

MINUTES

SUSQUEHANNA TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING SEPTEMBER 13, 2018

REGULAR MEETING

President LYNCH called to order the Regular Meeting of the Susquehanna Township Board of Commissioners on Thursday, September 13, 2018 at 7:35 P.M. at the Municipal Building, 1900 Linglestown Road, Harrisburg, PA. All Commissioners were present except Commissioner ENGLE who was excused.

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

ROLL CALL: COMMISSIONERS

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

TOWNSHIP PERSONNEL

David W. Kratzer, Jr., Manager
Michael M. Miller, Esq., Solicitor
Robert C. Grubic, P.E., Engineer
Robert Martin
Betsy Logan
Jill Lovett
Nate Spriggs
Travis Mease
Jonniene Urban

OTHERS IN ATTENDANCE: Ryan Hannon, Joe Hannon, and Sally Robenseifner.

PLEDGE OF ALLEGIANCE:

President LYNCH reminded everyone in attendance to keep in their thoughts and prayers all those from our area and nationwide who died seventeen years ago on 9/11 in New York, Washington D.C. and in our own fields of western Pennsylvania.

Pledge of Allegiance was led by Vice President JOHNSON followed by a moment of silence.

PETITIONS, COMPLAINTS, SUGGESTIONS FROM CITIZENS: None

APPROVAL OF MINUTES:

Regular Meeting – August 9, 2018

Vice President JOHNSON moved the minutes of the Regular Meeting held on August 9, 2018 be approved as published; Seconded by Commissioner PYNE and unanimously approved.

Workshop Meeting – August 23, 2018

Vice President JOHNSON moved the minutes of the Workshop Meeting held on August 23, 2018 be approved as published; Seconded by Commissioner NAPPER and unanimously approved.

RECOGNITIONS AND PRESENTATIONS: None

REPORTS OF COMMITTEES:

Building & Grounds – No Report

Budget, Finance, Insurance & Pension

Commissioner SANDERSON reported this is September so it is officially budget season.

Commissioner SANDERSON reported the normal procedure is to adopt a Preliminary Budget in November and a Final Budget in December.

Commissioner SANDERSON reported this gives the Board approximately 2-months to review the revenues and expenditures line items.

Public Works

Commissioner NAPPER reported for the month of August the Public Works Department repainted NO parking lines on Herr Street in the 3rd Ward, replaced drainage pipe and repaired inlets on Brooks Vale Court and Beaufort Hunt Drive.

Commissioner NAPPER reminded residents leaving grass clippings in the street can be harmful to drivers, pedestrians, stormwater sewer systems and streams.

Commissioner NAPPER reminded residents they can be cited and fined in accordance with Susquehanna Township's Code of Ordinances Chapter 10, Part 1, Section 10-101.

Commissioner NAPPER reminded residents the best way to handle yard trimmings is:

- 1) Sweep, collect and bag clippings and leaves.
- 2) Blow grass clippings back onto the lawn where they become mulch and natural fertilizer.
- 3) Rake or blow clippings into a compost pile where they can decompose without odor.

Health & Sanitation

Commissioner REBARCHAK reported the next scheduled yard waste pickup by Penn Waste is Saturday, September 15, 2018 so please have woody waste materials at the curb or alley prior to 6:00 A.M. that day.

Commissioner REBARCHAK reported recently there has been some confusion regarding the approved containers for yard waste collection.

Commissioner REBARCHAK reported Penn Waste had released a flyer stating that yard waste should be placed in brown paper kraft bags.

Commissioner REBARCHAK reported while these bags are acceptable receptacles for yard waste, plastic or metal buckets, barrels or cans are also still acceptable.

Commissioner REBARCHAK reminded residents as always plastic bags are NOT permitted for yard waste collection.

Commissioner REBARCHAK reported in the month of October Penn Waste will collect residents' yard waste on the first and third Saturdays of the month being October 6th and October 20th.

Commissioner REBARCHAK reported in recent months there has also been some confusion regarding which specific materials Township residents may place in their recycling bins for pickup by Penn Waste.

Commissioner REBARCHAK reported for all intents and purposes the list of acceptable materials has not changed for Township residents.

Commissioner REBARCHAK reported although Penn Waste has instituted new policies for recycling with other municipalities Susquehanna Township residents may continue to recycle as they have in the past per the Township's contract with Penn Waste.

