

MINUTES

SUSQUEHANNA TOWNSHIP **BOARD OF COMMISSIONERS**

REGULAR MEETING **APRIL 8, 2021**

REGULAR MEETING

President LYNCH called to order the Regular Meeting of the Susquehanna Township Board of Commissioners on Thursday, April 8, 2021 at 7:06 P.M. via Zoom.

President LYNCH stated that an Executive Session was held at 6:00 P.M. to discuss matters permitted by law including personnel and real estate.

President LYNCH requested Manager KRATZER do a roll call of the Commissioners in attendance.

ROLL CALL: COMMISSIONERS

Jody Rebarchak – Telephonically
Gary Rothrock – Telephonically
Mona Johnson – Excused
Frank Lynch – Telephonically
Tom Pyne – Excused
Sean Sanderson – Telephonically
Fred Engle – Telephonically
Justin Fleming – Telephonically
Steven Napper – Telephonically

All members of the Board of Commissioners were present, except for Commissioner JOHNSON and Commissioner PYNE who were excused.

TOWNSHIP PERSONNEL:

David W. Kratzer, Jr. – Township Manager
Tara Burns, Esq. – Township Solicitor
Robert Grubic, P.E. – Township Engineer
Betsy Logan – Community & Economic Development Director
Robert Martin – Public Safety Director
George Drees - Fire Marshal

OTHERS IN ATTENDANCE: Fred Faylona, James Arthur Sullivan, Ben Heisey, Kyle Solyak, Bryan Clement, Ralph Vartan, Catherine Wilsbach, Joel McNaughton, Jan Michael, MJ, and Trish Pacifico

PETITIONS, COMPLAINTS, SUGGESTIONS FROM CITIZENS:

Arthur Sullivan, 1 Penrose Street, expressed concern regarding service from Penn Waste over the past year. They refused to pick up a dismantled bookshelf that fit into his regular trash; stating it was construction debris. Past weather events affected his service, and he would like to be reimbursed by Penn Waste in the amount of \$10.66 for garbage that was not picked up over the course of a two-week period. He was advised to send an email to Manager Kratzer outlining his concerns.

APPROVAL OF MINUTES:

Regular Meeting - March 11, 2021 and Workshop Meeting – March 25, 2021

Vice-President NAPPER moved to approve the minutes from the Regular Meeting held on March 11, 2021 with corrections as discussed and to approve the minutes from the Workshop Meeting held on March 25, 2021; seconded by Commissioner FLEMING and unanimously approved.

RECOGNITIONS AND PRESENTATIONS: None

REPORTS OF COMMITTEES:

Building & Grounds—Presentation of Feasibility Study/Conceptual Design for Municipal Building Renovation. Kyle Solyak, AIA, Tono Group, reviewed the proposed changes to the Township Municipal Building. Manager KRATZER outlined the proposed costs and funding sources for the renovations. Commissioner ROTHROCK added the final concept is a result of numerous meetings and a lot of thought on how to best upgrade the Township Building while reducing the amount of construction work that needs to occur but still achieving the needed efficiencies and security.

Budget, Finance, Insurance & Pension – The committee met to discuss the anticipated American Rescue Plan stimulus funding and a related compliance services consulting scope submitted to the Township by the accounting firm of Zelenkofse Axelrod.

Public Works – No Report.

Health & Sanitation

Commissioner REBARCHAK reported that Dauphin County and UPMC are hosting a mass COVID Vaccine Clinic at HACC. Vaccines are provided by appointment only. You can sign up for an appointment at vaccine.upmc.com or via phone.

Commissioner REBARCHAK provided a reminder that Penn Waste will be collecting yard waste on Saturday, April 17, 2021. Woody waste can also be dropped off at Dig My Earth during their hours of operation.

Commissioner REBARCHAK reminded us that Earth Day is April 22, 2021 and recommended simple steps to help the earth such as planting a tree, walking or bicycling instead of driving, carrying reusable grocery bags, and reducing the amount of single use plastic bottles. The Dauphin County Recycling Center also accepts clean Styrofoam. She wished everyone a Happy Earth Month.

