

## **MINUTES**

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

### **REGULAR MEETING JULY 13, 2017**

#### **REGULAR MEETING**

President LYNCH called to order the Regular Meeting of the Susquehanna Township Board of Commissioners on Thursday, July 13, 2017 at 7:40 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 7:00 P.M. to discuss matters permitted by law including personnel, litigation and real estate.

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

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

#### **TOWNSHIP PERSONNEL**

David W. Kratzer, Jr., Manager  
Bruce D. Foreman, Solicitor  
Robert C. Grubic, P.E.  
Robert Martin  
George Drees  
Betsy Logan  
Michael Rohrer  
Jonniene Urban

**OTHERS IN ATTENDANCE:** Moses Jackson, Nettal Ware, Patricia Thompson, Brooke Sterling, Samuel Letterlough, Robert McWhite, Tracey Lewis, Tiara Banks, Stanley Lawson, Cornelia Moon, Marilyn Pham, Nadine Hawkins, Stephanie Hawkins, Donna Sneed, Patrick Gilmore, Alice Gilmore, Richard Jones, Jamie Folks, Jonathan Folks, Jayonn Folks, Karen Prentice, Arlene L. Prentice, Paula Leicht, Vicki Mosten, James Johnson, Nicole Lipscomb, Wilhelmenia Murry, Sue Helm, Deborah Swartz, Annette Branche, Eunice Evans, A.J. Overton, Joanne Overton, David Brotherton, Bill Long, Sandra S. Bell, Melvin Johnson, Amy Warnagiris, Frank Aponte, Joycelyn Selvey, David Selvey, Janet Banks, Monica M. Wilkerson, Rob Wilkerson, James L. Ratcliff,

Essie Dowdell, Marielee Williams, Vanessa L. Parker, Jim Snyder, Diane White, Philip B. Woodard, Leticia Garnes, Jeff Garnes, Julia James, Cindy Melamed, Dianna Connor, Gary Rothrock, John Dietrich, Darnell Bowman, Georgina Baltimore, Veronica Lawson, Richard Bronstein, Adriene Madden and Jamien Harvey.

### **PLEDGE OF ALLEGIANCE:**

Pledge of Allegiance was led by Commissioner SCHUBERT and DCED Director BETSY LOGAN followed by a moment of silence.

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

The following Edgemont community residents strongly voiced their opposition to the application submitted by the City of Harrisburg to PA DEP for development & operation of a yard waste & organics composting facility located in the 3<sup>rd</sup> Ward off Stanley Drive:

<b><u>Name</u></b>	<b><u>Address</u></b>
Stanley Lawson	3809 Hillcrest Road
Tracey Lewis	2021 Columbia Avenue
Jamie Folks	1903 Clayton Avenue
Wilhelmenia Murry	2505 Locust Lane
Joanne Overton	716 Melrose Street
Sandra Bell	3105 Union Deposit Road
Alice Gilmore	1901 Clayton Drive
Philip Woodard	2016 Locust Lane
Jayonn Folks	2500 Locust Lane
Patricia Thompson	1910 Clayton Avenue
Monica Wilkerson	1729 Glenside Drive
State Representative Sue Helm	3537 Athena Avenue
Amy Warnagiris	2510 Locust Lane
James Ratcliff	2716 Locust Lane
Dianna Connor	1515 Wandering Way
Brooke Sterling	1150 N. 22 <sup>nd</sup> Street

Vice President JOHNSON moved to authorize a Resolution opposing the application to DEP to be considered at the Board's July 27, 2017 Workshop Meeting; Seconded by Commissioner SCHUBERT and unanimously approved.

Susquehanna Township School Board President John Dietrich of 2095 North Drive informed the Board the School District is requesting sidewalks along Progress Avenue and that a sidewalk waiver not be permitted.

