

MINUTES

SUSQUEHANNA TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING AUGUST 9, 2018

REGULAR MEETING

President LYNCH called to order the Regular Meeting of the Susquehanna Township Board of Commissioners on Thursday, August 9, 2018 at 7:35 P.M. at the Municipal Building, 1900 Linglestown Road, Harrisburg, PA. All Commissioners were present.

President LYNCH stated an Executive Session Meeting was held at 6:30 P.M. to discuss matters permitted by law including litigation, real estate and personnel.

ROLL CALL: COMMISSIONERS

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

TOWNSHIP PERSONNEL

David W. Kratzer, Jr., Manager
Mark G. Wendaaur, Esq., Solicitor
Robert C. Grubic, P.E., Engineer
Betsy Logan
Michael Rohrer
Nate Spriggs
Travis Mease
Jonniene Urban

OTHERS IN ATTENDANCE: Bill Bostic, Patty Smith, Linda Spotts, Christopher Haines, Lauren Haines and Mary Jane Fry.

PLEDGE OF ALLEGIANCE:

Pledge of Allegiance was led by Mary Jane Fry President LYNCH's Sister-in-Law followed by a moment of silence.

PETITIONS, COMPLAINTS, SUGGESTIONS FROM CITIZENS:

Patty Smith of 4218 Kirkwood Road questioned the Board about the process for filing the vacancy on the Zoning Hearing Board and she also questioned whether the Board has looked into the availability of sanitary sewer conveyance capacity in the Oakhurst Interceptor to service the proposed development at the intersection of Linglestown Road and Progress Avenue. In regards to the vacancy on the Zoning Hearing Board, President LYNCH noted that the subject of filling the vacancy has been a topic of conversation at the last couple of meetings and that such has been a standing agenda item. In regards to sanitary sewer capacity, President LYNCH and Manager KRATZER noted that jurisdiction relative to capacity, both in terms of review and approval, rests with the Susquehanna Township Authority and that the Authority has not yet approved the Sewage Facilities Planning Module for the proposed development; however, such would need to occur prior to any Final Plan approval.

APPROVAL OF MINUTES:

Regular Meeting – July 12, 2018

Vice President JOHNSON moved the minutes of the Regular Meeting held on July 12, 2018 be approved as published; Seconded by Commissioner PYNE and unanimously approved.

Workshop Meeting – July 26, 2018

Vice President JOHNSON moved the minutes of the Workshop Meeting held on July 26, 2018 be approved as published; Seconded by Commissioner NAPPER and unanimously approved.

BID OPENING – Gasoline & Diesel Fuel – August 2, 2018

Vice President JOHNSON moved the minutes of the Bid Opening for Gasoline & Diesel Fuel held on August 2, 2018 be approved as published; Seconded by Commissioner NAPPER and unanimously approved.

RECOGNITIONS AND PRESENTATIONS:

Rotary Club – Officer of the Year

Linda Spotts, President of the Susquehanna Township Rotary Club along with Commissioner ENGLE and Public Safety Director MARTIN presented the Rotary Club Officer of the Year award to Patrol Officer First Class CHRISTOPHER HAINES.

A round of applause was given to Patrol Officer First Class HAINES by the Board and the audience.

Public Safety Director MARTIN thanked the Rotary Club for the 4th year in a row for honoring officers of the Susquehanna Township Police Department.

Patrol Officer First Class HAINES thanked the Rotary Club for his award and also the Board and Public Safety Director MARTIN for their support.

President LYNCH thanked Patrol Officer First Class HAINES for his many years of service on the Police Department and stated he is a true credit to the Township, the Police Department and especially to his family.

REPORTS OF COMMITTEES:

Building & Grounds – No Report

Budget, Finance, Insurance & Pension

Commissioner SANDERSON reported the Budget & Finance Committee made its 5-year budget projections available to all Commissioners and at each meeting the Board can bring up any questions or opportunities for improvement to any line-item in the budget.

Commissioner SANDERSON reported future budgets are projections and best guesses based on the best information provided to the committee.

Commissioner SANDERSON reported so far no questions have come up that couldn't be answered and he remarked at this point he doesn't have anything extra to add.

