

Londonderry Township Board of Supervisors

Meeting Minutes

November 5, 2012

The Londonderry Township Board of Supervisors held their regular scheduled meeting on Monday, November 5, 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
Beth Graham, Office Manager
Darrin Robinson, Code/Zoning Officer
Jim Jenkins, Treasurer
Wade Burrell, Public Works
Peter Henninger, Solicitor

Absent: Mike Johnson, Golf Course Manager, Andrew Kenworthy, Engineer

REGULAR MEETING

Salute the Flag

Citizen's Input –None

Approval of Minutes – October 1, 2012

Mrs. Dale motioned to approve the October 1, 2012 minutes, Mr. Shellenhamer seconded the motion. Motion approved.

Check Presentation to the Lebanon V.A. Medical Center – On October 7th Greg Stuller held a music fundraiser at Sunset Golf Course to benefit the Lebanon V.A. Medical Center. He raised \$600.00 and presented the check to Doug Etter, Public & Community Affairs Mgr. of the V.A.

Manager's Report – Steve Letavic

FEMA Flood Hazard Mitigation Update

Mr. Letavic informed the board that he is hoping to start closings Friday, Nov. 9th on the Swatara Creek Road homes and be finished with them by the end of this month.

PEMA Public Assistance Funds Update

Mr. Letavic reported that the township has received the DEP Permits required for repairing storm damaged stream channels and wing walls of bridges. HRG is in the process of bidding the work and he is hoping to have the work completed by the end of the year.

2013 Budget

Mr. Letavic asked for permission to hag the budget today and allowing it to hang for the required 20 days.

Mr. Shellenhamer motioned to hang the budget today, Mrs. Dale seconded. Motion approved.

Treasurer's Report – Jim Jenkins

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

General Fund	\$51,160.60
Golf Course Fund	\$14,461.61
Escrow Fund	\$0
Liquid Fuels	\$3,710.34

Mr. Kopp motioned to approve payment of invoices, Mrs. Dale seconded. Motion approved.

Department Reports

Zoning & Codes – Darrin Robinson

OLSDS Update

Mr. Robinson noted that HRG had compiled information from the Public Meeting held on April 17th and presented it to the board approximately a month ago for their review. He stated that The next step is to get that information to those who were in attendance and invite the public to the 2nd Public Meeting that should be scheduled in January or February of 2013. After the 2nd meeting the information will be compiled again for the board and at that time it is recommended that the board consider making changes to the ordinance or adopting it.

Mr. Letavic suggested that the board send their questions regarding the information they received to Mr. Robinson and Mr. Kenworthy.

Golf Course – Mike Johnson

- Total gross revenues for the month of August were: \$59,435.89 compared to \$51,450.71 in 2011. Total gross revenues YTD are \$939,873.30 compared to \$811,586.81 in 2011.
- 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.
- We have the clubhouse rented out 4 times in November. For the remainder of 2012 the clubhouse is rented 4 additional times for private events.
- We hosted our 6th annual Better Ball of Partners on October 13th & 14th we had 52 players in the event. With the \$5000.00 donation from our Londonderry Township fire department a good time was had by all.
- We hosted our second Customer Appreciation Day of the year on Friday October 19th we had about 85 golfers play and enjoy half price menu items all day.
- For the month of November we will be sending out all of our information regarding golf outings, clubhouse rentals, memberships as well as other specials to our past outings, clubhouse guests and golfers that have played our course. We will continue to market the course this winter by attending East and West Shore Chamber Events, Harrisburg Young Professional Events as well as attending various other marketing events throughout our area.
- We will start to clean up and winterize our golf carts for the season, oil changes-filters, etc...

Public Works – Wade Burrell

Work Completed October, 2012

- Weekly road checks including checking signs, storm water inlets, general road conditions, and for possible debris on roadways causing a hazard to the community.
- Mow in parks and general park maintenance. Clean up and mow the trail system around Sunset Park.
- Inspect the fence line around the dump site at the golf course.
- Storm/hurricane response and cleanup throughout township. Cut up downed trees, close flooded roads, clean up mud slides, and fix washouts.
- Patch and repair work on Lauffer Road.
- Repair parking lot at Township Office near the EMA Generator.
- Install cabinet in Township Office that houses the AED.
- Install 6 new speed limit signs on Swatara Creek Road.
- Prepare equipment for snow removal.
- Haul in stone chips for the salt blend used during snow and ice events.
- Assist golf course with various projects. Including top dressing greens, some minor ground work, and installing a drain swale near the golf course maintenance building.

Work Scheduled for November, 2012

- Prepare for inclement weather.
- Start vacuuming leaves off of roadsides.
- Start tree trimming on necessary roads.

Solicitor's Report – Peter Henninger

Mr. Henninger reported that he will be looking over the ARLE Grant for bidding.

Engineer – Steve Letavic for Andrew Kenworthy

Mr. Letavic informed the board that he, Andrew and Anna will be going to Harrisburg on November 14th to defend the Gaming Grant Application.

Mr. Kenworthy provided the members with a written update of projects that HRG is working on:

ON-LOT DISPOSAL SYSTEM ORDINANCE

Public meeting follow up comments submitted for township consideration. Additional public meeting presenting changes to be scheduled at Supervisor's direction.

ACT 537 PLAN UPDATE

See project specific report.

FLOOD REPAIR WORK

Scheduling bidding for construction.

ARLE GRANT PROJECT

Scheduling bidding for construction.

FLOOD HAZARD MITIGATION GRANT

The advance funding request for home acquisitions has been deposited in the Township bank account. The property settlement process is being finalized by PEMA, anticipating that most, if not all, settlements will occur by year end. The specification for demolition is in draft form and will be available for review. Pre-demolition asbestos sampling will be conducted in

order to obtain final square footage and budget costs for asbestos abatement. Since all of the homes are located within the floodway, PADEP permitting is required prior to demolition starting (Chapter 105 permit). We plan to meet with the Conservation District/PADEP in order to determine how to optimize the approval process.

DAUPHIN COUNTY LOCAL SHARE MUNICIPAL GRANT PROGRAM

A meeting is scheduled for November 14, 2012 at 3:30PM for the Township to present its application to the Gaming Committee.

VINE STREET / PA AMERICAN WATER SERVICE EXTENSION

A meeting was held on November 2, 2012 to advance the waterline extension project. Action items were assigned to finalize permitting requirements with PennDOT and begin detailed design on the waterline extension plans.

IROIN MINE RUN EMERGENCY PROTECTION PROGRAM

Pre-bid meeting held on November 1, 2012. Planning to open bids on November 13, 2012.

EMA – Mr. Letavic for Sam Naples

Mr. Letavic informed the board that Mr. Naples will be have a report on Hurricane Sandy once the EMA Team has had their after-action meeting.

New Business - None

Old Business – None

Executive Session - None

Mrs. Dale motioned to adjourn at 7:42pm, Mr. Kopp seconded. Motion approved.