### **Local Share Municipal Grant Sponsorship Requests**

Adriene Madden, Wedgewood Hills Swim Club Treasurer and Board Member requested Susquehanna Township to co-sponsor a Local Share Municipal Grant in the amount of \$9,000.00 to install a heat pump to the pool.

Jamien Harvey, Executive Director of Camp Curtin YMCA requested Susquehanna Township sponsor a Local Share Municipal Grant in the amount of \$250,000.00 to convert the existing pool into a multi-purpose sports facility.

### **APPROVAL OF MINUTES:**

#### **Regular Meeting – June 8, 2017**

Vice President JOHNSON moved the minutes of the Regular Meeting held on June 8, 2017 be approved as published; Seconded by Commissioner ENGLE and unanimously approved.

### **REPORTS OF COMMITTEES:**

**Building & Grounds** – No Report

**Budget, Finance, Insurance & Pension** – No Report

#### **Highway**

Commissioner NAPPER reported in the month of June the Highway Department installed new signs, repaired damaged signs, patched potholes, repaired and installed new inlets and cleaned out storm drains throughout the Township.

Commissioner NAPPER reported roadside grass mowing and street sweeping continues and he remarked the 2017 Street Sweeping Schedule is posted on the Township web-site.

#### **Health & Sanitation**

Commissioner REBARCHAK reported the next Township yard waste pickup by Penn Waste is scheduled for Saturday, July 15, 2017.

Commissioner REBARCHAK reminded residents to please place yard waste at the curb prior to 6:00 A.M.

**Administration & Personnel** – No Report

**Police** – No Report

#### **Fire, EMS, EMA**

Commissioner FLEMING reported the dedication of the new Public Safety Building will be on July 29, 2017 at Noon and the public is invited.

Commissioner FLEMING reported yesterday Susquehanna Township responded to three (3) separate cooking related fires and those damages totaled approximately \$75,000.00.

Commissioner FLEMING remarked most kitchen fires result from unattended cooking and almost all involve cooking with oil and grease so monitor the heat of the oil and have a pan lid close by should a fire occur.

Commissioner FLEMING remarked should a fire occur cover the fire and do not douse it with water, turn off the heat source and let the pan cool and the fire will smother out.

Commissioner FLEMING thanked Police, Fire and EMS for their quick response to the building collapse yesterday and he remarked the Township wishes the injured man well.

Commissioner FLEMING reported on August 10, 2017 at Fort Hunter Park there will be a statewide hurricane response drill hosted by the PA Fish Commission, PEMA, PA National Guard Aviation and Rescue Fire Company.

Commissioner FLEMING reported the exercise will have Rescue Fire personnel responding in CH-47 Chinooks and offloading gear plus they will be conducting water rescues with other stake holders.

**Recreation** – No Report

**Planning & Zoning** – No Report

### **BIDS AND AGREEMENTS:**

#### **Arbordale Raingarden Rehabilitation Agreement**

Manager KRATZER reported the developer of the Arbordale Subdivision declared bankruptcy and has abandoned the project so the Township has called and received the remaining proceeds of the Letter of Credit.

Manager KRATZER reported much of the remaining items to be completed relate to the condition of storm water management facilities on site.

Manager KRATZER reported the scope of work from Land Studies out of Lititz will be funded through use of the LOC proceeds and once the scope of work is completed long-term ownership and maintenance responsibility will transition to the Arbordale HOA.

Commissioner FLEMING moved to approve the Arbordale Raingarden Rehabilitation Agreement to be funded through use of the Letter of Credit remaining proceeds; Seconded by Commissioner PYNE and unanimously approved.

#### **HRG Change Order #3 – Montrose Street Base Pavement Reconstruction**

Township Engineer GRUBIC reported Change Order #3 for the Montrose Street Base Pavement Reconstruction was necessitated by the utility relocations from SUEZ Water and UGI in the amount of \$35,000.00 and he recommends the change order be accepted.