Commissioner REBARCHAK reminded residents the following items are acceptable to place in your recycle bin:

- | | |
|---------------------------------------|--|
| 1) Metal food and beverage containers | 5) Food cartons such as cereal boxes |
| 2) Glass | 6) Cardboard |
| 3) Newsprint/Magazines | 7) Office Paper |
| 4) Plastics (#1-7) | 8) Food cartons from items such as ice cream and chicken broth |

Administration & Personnel – No Report

Police Department

De-Certify Existing Civil Service Hiring List – Patrol Officer

Commissioner FLEMING moved to de-certify the existing Civil Service Hiring List for Patrol Officer; Seconded by Commissioner SANDERSON and unanimously approved.

Certify New Civil Service Hiring List – Patrol Officer

Commissioner FLEMING moved to certify the new Civil Service Hiring List for Patrol Officer; Seconded by Commissioner SANDERSON and unanimously approved.

Hire Two (2) Probationary Patrol Officers – Conditional Offer of Employment

Commissioner FLEMING moved to approve the hire of John Marsh as Probationary Patrol Officer with a conditional offer of employment pending the passing of a physical, psychological and polygraph examination; Seconded by Commissioner SANDERSON and unanimously approved.

Commissioner FLEMING moved to approve the hire of Brian Aponte as Probationary Patrol Officer with a conditional offer of employment pending the passing of a physical, psychological and polygraph examination; Seconded by Commissioner SANDERSON and unanimously approved.

Fire, EMS, EMA – No Report

Recreation – No Report

Planning & Zoning

Commissioner ROTHROCK reported the Planning Commission meeting scheduled for August 27, 2018 was cancelled due to the lack of an Agenda.

Commissioner ROTHROCK reported the Zoning Hearing Board meeting scheduled for September 5, 2018 was cancelled due to the withdrawal of the only item on the Agenda.

Commissioner ROTHROCK reported the next Zoning Hearing Board meeting is scheduled for October 3, 2018.

BIDS AND AGREEMENTS:

Vehicle for Sale – 2006 GMC 2500 Cargo Van – Authorization to Advertise

Commissioner SANDERSON moved to authorize Manager KRATZER to advertise the sale of a 2006 GMC 2500 Cargo Van which was used by the Police Department as a crime scene vehicle; Seconded by Commissioner PYNE and unanimously approved.

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

Resolution 18-R-12

Authorizing the Township Manager to Sign and Submit an Application for Traffic Signal Modification Approval to PennDOT for the Intersection of Linglestown Road and Oakhurst Boulevard

Resolution 18-R-13

Authorizing the Township Manager to Sign and Submit an Application for Traffic Signal Modification Approval to PennDOT for the Intersection of Linglestown Road and Blue Mountain Commons Drive

Resolution 18-R-14

Authorizing the Township Manager to Sign and Submit an Application for Traffic Signal Modification Approval to PennDOT for the Intersection of Linglestown Road and Progress Avenue

Resolution 18-R-15

Authorizing the Township Manager to Sign and Submit an Application for Traffic Signal Modification Approval to PennDOT for the Intersection of Linglestown Road and Crooked Hill Road

Resolution 18-R-16

Authorizing the Township Manager to Sign and Submit an Application for Traffic Signal Modification Approval to PennDOT for the Intersection of Linglestown Road and Deer Path Road

Resolution 18-R-17

Authorizing the Township Manager to Sign and Submit an Application for Traffic Signal Modification Approval to PennDOT for the Intersection of Linglestown Road and Fargreen Road

Resolution 18-R-18

Authorizing the Township Manager to Sign and Submit an Application for Traffic Signal Modification Approval to PennDOT for the Intersection of Linglestown Road and Sturbridge Drive

Vice President JOHNSON moved to adopt Resolution 18-R-12 thru Resolution 18-R-18 authorizing Manager KRATZER to sign and submit an application for traffic signal modification approval to PennDOT for the intersection of Linglestown Road at Oakhurst Boulevard, Blue Mountain Commons Drive, Progress Avenue, Crooked Hill Road, Deer Path Road, Fargreen Road and Sturbridge Drive; Seconded by Commissioner SANDERSON and unanimously approved.

4391 STURBRIDGE ASSOCIATES, LLC

Township Engineer ROBERT GRUBIC presented a request to reduce the Site Improvement Guarantee at 4391 Sturbridge Associates, LLC from \$302.50 to \$0.00.

Engineer GRUBIC reported HRG reviewed the request and recommended approval.

Commissioner PYNE moved to approve the request to reduce the Site Improvement Guarantee at Sturbridge Associates, LLC from \$302.50 to \$0.00; Seconded by Vice President JOHNSON and unanimously approved.

UNFINISHED BUSINESS: None

REPORTS: Manager – Traffic Studies

Public Safety Director ROBERT MARTIN reported the 1st Traffic Study request is for speed humps on Redwood Street.

Public Safety Director MARTIN reported the Traffic Study recommends NO speed humps be installed and he concurs with the recommendation.

