

## **MINUTES**

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

### **REGULAR MEETING AUGUST 10, 2023**

#### **REGULAR MEETING:**

Vice President Napper called to order the Regular Meeting of the Susquehanna Township Board of Commissioners on Thursday, August 10, 2023, at 6:35 PM.

#### **EXECUTIVE SESSIONS:**

Vice President Napper informed those in attendance that an Executive Session occurred prior to this meeting where matters as allowed by law were discussed.

#### **ROLL CALL:**

#### **COMMISSIONERS:**

Jody Rebarchak – Present  
Gary Rothrock – Present  
Carl Hisiro – Present  
Frank Lynch – Excused  
Sean Sanderson – Present  
Fred Faylona – Present  
Fred Engle – Excused  
La Tasha Williams - Present  
Steven Napper – Present

#### **TOWNSHIP PERSONNEL:**

David Pribulka – Secretary-Manager  
Betsy Logan – Assistant Township Manager  
Morgan Madden, Esq. – Township Solicitor  
Alex Greenly, P.E. – Township Engineer  
Douglas Knauss – Director of Parks & Recreation  
Nathan Bragunier – Director of Public Works  
George Drees – Fire Marshal  
Jill Lovett – Director of Finance - Virtual  
Kathy Fry, Executive Assistant

#### **OTHERS IN ATTENDANCE:**

Sue Zahurak, Ed Mashas- Virtual

#### **PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE:**

Vice President Napper asked Commissioner Sanderson to lead the Pledge of Allegiance followed by a Moment of Silence.

#### **PETITIONS, COMPLAINTS, SUGGESTIONS FROM CITIZENS:**

Ed Mashas, 3906 Woodvale Road, was in attendance via ZOOM to express his concerns with the sporadic short cycle of the traffic signal at the intersection of Walnut and 39<sup>th</sup> Streets. He stated that there are

times that the signal changes from green to red within three seconds. He has been in contact with the Police Department, Penn DOT, and County Commissioner Chad Saylor. Manager Pribulka noted that all traffic signals are the responsibility of the Township, and he will contact Atlantic Transportation Systems and ask that they monitor this signal.

Mr. Mashas also expressed his concerns with what he feels is the lack of a topcoat being put on the road in the Woodvale Road and Elmerton Avenue area which leads up to the Lower Paxton line.

Chris “Handles” Franklin, 2327 Highland Avenue, was in attendance to thank the Commissioners for all their hard work and support of his foundation. He also invited them to the free Edgemont Park Community Day that is going to be held on Saturday, August 19<sup>th</sup>.

### **APPROVAL OF MINUTES**

Commissioner Hisiro moved to approve the July 27, 2023, Board of Commissioners Workshop Meeting Minutes. The motion was seconded by Commissioner Sanderson and then unanimously approved.

### **REPORTS OF COMMITTEES**

1. Building & Grounds – No Report
2. Budget, Finance, Insurance & Pension – Commissioner Sanderson reported that the Budget and Finance Committee is scheduled to meet on August 17<sup>th</sup> to begin the budgeting process for 2024.
3. Public Works – Vice President Napper reported that street sweeping, the repairing of inlets, and the patching of roads continues.
4. Health & Sanitation – Commissioner Rebarchak reported that the next Yard Waste pickup will occur on Saturday, August 19<sup>th</sup>. She also noted that in September, the Yard Waste pickups will occur on the 2<sup>nd</sup> & 16<sup>th</sup>.  
Commissioner Hisiro inquired as to the status of the automated trash pickup that was discussed with Penn Waste. Manager Pribulka noted that there has not been any movement on this item.
5. Administration & Personnel – No Report
6. Police – No Report
7. Fire, EMS, EMA – No Report
8. Planning & Zoning – Commissioner Rothrock reported that the Planning Commission meeting on July 24, 2023, was cancelled. He also reported that a Zoning Hearing Board was held on August 2, 2023, where two cases were brought before the Board.
9. School Board – Commissioner Williams reported that the next School Board meeting will occur on August 21, 2023, at 7:00 PM.
10. Authority – No Report

11. Shade Tree – No Report

12. Communications – No Report

13. Human Relations – Commissioner Hisiro reported that the Pride Fest was held on July 29<sup>th</sup>. The Township sponsored a table at this event. Manager Pribulka noted that this event was a great way to educate the community about the Human Relations Commission. He then thanked the members of the HRC, along with Commissioners Faylona and Hisiro for their attendance.

14. Parks & Recreation – Commissioner Faylona reported that the Recreation Advisory Committee met on July 18<sup>th</sup>. At this meeting they toured several of the parks in the Township. The next meeting of the RAC will occur on August 15<sup>th</sup>.