Commissioner SANDERSON briefed the Board on the Property Assessed Clean Energy (PACE) Program.

Commissioner SANDERSON remarked he would like to start an open discussion with support of the Board to consider the potential establishment of a PACE program.

Commissioner SANDERSON reported the program does not require the Township to take on debt or handle finances.

Commissioner SANDERSON reported this program improves the business and it improves the Township, which is an incentive for businesses to locate and stay in Susquehanna Township and this gives them a competitive edge.

Commissioner SANDERSON asked Manager KRATZER to prepare more information to understand the program.

Public Works

Commissioner NAPPER reported for the month of July the Public Works Department installed new signs, repaired damaged signs and installed thermoplastic pavement

markings which are used primarily on roadways and in high-traffic areas such as crosswalks, stop bars and directional arrows.

Commissioner NAPPER reported in the 1st Ward trees located in the alleyways were trimmed and in the 2nd, 8th and 9th Wards numerous repairs were made to sink holes as a result of failing storm pipes plus the 4th Ward is now being scheduled for repairs.

Commissioner NAPPER reported August 1st marks the 1-year Anniversary of Public Works Director Nate Spriggs.

Health & Sanitation

Commissioner REBARCHAK reported the next scheduled yard waste pickup by Penn Waste will be on Saturday, August 18, 2018 so please have containers curbside prior to 6:00 A.M. that morning.

Commissioner REBARCHAK reported she has received several inquiries regarding Penn Waste's new recycling guidelines.

Commissioner REBARCHAK reported the new recycling guidelines are posted on the Township's web-site as well as Penn Waste's web-site.

Commissioner REBARCHAK reported questions she also has been asked about are some of the items that Penn Waste claims they are no longer going to collect.

Commissioner REBARCHAK reported some of the items Penn Waste no longer will be collecting are: office paper, magazines and glossy cardboard boxes such as cereal boxes.

Commissioner REBARCHAK reported this would be a burden to residents who are on the orange bag program.

Commissioner REBARCHAK reported the Township has asked the Solicitor to review the contract to determine the legality of the changes and then she will report to the Board.

Administration & Personnel – No Report

Police

Commissioner ENGLE reported National Night Out was held Tuesday, August 7, 2018 and the Susquehanna Township Police Department played a softball game at Veterans Park with the Penn-Live Reporters.

Commissioner ENGLE commented he is happy to report that the Police Department "smoked them" with a score of 9 to 2.

Fire, EMS, EMA

Commissioner FLEMING reported Susquehanna Township's volunteer fire companies plan to apply for Department of Homeland Security Assistance to Firefighter Grants which should be open in September or October, 2018.

Commissioner FLEMING reported the fire companies plan to apply for Dauphin County Local Share Municipal Grants to reduce debt from the purchase of a new ladder truck and the renovations to the Public Safety Building.

Commissioner FLEMING reported part of the rationale for the renovations was to build Rescue Fire Company's live-in program capacity.

Commissioner FLEMING reported just over 1-year after completion of the renovations five (5) live-ins now reside at the Public Safety Building.

Recreation

Vice President JOHNSON reported the playground and renovation project at Veterans Memorial Park has come to a close and the Township has two (2) wonderful playgrounds at the Township's busiest park.

Vice President JOHNSON reported the project included the construction of two (2) age appropriate playgrounds for children of all abilities.

Vice President JOHNSON reported the new poured in place play safety surface is a first for the Township and the ramp system for the larger play structure makes the playground very accessible for wheelchairs.

Vice President JOHNSON reported the addition of the face to face swings on the smaller playground has been a big hit and these swings allow a parent and a toddler to swing together while enjoying each other's facial expressions.

Vice President JOHNSON reported renovations to the restrooms, curbing and sidewalk have been a part of the project with the addition of potable water and a water fountain.

Vice President JOHNSON reported the Recreation Advisory Committee is working on a ribbon cutting ceremony to officially open the new playgrounds on Wednesday, September 12, 2018 at 6:00 P.M. and she commented the Township would love for the community to attend.

