

## **MINUTES**

### **SUSQUEHANNA TOWNSHIP BOARD OF COMMISSIONERS**

### **WORKSHOP MEETING AUGUST 23, 2018**

#### **WORKSHOP MEETING**

President LYNCH called to order the Workshop Meeting of the Susquehanna Township Board of Commissioners on Thursday, August 23, 2018 at 7:05 P.M. at the Municipal Building, 1900 Linglestown Road, Harrisburg, PA. All Commissioners were present except Commissioner REBARCHAK and Commissioner PYNE.

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

#### **ROLL CALL: COMMISSIONERS**

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

#### **TOWNSHIP PERSONNEL:**

David W. Kratzer, Jr. – Township Manager  
Michael M. Miller, Esq. – Solicitor  
Robert C. Grubic, P.E.  
George Drees – Fire Marshal  
Betsy Logan – Community & Economic Development Director  
Nate Spriggs – Public Works Director  
Jonniene Urban – Administrative Assistant

**OTHERS IN ATTENDANCE:** Katie Miller, Aaron Miller, Jason Hinz and Tara A. Burns, Esq.

#### **PLEDGE OF ALLEGIANCE:**

Pledge of Allegiance was led by Commissioner ROTHROCK followed by a moment of silence.

### **PUBLIC COMMENT:**

Aaron Miller of 4697 N. Galen Road explained to the Board he and his wife have been residents of the Township since 2006 and have lived at their Galen Road residence since April 2017.

Mr. Miller stated it was confirmed to them in November 2017 that a large volume of storm water from their neighborhood has been directed from the street under their home via a 24" corrugated metal pipe.

Mr. Miller remarked as a result of this large volume of water flowing under their home a large sink hole opened up in their front yard which is deep enough that the top of the pipe can be seen and the front yard is where their two (2) children play.

Mr. Miller commented he called Public Works Director Nate Spriggs immediately and his team filled in the sink hole and tried to investigate to see what shape the pipe was in under his home; however, the pipe deteriorated to a point where the device that was used could not navigate it.

Mr. Miller informed the Board last Friday another sink hole appeared in his back yard which is about 5 feet deep and 2 feet in diameter.

Mr. Miller stated he is very worried about the safety of his family and property and he needs a solution to rectify the problem before Winter.

### **HRG Confirmation of Assignment – Wakefield Road and 4697 N. Galen Road**

Jason Hinz, P.E., Civil Project Manager with HRG reported to complete the work described in the Confirmation of Assignment agreement for estimated time and materials the fee total would be \$61,250.00 for both projects.

Mr. Hinz stated HRG could have the project ready for bid this Winter with construction to start as soon as possible in the Spring of next year.

Commissioner FLEMING moved to approve HRG's Confirmation of Assignment agreement for the Wakefield Road and Galen Road drainage improvements projects in the amount of \$61,250.00; Seconded by Vice President JOHNSON and unanimously approved.

### **Discussion Re: Paxton Church Road**

Jason Hinz, P.E., Civil Project Manager with HRG informed the Board he inspected Paxton Church Road in the vicinity of Shutt Mill Road on August 8, 2018 regarding road deterioration.

Mr. Hinz remarked the preliminary planning level cost estimates for the project is between \$840,000.00 and \$890,000.00.

Commissioner ROTHROCK moved to authorize HRG to further evaluate the situation; Seconded by Vice-President JOHNSON and unanimously approved.

#### **Mid-State Paving, LLC – Union Deposit Sidewalk Project – Payment Application #3**

Township Engineer GRUBIC informed the Board HRG reviewed Payment Application #3 and has recommended payment to the contractor Mid-State Paving, LLC.

Commissioner ENGLE moved to approve Payment Application #3 to Mid-State Paving, LCC for the Union Deposit Sidewalk Project in the amount of \$106,769.12; Seconded by Vice President JOHNSON and unanimously approved.

#### **Street Damages Agreement – Apple Creek Farms – Phase 4**

Manager KRATZER informed the Board this was a condition of the acceptance of dedication.

Commissioner FLEMING moved to approve the Street Damages Agreement between Susquehanna Township and Triple Crown Corporation; Seconded by Commissioner ENGLE and unanimously approved.

#### **Memorandum of Understanding Between Susquehanna Township, Lower Paxton Township and BRCC, LP Regarding Blue Ridge Village Development**

Commissioner NAPPER moved to approve the Memorandum of Understanding between Susquehanna Township, Lower Paxton Township and BRCC, LP; Seconded by Commissioner SANDERSON and unanimously approved.

#### **Follow-Up Discussion – Township Logo**

Manager KRATZER stated the Township has not instructed Gavin to make any modifications.

Discussion between the Board members regarding the Township Logo was tabled.

#### **2018 Boards and Commissions Vacancies – Zoning Hearing Board**

Manager KRATZER informed the Board to date no applicants have expressed their interest to him regarding the Zoning Hearing Board vacancy.

#### **Discussion Re: 2019-2023 General Fund Budget Projection – PILOT Request Letter**

Commissioner SANDERSON reported Township Staff had an excellent recommendation to consider sending a payment in-lieu of taxes letter to all entities in the Township that do not pay taxes because they charitable organizations and he remarked the Township has never done this.

Commissioner SANDERSON reported this is commonly done in areas which are “distressed” because of the high demand of local government services and stated he thinks this is fair request.

Manager KRATZER reported there are 238 tax-exempt properties in the Township which include:

- 1) State owned property
- 2) Public Utility owned property
- 3) Federal Government owned property such as the Post Office
- 4) Churches
- 5) Private Non-Profits

Manager KRATZER reported out of the 238 tax-exempt properties in the Township he thinks about only 100 non-governmental entities such as churches and private non-profits would respond to the Township's request.

Manager KRATZER reported the Township does have one entity that does contribute a payment in-lieu of taxes in the amount of \$6,000.00 which is the Hospice.

Manager KRATZER reported he will draft a payment in-lieu of taxes letter for the tax-exempt properties in the Township for the Board to review.

#### **Follow-Up Discussion – PACE Program**

Commissioner SANDERSON reported information on the PACE Program has been distributed and he recommends the Board to move forward with the program at no cost to the Township.

Commissioner SANDERSON reported businesses can mention to their lenders the Township has created this program and that changes how the businesses pay back their loans at lower costs.

**COMMISSIONER COMMENTS:** None

**OTHER BUSINESS:** None

#### **ADJOURNMENT:**

Commissioner SANDERSON moved the Workshop Meeting be adjourned at 8:30 P.M.; Seconded by Commissioner FLEMING and unanimously approved.

Signed: \_\_\_\_\_

David W. Kratzer, Jr.  
Secretary-Manager