Commissioner REBARCHAK moved to approve the HRG Change Order #3 for the Montrose Street Base Pavement Reconstruction necessitated by the utility relocations from SUEZ Water and UGI in the amount of \$35,000.00; Seconded by Commissioner ENGLE and unanimously approved.

### **Traffic Signal Control Maintenance RFP**

Manager KRATZER reported the Township received four (4) responses from the following providers:

- 1) Telco, Inc. (Township's current provider)
- 2) Atlantic Transportation Systems, Inc.
- 3) PERCS
- 4) C.M. High, Inc.

Manager KRATZER reported the contract is not subject to bidding requirements.

Public Safety Director MARTIN reported the lowest proposal was Telco, Inc.; however they are 90 minutes to 2 hours away and the Township is charged for that drive time.

Public Safety Director MARTIN reported his recommendation is to move away from Telco, Inc. and transition to Atlantic Transportation Systems, Inc.

Commissioner ENGLE moved to authorize the Township go with the recommendation of Public Safety Director MARTIN and use Atlantic Transportation Systems, Inc. for traffic signal control maintenance; Seconded by Commissioner SCHUBERT and unanimously approved.

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

#### **Ordinance 17-09**

#### **Placement of a Stop Sign at the End of the Circle School Driveway at Wilhelm Road**

Vice President JOHNSON moved to adopt Ordinance 17-09 for the placement of a stop sign at the end of the Circle School driveway at Wilhelm Road; Seconded by Commissioner PYNE and unanimously approved.

#### **Resolution 17-R-07**

#### **Application for Traffic Signal Approval on Union Deposit Road at Dauphin Plaza & Union Square**

Commissioner PYNE moved to adopt Resolution 17-R-07 for an application for traffic signal approval on Union Deposit Road at Dauphin Plaza & Union Square; Seconded by Commissioner SANDERSON and unanimously approved.

**Resolution 17-R-08**

**Authorizing an Application to the Pennsylvania Municipal Assistance Program**

Commissioner SCHUBERT moved to adopt Resolution 17-R-08 authorizing an application to the Pennsylvania Municipal Assistance Program; Seconded by Commissioner ENGLE.

Motion carried 8-0. Commissioner SANDERSON recused himself from the Vote.

**SUSQUEHANNA MARKETPLACE HOTELS/RESTAURANT**

Zoning Officer ROHRER presented the Preliminary/Final Land Development Plan for the purpose of constructing two (2) five-story hotels, a drive through restaurant and related site improvements.

Zoning Officer ROHRER reported the property is 6.587 acres which is zoned CH, Commercial Highway and is located on the East side of Progress Avenue between Brindle Drive and Valley Road.

Zoning Officer ROHRER reported the Plan was recommended for approval by the Planning Commission contingent upon the approval of the following waivers:

- 1) Approval of waiver of the Preliminary Plan Requirement.
- 2) Approval of the partial waiver request of the installation of street trees.
- 3) Approval of the waiver of sidewalks along Valley Road.
- 4) Approval of the waiver of sidewalks along Marketplace Way.
- 5) Denial of the waiver of sidewalks along North Progress Avenue.
- 6) Approval of the Final Plan subject to addressing any outstanding comments from HRG's review memo dated November 23, 2016.

Paula Leicht of Mette, Evans & Woodside reported to the Board that Union Deposit Corporation has been working with representatives of the Township on a resolution to the waiver request for sidewalks on Progress Avenue because of the steep slopes there.

Attorney Leicht informed the Board Union Deposit Corporation has discussed with members of the Township a compromise with respect to the sidewalk which involves putting an asphalt pathway approximately 1,700 feet in length and 4-feet wide on the School District property.

Attorney Leicht remarked to the Board if the School District would accept the asphalt pathway along Elmerton Avenue outside the Penn DOT Right-of-Way Union Deposit would agree to design, construct and pay for the construction of the pathway.