Administration & Personnel – No Report.

Police

Commissioner ENGLE reported that the community and law enforcement is mourning the loss of retired Corporal Ralph Franklin.

Fire, EMS, EMA

Commissioner FLEMING noted the Public Safety Advisory Committee will be meeting on April 21, 2021.

Recreation

Manager KRATZER noted that on April 14, 2021 at 4:00 pm there will be a scheduled walk-through of the land adjacent to Union Square Shopping Center, which is being considered as a future park site.

Planning & Zoning

Commissioner ROTHROCK reported the Planning Commission meeting was held Monday, March 26, 2021. There were two (2) items on the Agenda:

1. **Susquehanna Township Union Green Phase IIB -** A Final Minor Land Development Plan for the purpose of developing two buildings with a combined footprint of 15,000 square feet locating on a lot totaling 0.79 acres. The property is located in the TND-1 Zoning District (Ward 9). The modification and plan were recommended for approval by the Planning Commission.
2. **3401 & 3405 N. Front Street** – A Minor Subdivision and Land Development Plan for the purpose of consolidating two properties into one property and constructing a medical/office complex totaling 12,333 square feet. The property is located in the BOR Zoning District (Ward 1). Two waivers were requested related to stormwater management being located in the floodplain. The Township Engineer is recommending approval. The applicant is also requesting a waiver of sidewalks which was not well received by the Planning Commission. The application was tabled until a resubmission is received.

Commissioner ROTHROCK reported the Zoning Hearing Board meeting was held on April 7, 2021. There was one (1) item on the Agenda: Anil and Jyotsna Jivani requested a variance to Section 1402 and 1404.1 of the Susquehanna Township Zoning Ordinance to allow the existing food and beverage store to construct an addition for a restaurant café with drive through facilities. Applicants propose to merge two properties. The variance request to Section 1402 would be to

allow the use of a drive through facility, while the variance to Section 1404.1 would be to exceed the maximum lot area and be less than the required minimum rear setback of 55 feet. The properties are zoned MU-1 and R-3 and are located at 3801 Walnut Street and 3808 Locust Lane (Ward 6). The variance request was approved.

Commissioner ROTHROCK reported that there was a Master Plan Design Workshop held on April 7, 2021 to discuss Lot 14 of the Harrisburg State Hospital grounds and a potential placement of a CAT Transit Facility on that lot.

BIDS AND AGREEMENTS:

Vehicle for Sale—Authorization to sell to the 2011 Ford F-550.

Commissioner SANDERSON moved to authorize the sale of the 2011 Ford F-550 to the highest responsive and responsible bidder in the amount of \$16,300; Seconded by Vice-President NAPPER and unanimously approved.

Proposal from Tono Group for Architectural and MEP Services relating to the proposed Municipal Building Renovation.

Commissioner ENGLE moved to authorize the execution of the proposal in the amount of \$68,460 with Tono Group for Architectural and MEP Services related to the proposed municipal building renovations.; Seconded by Commissioner ROTHROCK and unanimously approved.

ACTION ON ORDINANCES, RESOLUTIONS, AGREEMENTS, SUBDIVISIONS AND LAND DEVELOPMENT PLANS:

1. **The Townes At Margaret's Grove, Phase 3A**—A Final Land Development Plan for the purpose of building 26 townhomes as part of the previously approved final land development plan for Phases 2 & 3 of The Townes at Margaret's Grove. The property is zoned R-4 and is located on the south side of Continental Drive, adjacent to Hamlin Lane and Margaret's Drive (Ward 2). The Plan was recommended for approval by the Planning Commission contingent upon the approval of the following waivers:

1. §22-407.A(17) – Buffer Yard
2. §22-407.A(20)(J) – Existing Resources and Site Analysis
3. §22-407.A(20)(k) – Resource Impact and Conservation Report
4. §22-1106 – Rolled Curbs
5. §22-502.5.A.- Location of Driveways
6. §22-502.36 – Vertical Sag Curve 'K' Value on Margaret's Lane

Commissioner ROTHROCK moved to approve the waiver requests; Seconded by Vice-President NAPPER and unanimously approved.

