

MINUTES

SUSQUEHANNA TOWNSHIP BOARD OF COMMISSIONERS

WORKSHOP MEETING JANUARY 25TH, 2024

REGULAR MEETING:

President Lynch called to order the Regular Meeting of the Susquehanna Township Board of Commissioners on Thursday, January 25th, 2024, at 6:46 p.m.

ROLL CALL:

COMMISSIONERS:

Jody Rebarchak – Present
Gary Rothrock – Present
Carl Hisiro – Present
Frank Lynch – Present
Sean Sanderson - Present
Fred Faylona – Present
Fred Engle – Present
Pamela Cross - Present
Steven Napper – Present

TOWNSHIP PERSONNEL:

David Pribulka – Secretary-Manager
Betsy Logan - Assistant Township Manager
Morgan Madden, Esq. – Township Solicitor
Jill Lovett - Finance Director
Rob Martin – Director of Public Safety
Doug Knauss – Parks and Recreation Director
Dick Norford – Bicycle/Pedestrian Coordinator

EXECUTIVE SESSION:

President Lynch announced that an Executive Session occurred prior to this meeting where matters of personnel, legal, and real estate were discussed as allowed by law.

OTHERS IN ATTENDANCE: Jesse Rawls, Sr.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE:

President Lynch asked Jesse Rawls to lead the Pledge of Allegiance, followed by a Moment of Silence.

PETITIONS, COMPLAINTS, SUGGESTIONS FROM CITIZENS: Mr. Jesse Rawls shared he will be the Representative for the School Board and will be attending the Workshop meetings as able.

APPROVAL OF MINUTES:

Commissioner Hisiro moved that the Board of Commissioners approve the January 11, 2024 meeting minutes. The motion was seconded by Commissioner Sanderson. The motion carried unanimously.

RECOGNITIONS AND PRESENTATIONS: None

TRAFFIC STUDIES

1. LINGLESTOWN ROAD & CROOKED HILL ROAD TRAFFIC STUDY REPORT

At the direction of the Board of Commissioners, Eric Stump, P.E. with HRG, Inc. conducted a traffic study at the intersection of Linglestown Road and Crooked Hill Road. The purpose of the study was to evaluate signal timing cycles to determine whether the controller was programmed correctly based on observable conditions. Additionally, the study evaluated pedestrian improvements that could be implemented at the intersection to improve public safety. A summary of the report was provided. Township Engineer Alex Greenly introduced the study and summarized the findings. Regarding pedestrian safety, the Township will be refreshing the crosswalk paint utilizing the piano style painting. Mr. Greenly noted that additional lighting on the east side would enhance visibility and safety. He also stated that Thomas Holtzman School is proposing a sidewalk in front of the school and the Township is considering sidewalks in front of the Admin building. Commissioner Rothrock inquired if there is a need for a sidewalk along Crooked Hill Road and asked if that was included in the study. The Township will look into the feasibility of installing a sidewalk on Crooked Hill Road and bring the plan to the Board for review. Chief Martin noted the possible need for a left hand turn for southbound traffic. Mr. Greenly will investigate this issue and will report back to the Board. This item is informational only and no action is requested of the Board.

2. SCHOOLHOUSE LANE TRAFFIC STUDY REPORT

HRG conducted a traffic study at the direction of the Board of Commissioners in response to a request received to install additional speed humps in the 3400 block of Schoolhouse Lane. Conditions were observed using PennDOT's Traffic Calming Handbook, and the Township Engineer is recommending the installation of two speed humps in the studied location pending public engagement. Staff is recommending the Board direct staff to survey the neighborhood to evaluate their support for the additional speed humps. A memorandum from Eric Stump, P.E. with HRG, Inc. was provided summarizing the study and recommendations. The first speed hump would be located between Redwood Street and Mayflower Alley. The second speed hump would be located between 3418 and 3420 Schoolhouse Lane. Property owners along the impacted section of roadway will be surveyed for their review, comment and concurrence. The PennDOT *Traffic Calming Handbook* suggests that approval of at least 70% of adjoining property owners be secured prior to installing the improvements. Chief Martin announced he will schedule officers to

go door to door to speak with the residents along the affected corridor. Staff was instructed to bring a recommendation back to the Board next month.

Commissioner Faylona moved that the Board of Commissioners direct staff to collect feedback from residents of the 3400 block of Schoolhouse Lane to determine whether they support the installation of additional speed humps. The motion was seconded by Commissioner Rothrock. The motion carried unanimously.

3. LONG ALLEY TRAFFIC STUDY REPORT

A memo from Rob Martin, Director of Public Safety, summarizing a recommendation from a traffic study conducted on Long Alley to determine whether parking prohibitions are warranted was presented to the Board. Due to the narrow cartway width in the alley, maintenance of the road as well as access for first responders is not possible when vehicles are parked on-street. Per the Township's ordinance, parking may be restricted in these conditions to enable access for maintenance, fire apparatus, and other emergency response. Staff is recommending that the Board authorize advertisement of a public hearing on an ordinance amendment to prohibit parking on the east side of Long Alley between Elm Avenue and Mr. G.'s Restaurant for Thursday, February 8, 2024.

