

Londonderry Township Board of Supervisors

Meeting Minutes

June 4, 2012

The Londonderry Township Board of Supervisors held their regular scheduled meeting on Monday, June 4, 2012, at the Municipal Building, 783 South Geyers Church Road, Middletown, Pennsylvania, beginning at 7:00 p.m.

Present: Andy Doherty, Chairman
Ronald Kopp, Vice Chairman
Anna Dale, Member
Bart Shellenhamer, Member
Mike Geyer, Member
Steve Letavic, Township Manager
Darrin Robinson, Code/Zoning Officer
Jim Jenkins, Treasurer
Peter Henninger, Solicitor
Andrew Kenworthy, Engineer

Absent: Beth Graham, Office Manager; Mike Johnson, GC Manager

Salute the Flag

Citizen's Input

Approval of Minutes – May 7, 2012

Mr. Shellenhamer motioned to approve the May 7, 2012 minutes, Mrs. Dale seconded the motion. Motion approved.

Manager's Report – Steve Letavic

Fire Police Appointment – Harold Royer

Mr. Kopp motioned to appoint Harold Royer as a Special Fire Police Officer, Mrs. Dale seconded. Motion appointment.

Stars & Stripes Update

The Stars & Stripes event is scheduled for June 30, 2012. Fundraising is under way. There will be a band in the park and a band at Sunset Bar & Grill followed by fireworks. As in the past, this event is held to bring our community together and honor our soldiers and veterans, and also to raise funds to support the Lebanon Veterans Administration Hospital.

Hazard Mitigation Grant

Mr. Letavic announced that he was notified today that Londonderry Township has been awarded \$1,166,863.00 for the purchase of 10 homes along Swatara Creek Road that were substantially damaged from Hurricane Lee in 2011. It will take approximately 4-8 weeks until the settlement process begins. There is a remaining 4-5 homes that were non-substantially damaged to be considered for purchase in the next round of the grant process.

Mr. Letavic thanked Andrew Kenworthy, and his team at HRG, for the extensive amount of work they put into the grant application and for their guidance throughout the process.

Treasurer's Report – Jim Jenkins

Mr. Jenkins requested permission to pay bills in the amount of:

General Fund \$64,243.43

Golf Course Fund	\$57,081.59
Escrow Fund	\$462.50
Liquid Fuels	\$0.00

Roundtop Road Culvert Replacement Grant

Mrs. Dale motioned to submit for reimbursement to DCED in the amount of \$100,019.00 and to pay Doug Lamb payment #3 in the amount of \$87,601.70, Mr. Shellenhamer seconded. Motion approved.

Department Reports

Zoning & Codes – Darrin Robinson

Planning Commission Appointment – Charlie Yoder

Mr. Kopp motioned to appoint Charlie Yoder to the Planning Commission, Mrs. Dale seconded. Motion approved.

Mr. Yoder is filling the vacant position of Mike Masorti. Mr. Yoder's term will end December 31, 2014, at which time he may seek to be re-appointed for a full 4-year term.

Zeager Bros., Inc. – Time Extension to Sept. 6, 2012

Mr. Shellenhamer motioned to accept the time extension, Mr. Geyer seconded. Mrs. Dale abstained due to a conflict of interest. Motion approved.

Schmidt Farm Subdivision Plan

Mrs. Dale motioned to approve the waiver for the Preliminary Plan, Mr. Kopp seconded. Motion approved.

Mrs. Dale motioned to approve the deferment of the curbs, gutters & sidewalks, Mr. Kopp seconded. Motion approved.

Mr. Shellenhamer motioned to approve the plan, Mrs. Dale seconded. Motion approved.

Zoning Hearing Board Appointment – Jay Kopp

Mrs. Dale motioned to appoint Jay Kopp to the Zoning Hearing Board, Mr. Geyer seconded. Ron Kopp abstained due to family relationship. Motion approved.

Mr. Kopp is filling the vacant position of Doug Baker. Mr. Kopp's term will end December 31, 2013, at which time he may seek to be re-appointed for a full 5-year term.