Commissioner FLEMING thanked the Recreation Advisory Committee, Parks and Recreation Director REICHARD and his Staff, DCED Director LOGAN and Manager KRATZER for their outstanding job with the playgrounds.

Planning & Zoning

Commissioner ROTHROCK reported the Planning Commission met on July 23, 2018 but unfortunately he was not able to attend.

Commissioner ROTHROCK reported a number of Ordinances were discussed; however, no action was taken by the Planning Commission nor was anything forwarded to the Commissioners for Action tonight.

BIDS AND AGREEMENTS:

Mid-State Paving, LLC – Union Deposit Sidewalk Project – Payment Application #2

Township Engineer ROBERT GRUBIC informed the Board the Union Deposit Sidewalk Project is 60% complete and he expects the project to be fully completed by late Summer.

Township Engineer GRUBIC reported HRG has reviewed the application and has recommended payment to Mid-State Paving, LLC in the amount of \$120,550.73.

Commissioner PYNE moved to authorize payment to Mid-State Paving, LLC for Payment Application #2 for the Union Deposit Sidewalk Project in the amount of \$120,550.73; Seconded by Commissioner ENGLE and unanimously approved.

Vehicles and Forklift for Sale – Authorization to Sell – 2004 Ford Crown Victoria, 2008 Ford Crown Victoria, 2014 Ford Explorer Police Interceptor and 1975 Clark Forklift

Manager KRATZER reported he is seeking authorization from the Board to sell three (3) vehicles and a forklift the Township advertised via Municibid.

Commissioner SANDERSON moved to authorize Manager KRATZER to sell a 2004 Ford Crown Victoria for \$800.00, a 2008 Ford Crown Victoria for \$2,790.00, a 2014 Ford Explorer Police Interceptor for \$7,422.00 and a 1975 Clark Forklift for \$1,025.00 via Municibid; Seconded by Commissioner ROTHROCK and unanimously approved.

Gasoline & Diesel Fuel Award – Bid Opening – August 2, 2018

Manager KRATZER reported a Bid Opening for Gasoline & Diesel Fuel was held on August 2, 2018 and only one (1) vendor sent in a Bid which was Talley Petroleum.

Manager KRATZER reported Staff reviewed the Bid and recommends the Board award the Bid to Talley Petroleum.

Commissioner SANDERSON moved to award the Gasoline & Diesel Fuel Bid to Talley Petroleum; Seconded by Commissioner PYNE and unanimously approved.

**ACTION ON ORDINANCES, RESOLUTIONS, AGREEMENTS, SUBDIVISIONS
AND LAND DEVELOPMENT PLANS:** None

UNFINISHED BUSINESS: None

REPORTS:

Manager – No Report

Police Department

Reports #2 to #7 and #9, #10, #12, #13 and #14
are posted and approved as published.

Health Department

Building Inspector

Plumbing Inspector

Public Works-Highway/Sewer

Engineer – No Report

Solicitor

Solicitor Wendaaur reported he provided the Board with a copy of a Memorandum of Understanding (MOU) between Susquehanna Township and Penbrook Borough regarding the East Harrisburg Cemetery.

Solicitor Wendaaur reported the current tax assessment rolls identify the cemetery as being fully situated in Susquehanna Township; however, the actual layout of the cemetery is partly in Penbrook Borough and partly in Susquehanna Township.

Solicitor Wendaaur reported there has never been an issue since it is a cemetery and taxes are not being collected on it; however, Penbrook is looking to do some stormwater activity on a portion of the cemetery and take advantage of some stormwater credits.

Solicitor Wendaaur reported Penbrook would like to get the cemetery identified properly on the tax rolls so they are requesting Susquehanna Township sign the MOU.

Commissioner PYNE moved to approve the Memorandum of Understanding (MOU) between Susquehanna Township and Penbrook Borough regarding the East Harrisburg Cemetery; Seconded by Commissioner SANDERSON and unanimously approved.

Fire Marshal – No Report

Emergency Management – No Report

School Board

Commissioner FLEMING reported the 1st day of school is rapidly approaching on Monday, August 27, 2018 and the Township wishes the Class of 2019 all the best.