Public Safety Director ROBERT MARTIN reported the 2nd Traffic Study request is for placement of a 4-way stop sign on Crooked Hill Road for Northbound and Southbound traffic at the intersection with Deer Path Road.

Public Safety Director MARTIN reported the Traffic Study recommends the following:
1) Placement of a 4-way stop sign on Crooked Hill Road for Northbound and Southbound traffic at the intersection with Deer Path Road.
2) Install marked crosswalks at the intersection.

Public Safety Director MARTIN stated he concurs with these recommendations.

Commissioner FLEMING moved to authorize Solicitor MICHAEL MILLER to draft and advertise an Ordinance for the placement of a 4-way stop sign on Crooked Hill Road for Northbound and Southbound traffic at the intersection with Deer Path Road and install marked crosswalks at the intersection; Seconded by Commissioner NAPPER and unanimously approved.

Police Department
Health Department
Building Inspector
Plumbing Inspector
Public Works-Highway/Sewer
Engineer

Reports #2 to #7 and #9, #10, #12, #13 and #14
are posted and approved as published.

Township Engineer GRUBIC reported on the roadway situation on Paxton Church Road West of Shut Mill Road.

Engineer GRUBIC reported HRG has done some preliminary studies and looked at some geotechnical studies related to the roadway and it is NOT in eminent danger of failure; however, HRG is continuing the studies to determine just what the extent of the work that would need to be done and attempting to establish some parameters for controlling the drainage and repairing the roadway.

Engineer GRUBIC reported the roadway is safe for Township fire apparatus.

Engineer GRUBIC reported the Union Deposit Road Sidewalk Project is almost complete with the exception of some railings along some of the areas on the low point of the road.

Engineer GRUBIC reported a walk through was done the other day with the contractor, Township Staff, representatives of HRG and PennDOT and everything looked very good.

Engineer GRUBIC reported there were a couple minor punch list items that the contractor will be addressing within the next few weeks.

Engineer GRUBIC reported the project was completed ahead of schedule and will be completed under budget once the credit change orders are established.

Engineer GRUBIC reported the handrails will be delivered and installed early next week.

Commissioner REBARCHAK asked Engineer GRUBIC when the Uptown Construction Project will be completed since there has been a number of setbacks with utility conflict.

Engineer GRUBIC stated the completion date of the whole project is expected to be finished in early 2019.

Solicitor – No Report

Fire Marshal – No Report

Emergency Management – No Report

School Board – No Report

Authority

Commissioner SANDERSON informed the Board the new video camera truck for the Sewer Authority has arrived and it is awesome.

Commissioner SANDERSON reported the Sewer Authority is updating their equipment and the infrastructure.

Indian Wheels – No Report

Shade Tree

Commissioner REBARCHAK reported the Shade Tree Commission reminds residents and businesses that it is the property owners' responsibility to trim the branches of trees

located on their property which hang less than 14-feet above any road or alleyway or less than 8-feet above any sidewalk.

Commissioner REBARCHAK reminded residents that they are required to remove dead branches greater than 2-inches in diameter from any trees located on their property.

Commissioner REBARCHAK reported it is also the property owners' responsibility to remove any dead tree located on their property as well as grind the stump and replace the tree for those trees located in the tree lawn or right-of-way.

Commissioner REBARCHAK reported these announcements have been made in the past but it bears repeating.

Commissioner REBARCHAK reported low hanging limbs have impeded and damaged school buses, fire apparatus and other large Township vehicles and low hanging branches over sidewalks obviously limit pedestrians' ability to walk safely.

Commissioner REBARCHAK reported it is critical that property owners remove dead branches and dead trees especially as we enter hurricane season.

Commissioner REBARCHAK reported the threat to loss of property and loss of life is very serious when storms take down limbs and trees.

Commissioner REBARCHAK reported while tree maintenance can be expensive it is far less costly to remove dead tree limbs and dead trees than the expenses incurred from damage to homes, vehicles and threat to humans by fallen trees and limbs.

Commissioner REBARCHAK reported property owners are strongly encouraged to regularly monitor and maintain their trees to protect not only themselves but also their neighbors.

Commissioner REBARCHAK reminded residents to try to budget ahead for these expenses and talk to your neighbors who also have trees on their property about jointly hiring an arborist to potentially reduce the cost.

Commissioner REBARCHAK reminded residents if they are aware of a dead tree or a tree with large dead branches in their neighborhood to please contact the Township with this information so the property owner can be notified accordingly.

Communications

Commissioner PYNE reminded residents that within a month's time the Township Fall/Winter Newsletter will be arriving in their mail on or about October 8, 2018.

