



# Susquehanna

TOWNSHIP

1900 Linglestown Road | Harrisburg, PA 17110

Phone 717.545.4751 | Fax 717.540.5298

susquehannatwp.com

## Susquehanna Township Board of Commissioners

### Regular Meeting Agenda

October 13, 2022

Pincus Room

6:30 p.m.

- A. CALL TO ORDER
- B. ROLL CALL
- C. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE
- D. PETITIONS, COMPLAINTS, SUGGESTIONS FROM CITIZENS
  - 1. Mr. Bob Pramik – 1116 Countryside Drive
- E. APPROVAL OF MINUTES
  - 1. September 22, 2022 – Board of Commissioners Workshop
- F. PUBLIC HEARINGS
  - 1. A PUBLIC HEARING ON A LIQUOR LICENSE TRANSFER APPLICATION FOR 59 NORTH PROGRESS AVENUE; PROPERTY DOING BUSINESS AS SHISHA LOUNGE AND CAFÉ, LLC.

*Mike Miller, Esq., Township Solicitor*

#### **Narrative**

Provided with the agenda is an application for an intermunicipal liquor license transfer submitted by Shisha Lounge and Café, LLC of 59 North Progress Avenue. The license requested for transfer is currently on a premises in the City of Harrisburg. The Township Solicitor will conduct the public hearing. Once closed, the Board is asked to direct staff to draft a resolution for consideration at the October 27<sup>th</sup> Workshop to formally approve the transfer.

*Recommended motion: That the Board of Commissioners direct staff to draft a resolution authorizing the liquor license transfer for 59 North Progress Avenue for Thursday, October 27<sup>th</sup>.*

**2. A PUBLIC HEARING ON A LIQUOR LICENSE TRANSFER APPLICATION FOR 3406 WALNUT STREET; PROPERTY DOING BUSINESS AS 99 WALNUT EXPRESS, LLC**

*Mike Miller, Esq., Township Solicitor*

**Narrative**

Provided with the agenda is a letter from Keith A. Clark of Shumaker Williams PC. requesting a public hearing on an intermunicipal liquor license transfer from Halifax Township, Dauphin County. The applicant establishment is doing business as “99 Walnut Express” (Nepali Indian Restaurant) and is located at 3406 Walnut Street. As provided in the letter, the applicant establishment would operate 11:00 a.m. to 9:00 p.m. on Monday through Saturday, and is proposing to serve beer, wine, and spirits on-site during their hours of operation. The Township Solicitor will conduct the public hearing. Once closed, the Board is asked to direct staff to draft a resolution for consideration at the October 27th Workshop to formally approve the transfer.

*Recommended motion: That the Board of Commissioners direct staff to draft a resolution authorizing the liquor license transfer for 3406 Walnut Street for Thursday, October 27<sup>th</sup>.*

**G. RECOGNITIONS AND PRESENTATIONS**

**1. RESOLUTION 2022-R-28 A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA ACKNOWLEDGING THE 35 YEARS OF SERVICE OF MARY HILL TO THE SUSQUEHANNA TOWNSHIP POLICE DEPARTMENT**

*Rob Martin, Director of Public Safety*

**Narrative**

After 35 years of honorable service, Mary Hill of the Susquehanna Township Police Department has retired from the Township in September. Provided with the agenda is a copy of a resolution acknowledging and expressing the appreciation of the Board of Commissioners, staff, and community of the many years of service Ms. Hill has dedicated to the Township throughout her career.

*Recommended motion: That the Board of Commissioners adopt the resolution acknowledging the 35 years of service of Mary Hill to the Susquehanna Township Police Department.*

**G. REPORTS OF COMMITTEES**

**1. Building & Grounds (Rothrock/Pyne)**

2. Budget, Finance, Insurance & Pension (Fleming/Pyne/Rebarchak)
3. Public Works (Napper/Hisiro)
4. Health & Sanitation (Rebarchak/ Hisiro)
5. Administration & Personnel (Napper/Fleming/Engle)
6. Police (Engle/Faylona)
7. Fire, EMS, EMA (Hisiro/Fleming)
8. Recreation (Faylona/Hisiro)
9. Planning & Zoning (Rothrock/Pyne/Rebarchak)

## **H. BIDS AND AGREEMENTS**

1. **RESOLUTION 2022-R-29 A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA AUTHORIZING THE TOWNSHIP MANAGER TO SIGN AN AGREEMENT WITH ATLANTIC TRANSPORTATION SYSTEMS, INC. FOR THE MAINTENANCE OF TRAFFIC CONTROL SIGNALS.**

*David Pribulka, Township Manager*

### **Narrative**

Provided with the agenda is a resolution authorizing the Manager to sign a renewal agreement with Atlantic Transportation Systems for the maintenance of traffic signals in the Township. The agreement is for a two-year term and includes routing monitoring and maintenance as well as emergency services for all signalized intersections in the Township.