Commissioner FLEMING reported the School District is still waiting for PSSA results for individual students from the PA Department of Education.

Commissioner FLEMING reported the results will be mailed to homes as soon as they are received from the PA Department of Education.

Commissioner FLEMING reported as many residents have noticed there are modular units that the School District plans to construct at Thomas Holtzman Elementary and Sara Lindemuth Elementary.

Commissioner FLEMING reported the Township is working with the School District to take the steps necessary for the issuing of permits for the modules to be built and inspected to ensure the safety of the students.

Commissioner FLEMING reported the School District is having a Back to School Bash on Saturday, August 25, 2018 from 11:00 A.M. to 2:00 P.M. at the High School.

Commissioner FLEMING reported there will be free food, activities and games as well as backpacks and school supplies that will be given to students and remarked he hopes to see everyone there.

Authority – No Report

Indian Wheels – No Report

Shade Tree

Commissioner REBARCHAK reported Commissioner NAPPER had mentioned earlier that the Highway Department had done some trimming of trees in the alleyways and she thanked the Highway Department for their efforts.

Commissioner REBARCHAK reminded residents that they need to keep their trees and hedges trimmed even in the alleyways because an alleyway is a road.

Commissioner REBARCHAK reported the guidelines in the Township Ordinance are that trees must be trimmed 14 feet up above any roadways or 8 feet over sidewalks so people can walk on the sidewalks and vehicles can drive on the roads.

Commissioner REBARCHAK reported there was a situation in one specific area where the hedges and trees were so dense that Penn Waste could not get the trash truck down the alleyway and she once again thanked the Highway Department for stepping in and remedying the situation.

Commissioner REBARCHAK reported the Township will be taking inventory and looking around to see what other alleyways need to be addressed.

Commissioner REBARCHAK once again reminded residents if they have an alleyway behind them make sure everything is trimmed because you do want your trash picked up.

Communications – No Report

Community Outreach – No Report

Human Relations Commission – No Report

Community and Economic Development – No Report
Parks and Recreation – No Report

NEW BUSINESS:

2018 Boards and Commissions – Vacancy – Zoning Hearing Board

President LYNCH stated there is a vacancy on the Zoning Hearing Board and he remarked if any resident is interested in serving on the Board please submit your name to Manager KRATZER and if any Commissioner has a nomination please inform Manager KRATZER and e-mail him their resume.

Manager KRATZER informed the Board to date there has been no applicants that have submitted their resume to him.

TOWNSHIP SOLICITOR APPOINTMENT

Vice President JOHNSON moved to appoint Michael Miller, Esq. of Eckert Seamans, LLC as Township Solicitor; Seconded by Commissioner ENGLE and unanimously approved.

President LYNCH personally thanked Mark Wendaaur, Esq. who served the Township well as its Solicitor since January, 2018.

President LYNCH commented his help to the Township was greatly appreciated under the circumstances and surely did not go unnoticed.

Attorney Wendaaur remarked he was glad for the opportunity to help the Township out.

COMMISSIONER COMMENTS:

Commissioner FLEMING wished his wife Lisa a very Happy Birthday and a Happy 17th Anniversary on Saturday.

PAYMENT OF BILLS:

Commissioner SANDERSON moved to accept the report of bills paid for August:

General Fund Check #330000 through #330126 in the amount of \$375,286.81
Highway Fund Check #102132 through #102134 in the amount of \$49,166.87
Street Light Fund Check #1200 through #1201 in the amount of \$26,533.67
Fire Protection Fund Check #708062 through #708135 in the amount of \$163,613.58
(Unallocated, Overhead Expenses - \$116,792.68) (Edgemont Fire - \$1,624.07) (Progress Fire \$27,238.79) (Rescue Fire - \$17,958.04)

Grand Total - \$614,600.93

Seconded by Vice President JOHNSON and unanimously approved.

ADJOURNMENT:

Commissioner SANDERSON moved the meeting be adjourned at 8:20 P.M.; Seconded by Commissioner ENGLE and unanimously approved.

Signed: _____

David W. Kratzer, Jr.
Secretary-Manager