

## **Londonderry Township Board of Supervisors Work Session**

November 15, 2005

The Londonderry Township Board of Supervisors held their Work Session on Tuesday, November 15, 2005, at the Municipal Building, 783 South Geyers Church Road, Middletown, Pennsylvania, beginning at 7:00 p.m.

Present: William Kametz, Chairman, Board of Supervisors  
Ronald Kopp, Vice Chairman, Board of Supervisors  
Andy Doherty, Member, Board of Supervisors  
Anna Dale, Member, Board of Supervisors  
Daryl LeHew, Member, Board of Supervisors  
Steve Letavic, Township Manager  
James Foreman, Code/Zoning Officer  
Beth Graham, Administrative Assistant

Items Addressed:

1. **Manager's Report**

Acting Secretary

Due to the vacant Secretary/Treasurer position, Mr. Letavic requested that the Board appoint him as acting Secretary so that he can sign the documentation necessary for the refinancing with PA State Bank.

Mr. LeHew motioned that Steve Letavic be appointed as acting Secretary until the position is filled by a permanent employee, Mr. Doherty seconded. Motion approved.

2. Note Refinance - Mr. Twaddell, Rhoads & Sinon, LLP

Mr. Twaddell presented the final update on the refinancing process which includes a loan in the amount of 2.2 million dollars with a fixed rate of interest for 15 years at 4.4% and the final 5 years of the loan being at a fluctuating rate. Payments will be due on the 15<sup>th</sup> of each month and there are no penalties if the loan is paid off early.

Mr. LeHew motioned to accept Ordinance 2005-5 as it relates to the refinancing of the existing bank debt, Mr. Doherty seconded. Mr. Kametz excused himself from the roll call vote due to a possible conflict of interest. A. Doherty – yes, D. LeHew – yes, A. Dale – yes, R. Kopp – yes, motion approved.

Communities That Care

Kathy Peffer asked to be put on the agenda for December to give a brief presentation of what they do within our Township.

Sewer Request

Mr. Letavic informed the Board that he reviewed the 537 Plan with the Township Engineer to determine capacity. He then met with Derry Township, who agreed to accept our capacity and we would be charged only for capacity and not for capitol construction costs on their plan. Ralph Waters is to send us a letter stating these agreements. Jeff Stonehill, Middletown Borough Manager, has agreed to send us a letter releasing us from our previous agreement with Middletown. The Board directed Mr. Letavic to inform Mr. Stonehill verbally that we did not want a release from our current agreement.

Changes in State Wide Building Code – James Foreman

Mr. Foreman informed the Board that Labor & Industry now only inspects the ADA and does not do Fire & Panic. People are getting frustrated having to work with L & I and by going to a 3<sup>rd</sup> party inspector we can eliminate that frustration. Third party inspectors are certified in ADA, all of the commercial inspections, as well as electrical inspections. Mr. Foreman recommended using Commonwealth Inspection because they are very easy to work with and already do approximately 90% of the electrical inspections in Londonderry Township. Mr. Foreman noted that by hiring a 3<sup>rd</sup> party inspector we would reduce our paperwork and greatly reduce the liability to the Township. The Board recommended Mr. Foreman get proposals from two other companies for review.

Rick Crowe – Lot Add-On

Mr. Kopp motioned to grant a conditional use to the plan with the notes being adjusted to take care of Lots #6 and #7 Highway Occupancy Permits, Mrs. Dale seconded. Motion approved.

Lauffer Hills

Mr. Letavic explained to the Board that after the October 26, 2005 Special Hearing for the cluster option many residents seemed unclear about what a “cluster option” and “by right” is. Mr. Letavic suggested holding another hearing to define these two options and educate the residents on the process of development in the Township.

Mr. Doherty motioned to hold public hearing and provide information to define what a “cluster option” and a “by-right” is, starting at 7:00pm on December 5, 2005 prior to the start of the regular Board of Supervisors meeting, Mr. LeHew seconded. Motion approved.

Request to Hire Mark Stewart

Mr. Letavic requested the Board approve Mark Stewart as special legal counsel for the December 12, 2005 Zoning Hearing.

Mr. Kopp motioned to approve the hiring of Mark Stewart as special legal counsel for the December 12, 2005 Zoning Hearing Meeting, Mr. Doherty seconded.

Motion approved.

Foxianna Farms Bond

Mr. Foreman informed the Board that a letter was received stating that John Fox had failed to pay his bond and it will expire on December 14, 2005.

Mr. LeHew motioned that Mr. Foreman draw on the bond before December 14, 2005, Mr. Doherty seconded. Motion approved.

Budget Update

Mr. Letavic reviewed the latest draft of the General Fund and Golf Course Budget. The budgets are balanced and does not call for any tax increase. Also, Mr. Letavic was also able to negotiate a deal with Mike Alfonso of Comprehensive Financial Association, for a better dental & vision plan and the same health benefits with a rate of increase at 3.87%, which is 18% below market.

*General Fund*

Anticipated: Revenue is \$1,269,764.01  
Expenditures of \$1,199,117.66  
Net Fund Balance of \$70,646.35

*Golf Course*

Anticipated: Revenue is \$921,696.19  
Expenditure of \$855,265.00  
Net Fund balance of \$66,431.19

Mrs. Dale motioned to accept the budget as presented with the change that it balances to zero with the addition of the unallocated expense line item, Mr. Kopp seconded. Motion approved.

Christmas Party

An employee luncheon will be held December 16, 2005 at the Clubhouse for all employees and Supervisors.

Newsletter – Anna Dale

Mrs. Dale announced that she has been working on the first edition of an electronic newsletter to be sent to residents via e-mail addresses which have been submitted for this purpose.

Mr. Doherty motioned to adjourn at 9:25pm, Mr. Kopp seconded. Motion approved.