Londonderry Township Board of Supervisors
Work Session Minutes
January 18, 2012
7:00pm

The Londonderry Township Board of Supervisors held their Work Session meeting on January 18, 2012 beginning at 7:00pm, at the Municipal Building located at 783 South Geyers Church Road, Middletown, Pa 17057.

Present:
Ronald Kopp, Vice Chair
Bart Shellenhamer, Member
Mike Geyer, Member
Stephan Letavic, Township Manager
Darrin Robinson, Zoning/Codes Officer
John Kesler, Public Works Director
Andrew Kenworthy, Engineer

Excused Absence: Anna Dale, Member; Andy Doherty, Chair; Beth Graham, Office Manager; Deana Corrigan, Treasurer, Peter Henninger, Solicitor

Citizen's Input
None

Approval of Minutes – January 3, 2012
Mr. Geyer motioned to approve the minutes with a correction on page 2 removing the Fire Police Officer appointment which was placed in the minutes in error, Mr. Shellenhamer seconded. Motion approved.

Manager's Report – Steve Letavic
Fire Police Approval
Mr. Shellenhamer motioned to appoint William Slabonik as a Fire Police Officer, Mr. Geyer seconded. Motion approved.

Project Update
Mr. Letavic had asked Mr. Kenworthy to put a report together including an update on the bridge projects and the 537 Plan. The report was given to each of the Supervisors and he asked that upon their review they contact him with any questions.

Workflow Calendar
Mr. Letavic is working with department heads on implementing the major projects that were presented in the budget to be put into the workflow calendar for the year. Once the budget plan is married to the workflow calendar it will be distributed showing what's been budgeted, what will be done and when it will be done.

Code/Zoning Officers Report – Darrin Robinson
Inspection Districts
Mr. Robinson informed the board that he has divided the township into four districts and each week he will travel thru a different district. This will allow him to become familiar with the municipality, implementation of the MS4 and also assess code violations.

Plan Storage
Mr. Robinson informed the board of the newly installed storage units located in the Municipal Office that will provide storage and organization of construction plans.

OLSDS (On-Lot Sewage Disposal System)
Mr. Robinson stated that he and Steve Letavic will be meeting next week with Yvonne Bekelja, Swatara Twp. OLSDS Administrator, to review how they have implemented and administered the program.

Mr. Letavic informed the board that he believes Londonderry Township will have to implement the program by January 2013 and so they are beginning to research what surrounding municipalities are doing to be able to best implement it in our municipality. He stated that we want to meet the intent of the law without going beyond.

Safety Committee
Mr. Robinson informed the board that he has spoken with Penn Safe to set up training for the committee members, goals for 2012 have been set and he is looking for funding to purchase an AED for the golf course as well as the municipal building.

Engineers Report – Andrew Kenworthy
Round Top Road
Notice to proceed was given to the contractor effective January 5 and they are currently working on the project.

Foxianna Road
Design work is essentially complete, GP-11 application was submitted, anticipate having completed plans and project manual by January 31 and to start the project in April.

On-Lot Ordinance
HRG will schedule a meeting with the township to review and discuss the draft ordinance and develop a schedule for implementation to include in the ordinance. Preliminary schedule has this ordinance being implemented.

ACT 537 Plan
DEP has approved the report and associated plan preparation cost estimate. A Draft Act 537 Plan Update is scheduled to be to the Board of Supervisors by June.

Emergency Generator Containment
Design is complete, final plan detailing being completed, final plans to be delivered to Township by February 15.

Mr. Geyer motioned to adjourn at 7:35pm., Mr. Shellenhamer seconded. Motion approved.