Attorney Leicht commented to the Board if that offer is not accepted what Union Deposit Corporation is proposing as an alternative is to contribute \$50,000.00 to the Township sidewalk fund to be used in a location where the Township feels is most appropriate.

Township Engineer GRUBIC stated Item #6 outstanding comments have been addressed.

The Board members discussed their views regarding the sidewalk waiver.

Commissioner SCHUBERT moved to approve the request for a partial sidewalk waiver on Progress Avenue, Valley Road and Marketplace Way conditional upon acceptance of an adherence to the understandings contained in the letter from Paula Leicht, Attorney for Union Deposit Corporation dated July 13, 2017 addressed to the Township Manager; Seconded by Commissioner ENGLE.

President LYNCH called for a Roll Call Vote and Manager KRATZER did the Roll Call.

The Vote:

Commissioner REBARCHAK	NAY
Commissioner SCHUBERT	AYE
Vice President JOHNSON	NAY
Commissioner PYNE	AYE
President LYNCH	AYE
Commissioner SANDERSON	AYE
Commissioner ENGLE	AYE
Commissioner FLEMING	NAY
Commissioner NAPPER	NAY

Motion carried 5-4.

Commissioner SCHUBERT moved to approve the following four (4) waivers:

- 1) Approval of waiver of the Preliminary Plan Requirement.
- 2) Approval of the partial waiver request of the installation of street trees.
- 3) Approval of the waiver of sidewalks along Valley Road.
- 4) Approval of the waiver of sidewalks along Marketplace Way.

Seconded by Commissioner SANDERSON.

Motion carried 5-4.

Commissioner SCHUBERT moved to approve the Plan based on the waivers granted; Seconded by Commissioner SANDERSON.

Motion carried 5-4.

Vice President JOHNSON stated she believes the Board will be back here in 5-years requesting grant money for the taxpayers to put sidewalks in these areas where people thought it was too steep today.

Vice President JOHNSON remarked she is sure this was the same conversation Union Deposit Corporation had years ago when they were out on Union Deposit Road and they did not put sidewalks in and now today the taxpayers are putting sidewalks in there.

## **THE CIRCLE SCHOOL**

Zoning Officer ROHRER presented a Waiver Request to allow The Circle School to construct a well at its new site at 727 Wilhelm Road instead of connecting to a public water supply as was indicated in the original Land Development Plan of June 2015.

Zoning Officer ROHRER reported the Waiver Request was recommended for approval by the Planning Commission contingent upon the approval of the following waiver:

- 1) Approval of the waiver request to allow a well instead of connection to Capital Region Water as the main water supply.

Commissioner PYNE moved to approve the waiver request to allow The Circle School to construct a well at its site at 727 Wilhelm Road instead of connecting to Capital Region Water as their main water supply; Seconded by Commissioner SCHUBERT and unanimously approved.

Julia James of The Circle School informed the Board the cost to put in the well is about \$20,000.00 and the student enrollment is about 70 children.

Ms. James informed the Board DEP will be regulating the use of the well water which will require a lot of testing.

## **UNFINISHED BUSINESS:**

Manager KRATZER informed the Board the Unfinished Business Report is in their packets.

## **PUBLIC SAFETY BUILDING EXPANSION PROJECT – CHANGE ORDERS**

Commissioner SCHUBERT moved to approve the Public Safety Building Expansion Project Change Orders in the amount of \$1,239.00; Seconded by Vice President JOHNSON and unanimously approved.

## **REPORTS: Manager – Traffic Studies**

Public Safety Director MARTIN reported the 1<sup>st</sup> Traffic Study request is for prohibition of parking on Diamond Street and he recommends the Board Table the Traffic Study.

Commissioner FLEMING moved to Table the Traffic Study for prohibition of parking on Diamond Street; Seconded by Vice President JOHNSON and unanimously approved.

Public Safety Director MARTIN reported the 2<sup>nd</sup> Traffic Study request relates to stop signs on Linn Street at the intersections of Ash Street and Poplar Street.

