

MINUTES

SUSQUEHANNA TOWNSHIP BOARD OF COMMISSIONERS

WORKSHOP MEETING APRIL 26, 2018

WORKSHOP MEETING

President LYNCH called to order the Workshop Meeting of the Susquehanna Township Board of Commissioners on Thursday, April 26, 2018 at 6:40 P.M. at the Municipal Building, 1900 Linglestown Road, Harrisburg, PA. All Commissioners were present except Commissioner ENGLE and Commissioner PYNE who were excused.

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

ROLL CALL: COMMISSIONERS

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

TOWNSHIP PERSONNEL:

David W. Kratzer, Jr. – Township Manager
Mark G. Wendaaur – Solicitor
Betsy Logan – Community & Economic Development Director
Jonniene Urban – Administrative Assistant

OTHERS IN ATTENDANCE: Christine Broadfield, Tracey Vernon, Vanessa Shamberg, Beryl Kuhr and Stephen Dorko.

PLEDGE OF ALLEGIANCE:

Pledge of Allegiance was led by Russell Urban followed by a moment of silence.

PUBLIC COMMENT: None

Sustainable Susquehanna 2030 Project Update and Discussion

Tracey Vernon of Michael Baker International informed the Board five (5) focus groups were conducted at the Susquehanna Township Municipal Building on April 3-5, 2018 with various organizations to discuss the Sustainable Susquehanna 2030 Comprehensive Plan.

Ms. Vernon presented to the Board a brief overview of the Comprehensive Plan and then asked each Board member their opinion on ten (10) questions from a flyer she distributed to them.

Ms. Vernon informed the Board the Township has planned two (2) Public Workshops and a Public Open House regarding Sustainable Susquehanna 2030.

Ms. Vernon remarked the 1st Public Workshop will be held on Tuesday, May 8, 2018 from 6:00 P.M. to 8:00 P.M. at the Township Municipal Building at 1900 Linglestown Road.

Ms. Vernon commented the 2nd Public Workshop will be held on Wednesday, May 9, 2018 from 6:00 P.M. to 8:00 P.M. at the First Alliance Church at 403 South Progress Avenue.

Ms. Vernon stated the Public Open House will be held on Wednesday, June 13, 2018 from 6:00 P.M. to 8:00 P.M. at the Fort Hunter Centennial Barn East Pavilion at 5300 North Front Street.

Ms. Vernon informed the Board The Chicken Truck will be present at the Public Open House at Fort Hunter on Wednesday, June 13, 2018 serving various sandwiches, desserts and drinks.

Discussion Re: Sewage Enforcement Services

DCED Director BETSY LOGAN informed the Board there are 300-350 homes in the Township with septic systems which are in the Rose Hill area and Paxton Church Road area that need annual inspections and also an annual report must be completed.

DCED Director LOGAN informed the Board Spencer SEO Services, LLC is very responsible and reputable and Staff recommends hiring the company for their sewage enforcement services.

Commissioner FLEMING moved to approve Len Spencer of Spencer SEO Services, LLC as the new Sewage Enforcement Officer for Susquehanna Township; Seconded by Commissioner SANDERSON and unanimously approved.

Discussion Re: Technology Upgrade Proposal

DCED Director LOGAN informed the Board the Township has been working with Fraser Advanced Information Systems over the last 5-months on a document management system for the Township since currently everything is paper and not much scanning of documents is done.

DCED Director LOGAN remarked Fraser has proposed the following two (2) options:

- 1) 10 concurrent users – purchase price \$26,239.00 – 60 month lease: \$566.27 monthly
- 2) 5 concurrent users – purchase price \$21,734.00 – 60 month lease: \$460.76 monthly

After the Board discussed the technology upgrade proposal; the members informed DCED Director LOGAN to contact additional companies for their pricing.

DCED Director LOGAN informed the Board the 2nd item to be discussed is the copiers which currently the Township has a contract with Xerox for two (2) large copy machines located in the Police Department and the Administration Building.

DCED Director LOGAN stated there are also 22 individual desktop printers in Township offices.

DCED Director LOGAN commented the proposal from Fraser is for one (1) new Sharp machine for the Police Department and one (1) new Sharp machine for the Administration Building plus eight (8) individual printers for various Township offices.

DCED Director LOGAN remarked Fraser proposes to pay off the Xerox leases including equipment return not to exceed \$21,668.76 and the Township would pay \$1,768.95.

After the Board discussed the proposal for new copiers; the members decided to review the proposal further.

Dauphin County Local Share Municipal Grant Agreement – Wedgewood Hills Swim Club Authorization to Execute

Commissioner SANDERSON moved to authorize the execution of the Dauphin County Local Share Municipal Grant Agreement for Wedgewood Hills Swim Club; Seconded by Vice President JOHNSON and unanimously approved.

Sustainable Susquehanna 2030 – Michael Baker International Scope Amendment

Commissioner FLEMING moved to approve the Michael Baker International Amendment for Sustainable Susquehanna 2030 in the amount of \$4,060.80; Seconded by Commissioner SANDERSON and unanimously approved.

COMMISSIONER COMMENTS:

Commissioner SANDERSON remarked he posted the Sustainable Susquehanna 2030 Comprehensive Plan survey to his Facebook page.

Commissioner ROTHROCK commented he also posted the Sustainable Susquehanna 2030 Comprehensive Plan survey to Next Door which is a neighborhood chat site.

OTHER BUSINESS: None

ADJOURNMENT:

Commissioner ROTHROCK moved the Workshop Meeting be adjourned at 7:20 P.M.; Seconded by Commissioner SANDERSON and unanimously approved.

Signed: _____

David W. Kratzer, Jr.
Secretary-Manager