

MINUTES

SUSQUEHANNA TOWNSHIP BOARD OF COMMISSIONERS

WORKSHOP MEETING FEBRUARY 22, 2018

WORKSHOP MEETING

President LYNCH called to order the Workshop Meeting of the Susquehanna Township Board of Commissioners on Thursday, February 22, 2018 at 7:20 P.M. at the Municipal Building, 1900 Linglestown Road, Harrisburg, PA. All Commissioners were present except Commissioner NAPPER who was excused.

President LYNCH stated an Executive Session Meeting was held at 6:00 P.M. to discuss matters permitted by law including litigation.

ROLL CALL: COMMISSIONERS

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

TOWNSHIP PERSONNEL:

David W. Kratzer, Jr. – Township Manager
Mark Wendaur – Solicitor
Betsy Logan – Community & Economic Development Director
Robert Martin – Public Safety Director
George Drees – Fire Marshal
Jonniene Urban – Administrative Assistant

OTHERS IN ATTENDANCE: Mandy Arnold, Erica Koser, Lou Verdelli, Scott Kramer, Chris Gibbons and Thomas J. Ward, Jr.

PLEDGE OF ALLEGIANCE:

Pledge of Allegiance was led by Thomas J. Ward, Jr. followed by a moment of silence.

PUBLIC COMMENT: None

Presentation by RBC Capital Markets, McNees Wallace & Nurick and Concord Public Finance – Refunding of Susquehanna Township Authority Series 2013 & Series 2016 Loans

Scott Kramer, Managing Director of RBC Capital Markets, presented the Board a summary of the refunding plan of all existing Susquehanna Township Authority outstanding debt.

Mr. Kramer explained that the Board Series 2012, Series 2013 and Series 2016 is a tax-exempt refunding and Series 2014 and Series 2017 is contemplated to be a taxable refunding.

Mr. Kramer remarked the Township's refunding of all of the Authority's outstanding debt allows the Authority to eliminate the current debt in its entirety and free itself from the constraints of the existing Indenture, including elimination of 1.20x coverage requirement.

Mr. Kramer commented the refunding plan does not extend the Authority's debt as the final maturity date still occurs on July 31, 2039.

Through elimination of the coverage requirement, Mr. Kramer stated that the annual budgetary savings of approximately \$8.6 million would enable the Authority to finance upcoming capital needs with cash or bond financing.

Mr. Kramer explained debt consolidation will allow the Authority to realize additional savings from ongoing costs i.e., annual Trustee fees; the Authority currently pays annual Trustee fees of \$14,000 on its existing debt.

In summary, Mr. Kramer stated the goal is to eliminate rate risk, lock in low interest rates, and eliminate the constraints of the Indenture.

President LYNCH thanked Mr. Kramer for his detailed summary regarding the refunding plan.

Presentation by Gavin Advertising – Proposal for Branding Services

Mandy Arnold, President and CEO of Gavin Advertising, presented a proposal for Susquehanna Township branding services to the Board of Commissioners.

Mandy Arnold explained in detail the contents of the proposal which include the following:

- 1) Township New Seal Design
- 2) Township "Marketing" Logo Design
- 3) Basic Brand Standards Creation
- 4) Comprehensive Brand Standards Creation
- 5) Template Materials Creation
- 6) Rollout Communications Support
- 7) Account Management

President LYNCH thanked Mandy Arnold for her presentation and informed her that the Board will review and discuss her proposal and will contact her with their decision.

Discussion Regarding Private Street Dedication Policy

DCED Director BETSY LOGAN stated the Township has received a request from Hillside Court Home Owners Association to adopt their private road.

Director LOGAN remarked Staff reviewed the status of all private roads within the Township and the financial impact to the Township if it accepts roads intended to be maintained by private homeowners associations.

Director LOGAN commented a survey was conducted to determine the number of private roads in the Township and to assess the potential fiscal impact if all current private roads were adopted into the public street system. There are currently 45 private roads throughout the Township.

Director LOGAN reported these 45 roads were studied to determine if they meet the Township's roadway standards and if they would qualify for liquid fuel funds as per PennDOT requirements.

Director LOGAN reported that based on the survey it is recommended the Board adopt a policy, which outlines specific criteria the Township should consider prior to adopting any private road.

Director LOGAN explained to the Board members if the outlined criteria she reviewed with them was used; only Hillside Court of the 45 roads reviewed would qualify for street dedication.

Commissioner SANDERSON suggested that the Township codify the criteria via Ordinance rather than simply establishing a policy.

Discussion Regarding Grant Funded Composting Equipment

Manager KRATZER and Director LOGAN briefed the Board on ongoing conversations with the Pennsylvania Department of Environmental Protection regarding equipment purchased in the past by the Township for use at Dig My Earth's composting facility using Section 902 Recycling Grant Funds.

Authorization to Advertise for Sale – 2006 Dodge Durango

Commissioner SANDERSON moved to authorize the advertisement for the sale of a 2006 Dodge Durango; Seconded by Vice President JOHNSON and unanimously approved.

2018 Boards and Commissions – Appointments/Reappointments

Zoning Hearing Board – Alternate

Vice President JOHNSON moved to appoint Bub Manning to the Zoning Hearing Board as an Alternate for a 1-year term; Seconded by Commissioner FLEMING and unanimously approved.

Planning Commission

Commissioner ENGLE moved to appoint Brian Moore to the Planning Commission for a 4-year term; Seconded by Commissioner SANDERSON and unanimously approved.

COMMISSIONER COMMENTS: None

OTHER BUSINESS: None

ADJOURNMENT:

Commissioner SANDERSON moved the Workshop Meeting be adjourned at 9:30 P.M.;
Seconded by Vice Present JOHNSON and unanimously approved.

Signed: _____

David W. Kratzer, Jr.
Secretary-Manager