the budget discussions.

All in favor. Motion carried.

Proposed Resolution 2023-17 – Appointment of Township Secretary

Mr. Marchuck asked the Board to approve Proposed Resolution 2023-17 to appoint Michael Geyer as Township Secretary.

Supervisor Shellenhamer, Member, made the motion to approve Proposed Resolution 2023-17 – to appoint Michael Geyer as Township Secretary. Supervisor Kopp, Member seconded the motion.

Call for discussion: Treasurer Mike Geyer recused himself from voting.

All in favor. Motion carried.

Treasurer’s Report – Brian Marchuck

Mr. Marchuck asked for approval to pay the bills as presented.

Payment of Invoices:

FUND	Checks written in October 2023 for Supervisor approval
General Fund	\$ 318,970.49
LVFC Capital Construction Fund	\$ 5,000.00
Escrow Fund	\$ 8,712.40
Capital and Operating Fund	\$ 0.00
Fire Company Fund	\$ 0.00
Paving Fund	\$ 0.00
MS4 Fund	\$ 0.00
Golf Course Fund	\$ 66,639.53
Debt Service Fund	\$ 19,117.40
Liquid Fuels Fund	\$ 27,742.20
Capital Projects Fund	\$ 256,905.25
ME2 Fund	\$ 0.00
PennVEST Fund	\$ 0.00
Total by when written	\$ 710,303.87

Vice Chair Hershey, Member, commented that payments of \$124,000.00 to the LDFC and \$32,709 for the Fireman's Relief Fund were taken from the General Fund. In addition, Vice Chair Hershey, Member, expressed concerns for funds from the Capital Projects fund which are to be used for additional projects. Mr. Marchuck will have more information for Mr. Hershey at the next budget meeting.

Vice Chair Hershey, Member, made the motion to approve payment of the bills for October 2023 as presented. Supervisor Shellenhamer, Member seconded the motion.

Call for discussion -- None

The motion was approved.

Zoning/Codes – Andrew Kenworthy, P.E., HRG

- **Consider release of Escrow - 2455 Steinruck Road SWMP**

Township Engineer Andrew Kenworth, P.E. informed the Board that an inspection was performed and HRG recommends the reducing the amount held in escrow by \$20,271 - leaving a balance of \$2,420.

Vice Chair Hershey, Member made the motion to approve the reduction of the construction escrow in the amount of \$20,271, leaving a balance of \$2,420 - for the property at 2455 Steinruck Road. Supervisor Shellenhamer, Member, seconded the motion.

Call for discussion: None

The motion was approved.

- **Consider release of Escrow – 2576 Brinser Road SWMP**

Township Engineer Kenworthy, P.E. informed the Board that an inspection was performed and HRG recommends the release of the remaining escrow.

Supervisor Kopp, Member, made the motion to approve the release of construction escrow in the amount of \$21,185 for the property at 2576 Brinser Road. Treasurer Geyer, Member, seconded the motion.

Call for discussion: None

The motion was approved.

- **Consider release of Improvement Guarantee – Vision Ventures Development**

Engineer Kenworthy, P.E. informed the Board that an inspection was performed and HRG recommends the release of the remaining financial security in the amount of \$1,200,171.

Township Solicitor Diamond confirmed for the record that the inspection was done legally and proper under the MPC.

Supervisor Shellenhamer, Member made the motion to approve the release of the improvement guarantee in the amount of \$1,200,171 in conjunction with the Vision Ventures Development Land Development Plan. Vice Chair Hershey, Member, seconded the motion.

Call for discussion: Supervisor Kopp, Member inquired if all the site improvements were completed. Mr. Kenworthy confirmed the site improvement projects were done.

The motion was approved.

MS-4 Environmental Department – Monique Dykman

Progress Report for Environmental MS4 Department November

- Applied for new SRBC Grant - Stream & Watershed Enhancement Grant Program – for \$5,000 to fund Conewago Darter (October 2024) and Conewago Bio Blitz (June 2024)
- Closed Lancaster CAP Grant to fund Meadow Expansion
- Assisted with Official Map Planning
- Kick off meeting for Park & Rec Comprehensive Plan
- Hosted two Conewago Site Tours – Advertised in Newsletter & with MS4 Workgroup

Public Works Report – Andy Brandt

Progress Report for Public Works Department 09-17 to 10-21-2023

- Weekly: truck & equipment checks, Toolbox Safety talks, mow Township properties
- Bi-weekly: road checks
- Mowed fields on Hoffer Rd
- 1 man worked on golf course

- Trimmed trees in Londonderry Twp. w/help from Conewago Twp.
- Hauled mini excavator to E-Town Boro. for them to used
- 1-man flail mowed in Middletown Boro. for 1 day
- Mowed roadsides
- Calibrated water meter on Water St. Passed
- ECI: called in for traffic signal issues. Issues resolved
- Set up truck for crack sealing
- Crack sealed in Londonderry Twp. & Conewago Twp. for 1 week in each Twp.
- Trimmed trees in Conewago Twp. for 3 days
- Cold patched pot holes
- Hauled brush & grass from recycle yard to dump
- Andy met w/Chris Hooper from Dauphin County's LVDGR program. Foxianna Rd project is finalized and he will be sending the final payment

Monthly Planner

- Weekly: truck & equipment checks, Toolbox Safety talks
- Bi-weekly: road checks
- Repair/replace street signs as needed
- Mow Township properties
- Close Sunset Park
- Crew will attend CPR/AED training
- Screen topsoil
- Tree trimming
- Install snow fence
- Blow/vacuum leaves from roadside gutters

Permits Issued

- Driveway Repair Permit: 3179 Steinruck Rd \$30.00
- Emergency Access driveway permit issued for 3327 E Harrisburg Pk. \$45.00
- Emergency Access driveway permit issued for 1495 E Harrisburg Pk. \$45.00

Golf Course and Bar & Grill Report - Sam Risteff

October 2023 Financial Report

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

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

Rt. 230 Sewer Line Update

Township Engineer Kenworthy, P.E. informed the Board that Residents who have yet to connect to the Sewer Line along the Rt. 230 have received second notices from HRG. HRG is working closely with DTMA on that effort. Vice Chair Hershey, Member asked when Pine Manor and Cedar Manor are expected to connect to the Sewer Line. Engineer Kenworthy, P.E. stated that HRG is in the process of negotiating with the Parks for a specific date.

Swatara Creek Road Grant Update

HRG will be presenting a grant request to the Dauphin Co. Gaming Advisory Committee on November 8, 2023 for consideration of additional grant monies for stormwater funding.

Comprehensive Plan Update

Engineer Kenworthy, P.E. apprised the Board that part of the effort is to establish an Official Map to identify certain areas within the Township. HRG will work with the Township Solicitor to develop any proposed Ordinances. The next meeting will be held in December.

Solicitor's Report – Jim Diamond, Esq.

Introduction of Solicitor

Ms. Brett Flowers was introduced to the Board. She will assist as needed.

Proposed Change of Work Session Dates

Due to a conflict with another Municipality, the Board will discuss changing the 2024 Work Session dates to the third Wednesday of the month.

EMA Report – Bart Shellenhamer None

New Business -- None

Old Business -- None

Adjournment

Treasurer Mike Geyer Member, made the motion to adjourn the Regular Board of Supervisors Meeting. Supervisor Shellenhamer, Member, seconded the motion. The meeting was adjourned at 7:37 p.m.

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"

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An Executive Session was held at 7:37 p.m. to discuss personnel issues. It concluded at 9:37.p.m.

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A handwritten signature in cursive script, appearing to read "Michael Leger".

Secretary/fr