## **BIDS AND AGREEMENTS**

### **1. AUTHORIZATION TO PURCHASE BANDIT WOODCHIPPER**

Nathan Bragunier, Director of Public Works reported that the Township has been awarded a Recycling Grant from the Department of Environmental Protection in the amount of \$60,000. This grant will cover 90% of the cost of the Bandit Intimidator 15XPC Towable Drum Style Hand-Fed Woodchipper that is to be purchased through Stephenson Equipment, Inc.

Commissioner Sanderson moved that the Board of Commissioners approve the purchase of the Bandit Woodchipper from Stephenson Equipment, Inc. in an amount of \$66,968.00 conditional on the execution of the DEP Recycling Grant Agreement. The motion was seconded by Commissioner Faylona and then unanimously approved.

## **ACTION ON ORDINANCES, RESOLUTIONS, SUBDIVISION AND LAND DEVELOPMENT PLANS**

### **1. RESOLUTION 2023-R-21 A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, AUTHORIZING THE PRESIDENT AND SECRETARY TO EXECUTE A SETTLEMENT AGREEMENT WITH CUSTER HOMES, LLC TO RESOLVE A PERMIT FEE DISPUTE FOR PROPERTY LOCATED AT 1820 MOUNTAIN VIEW ROAD**

Manager Pribulka reported that this settlement agreement with Stan Custer of Custer Homes, LLC would allow for a refund of \$9,735 and would be conditional on the Board of Commissioners approval as well as Mr. Custer accepting the agreement as written.

Commissioner Sanderson moved that the Board of Commissioners adopt the resolution authorizing the President and Secretary to execute a settlement agreement with Custer Homes, LLC, to resolve a permit fee dispute for property located at 1820 Mountain View Road. This agreement is conditional on Custer Homes, LLC accepting the agreement as written. The motion was seconded by Commissioner Hisiro and then unanimously approved.

## **REPORTS**



1. Township Manager – Manager Pribulka highlighted several items in his report given to the Board of Commissioners. These items included a notice received from the Pennsylvania Liquor Control Board advising the Township of Liquor License transfer and the onsite meeting with the Township Engineer to review the concerns regarding truck restrictions on Montrose Street.

2. Public Safety/Police – No Report

3. Community and Economic Development – Assistant Manager Logan noted that her report was included in the Board's packet. She also noted that her team has been working for over a year on obtaining septic tank pumping and inspection reports.

4. Public Works – No Report

5. Engineer – Mr. Greenly reported the pre-construction meetings for Edgemont Park and the paving projects will occur in September. The Paxton Church Road Project is still on track to be completed on August 25<sup>th</sup>.

6. Solicitor – No Report

7. Parks & Recreation – Director Knauss reported that Day Camp went very well, and registrations exceeded capacity for most of the program. He noted that the Playground Programs ends next week. He commended the staff of both programs for their excellent work.

## **NEW BUSINESS**

### **1. CONSENT AGENDA**

a. Statement of Bills Paid

b. 2023 Municipal Leadership Summit – Voting Delegate Appointment

Commissioner Hisiro moved that the Board of Commissioners adopt the Consent Agenda. The motion was seconded by Commissioner Sanderson and then unanimously approved.

### **2. PUBLIC HEARING AND REVIEW OF THE DRAFT 2024-2028 CAPITAL IMPROVEMENT PROGRAM**

Vice President Napper closed the Board of Commissioners meeting at 7:07 PM and then immediately opened the Public Hearing on the Review of the Draft 2024-2028 Capital Improvement Program.

Manager Pribulka thanked the Board of Commissioners and staff for all their assistance in putting together this document. He stated that the CIP is a 5-year planning tool for large scale projects and is not an authorization to spend Township funds.

He then gave an overview of each department and the proposed expenditures for these departments. The highlights included Administration/Finance, Building & Grounds, the Department of Community & Economic Development, Public Safety, Parks and Recreation, Public Works, Information Technology, Staffing, and Transportation.

He noted that a Budget and Finance Committee meeting is scheduled to be held on August 16<sup>th</sup>.

Commissioner Hisiro commended Manager Pribulka and staff who worked on this document.

Vice President Napper polled the audience for any comments.

Sue Zahurak, 1909 New Dawn Drive, stepped forward to thank the Township for replacing the fence around the Tennis and Pickleball Courts that was damaged in June. She also confirmed that the parking area will be restored at Shutt Mill Park.

Hearing no further requests for comment, Vice President Napper closed the Public Hearing at 7:20 PM and immediately reopened the Board of Commissioners meeting.

**COMMISSIONERS COMMENTS** – No additional comments were received from the Board of Commissioners.

**ADJOURNMENT**

Commissioner Faylona moved that the Board of Commissioners meeting be adjourned at 7:21 PM. The motion was seconded by Commissioner Hisiro.

Signed

A handwritten signature in black ink, appearing to read 'D. Pribulka', written over a horizontal line.

David Pribulka  
Secretary-Manager