Golf Course – Mike Johnson

Mr. Johnson reported the following for the Pro Shop & Clubhouse:

1. We are continuing to send out outing packets as well as buy one get one coupons in the regular mail as well as e-mail to new customers. We currently have over four thousand contacts in our e-mail database.
2. We are continuing to market our Golf Tee Sponsorship Program to any business or individual that would like to advertise with us on our golf course tee signs as well as in our clubhouse.
3. For the month of May 2012 through 5/28/12 our total revenue for the month is \$124,346.23 compared to \$113,582.84 in 2011.
4. We have 19 golf outings booked for June.

5. We have 97 golf outings booked so far for 2012. Thirteen of these outings are new groups.
6. We have the clubhouse rented out 5 times in June. For 2012 the clubhouse is rented 15 additional times so far for private events.
7. We are continuing to work on designs and pricing for our new deck area to enlarge and enhance our existing area. Upon receiving all paperwork, we will be forwarding copies of these items to all board members for your opinions and ideas on how to proceed with this project.
8. We have purchased and installed our new Weber Gas Grill for on our deck area.
9. We will be having our first Seafood Night of the year on Thursday June 21st, starting at 5:00pm.
10. We will be having live entertainment on the deck.

Golf Course Maintenance report:

1. Saturday, May 19th Sam Risteff assisted the Londonderry Girls Scout Troops in planting pine seedlings that the girls received from the State. A small area was selected for the plantings so that the girls can check on the progress of the seedlings.
2. All sand traps received new cut edges and shoveled sand back to the sides of the trap walls. The traps were completed in one day. The combined staffs of the Sunset and Public Works made this possible.
3. Sam met with a U.S. Wildlife Biologist for the second straight year to discuss the geese population control. HIA will be getting funding again to capture and relocate the geese from creating a possible take off and landing hazard at the airport. The geese will be herded at the course and taken to a new location. The process takes about two or three weeks. The program is funded through the United States Department of Agriculture and falls under the animal damage control act. The service is completely no cost to the Township. Last season 22 geese were removed from the course. Over the years the geese have been creating damage to the greens and tees. This program will be beneficial to Sunset. Again the services are free.
4. Sam Risteff and Paul Schmidt will be applying Allectus to the course, ball fields and park. The product will help control white grubs and the damage that can occur to the turf.

Public Works – Steve Letavic

Mr. Letavic presented Wade Burrell's report as follows:

- Weekly road checks including checking signs, storm water inlets, general road conditions, and for possible debris on roadways causing a hazard to the community.
- Cleaned out and re-graded swale along Zion Road, near intersection of Zion and Gingrich Roads.
- Scraped ground that washed onto Cola and Kennedy Roads and used in the 2 washouts on Kennedy Road near the intersection of Deodate Road along the guide rails.
- Repaired pipe along Newberry Road at residents' driveway that was damaged during Tropical Storm Lee.
- Removed unsafe branches from tree on Kennedy Lane.

- Cut trees back on Beagle Road out of right of way.
- Dig out retention pond on Beagle Road that silted in during Tropical Storm Lee and fill in large washout using same material.
- Fill in washout along walking path in Sunset Park.
- Mow first pass of all roadsides in township.
- Replace pipe on Engle Road, backfill and re-patch road. Re-grade swale to match elevation.
- Finish MS4 Outfall inspections on entire township.
- Cut 2 trees that fell and were entirely blocking roadways.
- Assemble road patch list.
- Respond to possible road flooding and keep waterways clear of obstructions.
- Inspect and note any repairs required on Army Corp. fence.
- Prepare Adam Fay for CDL driver's exam.

Work Scheduled for June, 2012

- Pipe replacement on Miller Road.
- Shoulder repair and patchwork on Miller Road.
- Pipe replacement on Kennedy Road. (permit pending)
- Preparation for June 30th event.