Public Safety Director MARTIN reported the Traffic Study recommends NO additional stop signs and he concurs with the recommendation.



Public Safety Director MARTIN reported the 3<sup>rd</sup> Traffic Study request relates to prohibition of parking at the intersection of Herr Street and Canby Street.

Public Safety Director MARTIN reported the Traffic Study recommends prohibition of parking on the South side of Herr Street from the intersection with Canby Street East bound for 165 feet for sight distance and he concurs with the recommendation.

Vice President JOHNSON moved to authorize Solicitor FOREMAN to draft and advertise an Ordinance for the prohibition of parking on the South side of Herr Street from the intersection with Canby Street East bound for 165 feet for sight distance; Seconded by Commissioner ENGLE and unanimously approved.

**Police Department**

**Health Department**

**Building Inspector**

**Plumbing Inspector**

**Highway Department**

**Engineer** – No Report

**Solicitor** – No Report

**Fire Marshal** – No Report

**Emergency Management** – No Report

Reports # 2 through # 7 and # 9 and # 10 are posted and approved as published.

**School Board**

School Board President John Dietrich reported Dr. Tamara Willis has assumed the position of District Superintendent.

School Board President Dietrich reported the next School Board meeting will take place on Monday, July 17, 2017.

School District President Dietrich reported a name will be recommended to fill the Assistant Superintendent position.

**Authority**

Commissioner SANDERSON reported the Authority is on track to re-finance \$425,000.00 in savings through a bank loan.

Commissioner SANDERSON reported he expects the Authority will take that action most likely in August.

**Indian Wheels**

Commissioner REBARCHAK reported Indian Wheels is seeking volunteer drivers and for those who may not be familiar with the service; Indian Wheels offers free transportation to Township residents over 60 to places such as doctor offices and grocery stores and for more information on becoming a volunteer please call 717-909-9254.

## **Shade Tree**

Commissioner REBARCHAK reported applications for free shade trees are now available on the Township web-site and the deadline for application is August 1, 2017.

Commissioner REBARCHAK reported applications can be found on the Township web-site or stop by the Township Building to pick up an application.

**Communications** – No Report

**Community Outreach** – No Report

**Human Relations Commission** – No Report

**Community and Economic Development** – No Report

## **NEW BUSINESS: Conflict of Interest Waiver-Foreman & Caraciolo - June 15, 2017**

Vice President JOHNSON moved to authorize execution of the Conflict of Interest Waiver received from Foreman & Caraciolo dated June 15, 2017; Seconded by Commissioner PYNE and unanimously approved.

**COMMISSIONER COMMENTS:** None

## **PAYMENT OF BILLS:**

Commissioner SANDERSON moved to accept the report of bills paid for July:  
General Fund Check #328362 through #328565 and Check #614277 through #614280 in the amount of \$553,432.39

Highway Fund Check #102076 through #102079 in the amount of \$3,361.01

Street Light Fund Check #1179 through #1180 in the amount of \$26,482.65

Developers Recreation Fund Check #1128 through #1129 in the amount of \$48,274.10

Bond Issue of 2002 Fund Check #1289 through #1291 in the amount of \$28,666.50

Bond Issue of 2012 Fund Check #1169 in the amount of \$110,372.50

Fire Protection Fund Check #707538 through #707589 in the amount of \$142,508.31  
(Unallocated, Overhead Expenses - \$13,574.52) (Edgemont Fire - \$3,977.62) (Progress Fire \$4,049.94) (Rescue Fire - \$120,906.23)

**Grand Total - \$913,097.46**

Seconded by Commissioner PYNE and unanimously approved.

## **ADJOURNMENT:**

Vice President JOHNSON moved the meeting be adjourned at 10:20 P.M.; Seconded by Commissioner SANDERSON and unanimously approved.

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

David W. Kratzer, Jr.  
Secretary-Manager