Commissioner PYNE reported included in the Newsletter will be the following feature articles:

1) New sidewalk installation on Union Deposit Road.

- 2) Veterans Park renovations and Boyd Park development/construction plans.
- 3) Summer recreation programs recap.
- 4) Senior citizens services including Meals on Wheels, Indian Wheels, senior softball and senior fitness class.

Commissioner PYNE reported the Newsletter will also include voter information for the November General Election, newly released recycle guidelines from Penn Waste as well as the usual information from all of the Township departments.

Community Outreach – No Report

Human Relations Commission – No Report

Community and Economic Development – No Report

Parks and Recreation

Public Works Director NATE SPRIGGS reported the Public Works Department is taking down the basketball courts at Edgemont Park as part of a Parks and Recreation project.

Public Works Director SPRIGGS reported Harlem Globetrotter Chris “Handles” Franklin’s Foundation is paying for new basketball courts, rims and new resurfacing as part of the project and the Public Works Department will be doing the labor.

Public Works Director SPRIGGS reported he hopes to have the whole project completed by next Thursday because Chris wants to do a Grand Opening of the park on Saturday, September 22, 2018.

Commissioner ROTHROCK thanked the Public Works Department for the speed humps on Continental Drive.

Public Works Director SPRIGGS informed the Board a hot tape application of lines will be done when the weather gets better and he stated he will make sure cones are placed there to warn motorists of the speed humps.

Public Works Director SPRIGGS informed the Board the tape application is on the agenda for early next week if the weather is cooperates.

President LYNCH informed the Board the ribbon cutting ceremony scheduled for last night for the Veterans Park playground restoration was cancelled due to the weather.

President LYNCH remarked no makeup date has been scheduled so far; however, when the ribbon cutting ceremony is rescheduled it will be posted on the web-site.

NEW BUSINESS:

2018 Boards and Commissions – Vacancy – Zoning Hearing Board

President LYNCH stated there is still a vacancy on the Zoning Hearing Board which needs to be filled.

Commissioner SANDERSON reported on multiple occasions the Board has been discussing the establishment of a PACE Program and he has not heard any objections related to creating one.

Commissioner SANDERSON asked the Board for permission to draft an Agreement and with counsel's assistance present it to the Board and talk about its advantages.

Commissioner SANDERSON reported PACE is a clean energy program passed into law this Summer and Pennsylvania is the 38th State to adopt the program.

Commissioner SANDERSON reported NO public money is involved in the program which helps businesses improve on their own business energy efficiency; however, residents are not allowed by law to participate.

Commissioner SANDERSON moved to authorize Solicitor MILLER draft an Agreement establishing a PACE Program for the Township and present it to the Board for further consideration; Seconded by Vice President JOHNSON and unanimously approved.

COMMISSIONER COMMENTS:

Commissioner PYNE informed the Board within the last month his oldest son became seriously ill with a life threatening health condition that evolved into respiratory failure and he was in Hershey Medical Center for about 9-days in the Intensive Care Unit.

Commissioner PYNE thanked the Board members and Township Staff for their care, prayers and good wishes he received for his son.

Vice President JOHNSON thanked the community, the Susquehanna Township Police Department, the Board of Commissioners, the Hanna Family and the School District who offered to help a Susquehanna Township School District student who plays basketball and her family who lost over the Summer both her Mom and Dad.

Vice President JOHNSON extended special thanks to the Susquehanna Township Police Department who came up with a donation for the family in their time of need.

PAYMENT OF BILLS:

Commissioner SANDERSON moved to accept the report of bills paid for September:

General Fund Check #330127 through #330341 and Check #614298 through #614302 plus (4) ACH Withdrawals in the amount of \$651,049.66

Highway Fund Check #102136 through #102140 in the amount of \$10,026.99

Street Light Fund Check #1202 through #1205 in the amount of \$50,829.87

Developers' Rec Fund Check #1142 in the amount of \$16,806.67

Bond Issue of 2002 Fund Check #1293 in the amount of \$24,627.13

Bond Issue of 2012 Fund Check #1179 through #1180 in the amount of \$194,969.95

Fire Protection Fund Check #708136 through #708194 in the amount of \$149,239.24

(Unallocated, Overhead Expenses - \$133,142.35) (Edgemont Fire - \$937.40) (Progress Fire \$5,956.98) (Rescue Fire - \$9,202.51)

Grand Total - \$1,097,549.51

Seconded by Commissioner FLEMING and unanimously approved.

ADJOURNMENT:

Vice President JOHNSON moved the meeting be adjourned at 8:25 P.M.; Seconded by Commissioner SANDERSON and unanimously approved.

Signed: _____

David W. Kratzer, Jr.
Secretary-Manager