Solicitor's Report – Peter Henninger

Mr. Henninger asked the Board to consider a motion authorizing him to engage the services of an auditor to report on the townships expenditure and accounting of the liquid fuels, tax fund, and FEMA flood clean-up funds to confirm that they've been consistent with the law and generally accepted accounting practices.

Mrs. Dale motioned to authorize Mr. Henninger to hire an auditor to report on the liquid fuels, tax fund and FEMA flood clean up funds, Mr. Shellenhamer seconded. Motion approved.

Mr. Henninger reported that the Board of Supervisors met in an Executive Session on Tuesday, May 29, 2012 in regards to a personnel matter.

Engineer - Andrew Kenworthy

Mr. Kenworthy submitted the following updates:

ROUND TOP ROAD

All work is complete.

Waiting for Contractor to submit final payment application.

FOXIANNA ROAD

Verizon completed all of the utility relocations as of 05-24-2012.

The contractor intends to do some prep work the week of June 4 (erosion controls, etc.), and on Monday June 11, will begin removing the existing bridge and excavating/grading for the new culvert.

The contractor intends to take delivery and set the precast box on Thursday, June 14 and set the precast wingwalls on Friday, June 15, contingent on having good weather that week.

Based on this, the work should be completed and the road opened to traffic by July 3, again barring any weather related issues.

ON-LOT DISPOSAL SYSTEM ORDINANCE

Staff met on 05-23-2012 to finalize recommended ordinance updates as discussed at the public meeting.

Updates to be forwarded to Supervisors the week of 05-28-2012 for consideration.

Additional public meeting presenting changes to be scheduled at Supervisor's direction.

2012 GP-11 PERMITS

Wetlands flagged and Delineated for Gingrich Road, Newberry Road, Newberry Road (Near Swatara Creek Road), Cola Road, Lauffer Road, and South Hertzler Road.

Application forms and narratives completed.

Environmental PNDI searches complete, the searches revealed "Potential Impacts" at each site. DCNR clearance letters obtained. PA Fish and Boat Commission clearance letters obtained. Coordination is continuing with PA Game Commission to obtain outstanding clearance letters.

Permit Sketch Plans Complete

Anticipated Submittal to PADEP: Early to late-May (Pending above PNDI Clearances)

ARLE GRANT PROJECT

PennDOT has approved the phasing change and revised traffic signal permit.

HRG is preparing the construction plans and technical specifications.

PennDOT submission expected beginning of July.

Penn DOT approval expected in July with upload of bidding documents to follow.

FLOOD HAZARD MITIGATION GRANT

Duplication of benefits information for Round 1 applicants submitted to PEMA for their budgeting purposes.

Round 2 applicants prioritized as requested by PEMA, with consult by D. Robinson.

Round 2 applications will be determined for funding once Round 1 has been awarded to all those eligible.

Projecting buyouts could start in July if FEMA can provide award letters in early June.

CAPITAL IMPROVEMENT GRANT

Options are being evaluated regarding application to the County for damaged infrastructure grant assistance. It is currently estimated that two bridges may be candidates for grant assisted replacement. In conjunction with the township wide bridge evaluation program that identified replacement priorities for Round Top Road and Foxianna Road and impacts to bridges from the recent storm events, current targets for bridge replacement include Braeburn over the tributary to Lynch Run and Water Street over the tributary to the Susquehanna River. Evaluation of this effort is ongoing and future updates will be provided.

EMA – Sam Naples
No report

New Business

Ag Security Area

Mr. Kopp informed Darrin Robinson that every 7 years the Ag Security areas are to be brought to the Board for re-instatement and this is the 7th year. He suggested the Ag Security Committee reconvene to include current properties and not to forget the Hertzler property that was added about a year ago.

Board of Supervisors

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Old Business

None

Mr. Doherty adjourned to Executive Session at 7:54pm. Executive Session ended at 9:00pm.

Mrs. Dale motioned to adjourn the Regular Meeting at 10:00pm, Mr. Shellenhamer seconded. Motion approved.