Commissioner Rebarchak moved that the Board of Commissioners authorize advertisement of a public hearing on an ordinance amendment to prohibit parking on the east side of Long Alley between Elm Avenue and Mr. G's Restaurant. The motion was seconded by Commissioner Napper. The motion carried unanimously.

ACTION ON ORDINANCES, RESOLUTIONS, SUBDIVISION AND LAND DEVELOPMENT PLANS

1. RESOLUTION 2024-R-05 A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA ADOPTING THE CAPITAL AREA GREENBELT PEER GRANT FINAL REPORT

A copy of the report prepared by the Pennsylvania Environmental Council for the Capital Area Greenbelt Association (CAGA) was provided. The report was approved by CAGA at their recent meeting, and the Board of Commissioners is requested to do the same as host of the largest segment of the Greenbelt. A resolution adopting the report was also presented. Mr. Norford, the Township's Bicycle/Pedestrian Coordinator and Greenbelt volunteer introduced the report. Mr. Norford gave a brief oration of the development of the Capital Area Greenbelt. Commissioner Faylona thanked Mr. Norford for his work with the Township and CAGA. Commissioner Hisiro appreciates the work that was put into the plan for the Capital Area Greenbelt.

Commissioner Faylona made a motion to adopt the Capital Area Greenbelt Association

Peer Grant Project Final Report. Commissioner Hisiro seconded the motion. The Motion carried unanimously.

2. RESOLUTION 2024-R-06 A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA ADOPTING THE EMERGENCY OPERATIONS PLAN OF DAUPHIN COUNTY

A copy of a resolution adopting the Dauphin County Emergency Operations Plan was presented. The plan is in place to prevent and minimize injury caused by a major emergency or disaster in the Township. The plan meets the requirements of the Pennsylvania Emergency Management Code. Also provided was a summary of the changes made to the current plan. Staff is recommending the Board adopt the resolution adopting the Dauphin County Emergency Operations Plan.

Commissioner Napper made a motion to approve the resolution adopting the Dauphin County Emergency Operations Plan. Commissioner Sanderson seconded the motion. The Motion carried unanimously.

3. RESOLUTION 2024-R-07 A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA ESTABLISHING THE REDEVELOPMENT AUTHORITY OF SUSQUEHANNA TOWNSHIP

On December 14, 2023, the Board authorized the Township Solicitor to begin preparing the documents necessary to establish a Redevelopment Authority (“RDA”) for the purposes of accepting potential land holdings from the Pennsylvania Department of General Services. A resolution establishing the RDA of Susquehanna Township was presented. The staff recommends the Board of Commissioners adopt the resolution establishing the Redevelopment Authority of Susquehanna Township. Section 3 allows appropriate officials and Township employees to do all other acts and things necessary or appropriate in order to effectuate the incorporation of the Authority.

Commissioner Hisiro made a motion to adopt the resolution establishing the RDA of Susquehanna Township. Commissioner Cross seconded the motion. The motion carried unanimously.

1. CONSENT AGENDA

- a. Appointment of Lieutenant Alex Wagner to the Pension Committee
- b. Letter of support – RACP Project (Capital Blue Cross)
- c. Permanent Appointment of Officer Mike Martin
- d. Authorization to bid TreeVitalize Project

Commissioner Hisiro reminded the Board that the Township received a \$63,000 grant to plant

the trees. The project will be completed in the Fall of 2024.

Commissioner Sanderson made a motion to approve the consent agenda. Commissioner Hisiro seconded the motion. The motion carried unanimously.

COMMISSIONER COMMENTS -

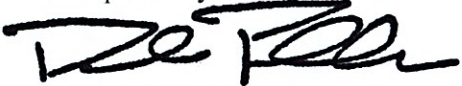
Commissioner Rothrock thanked Mr. Norford for standing up for bike riders at the Planning Commission meeting on Monday. Mr. Norford asked for a bike rack to be installed at the new Primanti Brothers restaurant and received a commitment from them to install one at the restaurant.

Commissioner Sanderson asked if the Township knew how successful the tree project is. Mr. Pribulka shared that the Township is changing the process to receive a free tree by implementing a more strategic approach by making this a capital project. The Township will put out a bid beginning on February 9, 2024. Staff is proposing to manage this project inhouse. There will be some expectations included in the bid. A one-year warranty on the trees will be requested so the Township is assured the trees are being maintained during the first year when they are most vulnerable.

ADJOURNMENT

Commissioner Sanderson moved to adjourn the Board of Commissioners Workshop Meeting for January 25, 2024, at 7:29 p.m. Commissioner Faylona seconded the motion. The motion carried unanimously.

Respectfully Submitted,



David Pribulka
Secretary-Manager