The Planning Commission also attached the following conditions for approval of the plan:

1. All comments provided by Township Staff, the Township Engineer, and the Dauphin County Planning Commission are addressed.
2. All recreation fees are to be paid before the release of plans for recording.

3. A stormwater operations and maintenance agreement must be provided for review and approval by the Board of Commissioners before releasing plans for recording plans. The O&M agreement must also be recorded.
4. A pedestrian path and easement are provided to connect the parcels to the south.

Commissioner ROTHROCK moved to approve the plan with the outlined conditions; Seconded by Commissioner ENGLE and unanimously approved.

2. **Susquehanna Township Union Green Phase IIB**—A Final Minor Land Development Plan for the purpose of developing two buildings with a combined footprint of 15,000 square feet locating on a lot totaling 0.79 acres. The property is in the TND-1 Zoning District. The Plan was recommended for approval by the Planning Commission contingent upon the approval of a following modification:

§22-507.2.13 – Building Elevations. Modification to submit elevations to the Design Review Committee at the time of Building Permit submittal instead of during land development.

The Planning Commission also attached the following conditions for approval of the plan:

1. Address all remaining comments provided by Township Staff, the Township Engineer, and the Dauphin County Planning Commission.
2. Provide the following items to the DRC at the time of building permit submittal. No permits will be released until the DRC (or Township Planning Consultant, TCA) has verified all the plans meet the Design Guidelines. All fees from TCA's review are required to be paid by the applicant.
 - a. Construction Drawings
 - b. Building elevations (printed in color) of all sides of the building.
 - c. Lighting standards and specifications.
 - d. A comprehensive signage plan including any wayfinding signage.
 - e. Color/Material Board
 - f. Landscape Plan (specific per site)
 - g. Provide details of loading spaces

Commissioner ROTHROCK moved to approve the modification request and the plan with the outlined conditions; Seconded by Vice-President NAPPER and unanimously approved.

Resolution 21-R-05 – Handicap Parking Space at 50 North 34th Street

Commissioner ENGLE moved to approved Resolution 21-R-05 to adopt a handicapped parking space at 50 North 34th Street, Harrisburg, PA 17109; Seconded by Vice-President NAPPER and unanimously approved.

Resolution 21-R-06 – Handicap Parking Space at 201 Oak Street

Commissioner SANDERSON moved to approved Resolution 21-R-06 to adopt a handicapped parking space on Poplar Street to the rear of 201 Oak Street, Harrisburg, PA 17109; Seconded by Vice-President NAPPER and unanimously approved.

UNFINISHED BUSINESS: None

REPORTS:

Manager/Traffic Studies

Public Safety Department

Community & Economic

Development Department

Public Works Department

Engineer

Solicitor

School Board – No Report

Authority – No Report

Indian Wheels – No Report

Shade Tree – No Report

Communications – No Report

Human Relations Commission – No Report

Parks and Recreation – No Report

Reports were
enclosed in the Commissioners packets.

OLD BUSINESS:

Discussion re: Continued Public Closure of Municipal Facilities relating to COVID 19

Commissioner ENGLE moved to continue closure of Municipal Facilities until May 17, 2021;
Seconded by Vice-President NAPPER and unanimously approved.

Boards and Commissions – 2021 Appointment and Reappointments

Commissioner REBARCHAK nominated Dr. Bridget Berich to the Health Board; Seconded by
Commissioner FLEMING and unanimously approved.

NEW BUSINESS: None

COMMISSIONER COMMENTS:

Commissioner REBARCHAK announced that Rescue Fire is holding a drive-thru Chicken BBQ
event on April 10, 2021.

APPROVAL OF REPORT OF BILLS PAID:

Commissioner SANDERSON moved to accept the report of bills paid for March in the amount of
\$2,335,109; Seconded by Commissioner ENGLE and unanimously approved.

ADJOURNMENT:

Commissioner SANDERSON moved the meeting be adjourned; Seconded by Vice-President
NAPPER and unanimously approved.

Signed: _____

David W. Kratzer, Jr.
Secretary-Manager