*Recommended motion: That the Board of Commissioners adopt the resolution authorizing the Township Manager to sign an agreement with Atlantic Transportation Systems for the maintenance of traffic signals.*

2. **RESOLUTION 2022-R-30 A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA AUTHORIZING THE TOWNSHIP MANAGER TO SIGN A LANDSCAPE SERVICE MAINTENANCE AGREEMENT WITH DAVIS LANDSCAPE, LTD.**

*David Pribulka, Township Manager*

### **Narrative**

Provided with the agenda is a resolution authorizing the Manager to sign a landscape service maintenance agreement with Davis Landscaping, LTD for mowing and maintaining Township property including traffic islands, parks, and other municipal property. The agreement reflects COSTARS pricing and is a multi-year proposal expiring on December 31, 2025.

*Recommended motion: That the Board of Commissioners adopt the resolution authorizing the Township Manager to sign a landscape service maintenance agreement with Davis Landscaping, LTD.*

## **I. ACTION ON ORDINANCES, RESOLUTIONS, SUBDIVISION AND LAND DEVELOPMENT PLANS**

**1. MINOR SUBDIVISION PLAN - 2703 GEORGE STREET CURRENT DEADLINE – October 23, 2022**

*Betsy Logan, Assistant Township Manager*

**Narrative**

Provided with the agenda is a copy of the Final Minor Lot Consolidation Plan for the purpose of combining two lots at 2703 George Street. The property is located at the corner of George Street and 27th Street. The applicant seeks to combine Lot 1 (0.23-acres) and Lot 2 (0.10-acres) into a new .33-acre lot. A waiver from §22-404 Preliminary Plan Procedures is requested. This project is in the R-2 Medium Density Residential Zoning District. The subject property is located in Ward 3.

*Recommended Motion 1: That the Board of Commissioners grant the waiver request from §22-404, Preliminary Plan Procedures.*

*Recommended Motion 2: That the Board of Commissioners approve the Preliminary/Final Subdivision Plan for 2703 George Street.*

**2. SUBDIVISION PLAN – ESTATES AT MARGARET’S GROVE PHASE II CURRENT DEADLINE – October 25, 2022**

*Betsy Logan, Assistant Township Manager*

**Narrative**

Provided with the agenda is a copy of the Final Subdivision Plan submitted for The Estates at Margaret’s Grove Phase II for the purposes of creating 11 new parcels and 10 single-family homes. The property is located in the R-4, Residential Urban District in Ward 2. The applicant is requesting a waiver from §19-501.4.3B Swale conveyance facilities side slope shall be no steeper than 3:1, and a waiver from §22-1107 Sidewalks on both sides of Mountain Ridge Drive.

The Planning Commission met on Monday, September 19<sup>th</sup> to consider the waivers and the final plan. They recommend approving the waiver from §19-501.4.3B. to allow a steeper side slope on the swale. The Planning Commission is recommending the denial of the sidewalk waiver. They also are recommending that the Board approve the same this evening subject to the following conditions:

- 1) All comments provided by Township Staff, the Township Engineer, and Dauphin County Planning Commission are addressed.
- 2) All recreation fees are to be paid before the release of plans for recording.
- 3) A stormwater Operations and Maintenance (O&M) provided for review and approval before releasing plans for recording plans. The O&M agreement must also be recorded.

- 4) Provide executed easements agreements for the installed storm sewer facilities.
- 5) Provide financial security for the timely, proper, and complete construction of all applicable improvements including but not limited to paving, sidewalks, curbing, stormwater management facilities, erosion and sediment controls, etc. prior to the approval of the Final Plan.
- 6) Provide a signed and executed Developer's Agreement.

*Recommended motion 1: That the Board of Commissioners deny the waiver of §22-1107 sidewalks on both sides of Mountain Ridge Drive.*

*Recommended motion 2: That the Board Commissioners approve the waiver for §19-501.4.3B. swale side slopes*

*Recommended motion 3: That the Board of Commissioners approve the Final Subdivision Plan for The Estates at Margaret's Grove Phase II subject to the conditions recommended by the Planning Commission.*

**3. FINAL LAND DEVELOPMENT PLAN – CHICK-FIL-A CURRENT DEADLINE – November 24, 2022**

*Betsy Logan, Assistant Township Manager*

**Narrative**

Provided with the agenda is a copy of the Final Land Development Plan submitted for approval for a new Chick-Fil-A to be located at 3951 Union Deposit Road. The site is zoned Commercial Highway and is located in Ward 5. The location is a 57,695 square foot lot and the building thumbprint proposes is 4,758 square feet. The project would involve the demolition of an existing bank and building on the site.

The Planning Commission met on Monday, September 19<sup>th</sup> to consider the final plan and is recommending that the Board approve the same this evening subject to the following conditions:

- 1) All comments provided by Township Staff, the Township Engineer, and Dauphin County Planning Commission are addressed.
- 2) A stormwater Operations and Maintenance (O&M) agreement is provided for review and approval before releasing plans for recording plans. The O&M agreement must also be recorded.
- 3) Provide executed agreements and easements for the installed storm sewer facilities and access easements.
- 4) Provide financial security for the timely, proper, and complete construction of all applicable improvements, including but not limited to paving, sidewalks, curbing, stormwater management facilities, erosion and sediment controls, etc. prior to the approval of the Final Plan.

- 5) All outstanding transportation concerns are addressed.
- 6) Provide a signed and executed Developer's Agreement.

*Recommended motion: That the Board of Commissioners approve the Final Land Development Plan submitted by Chick-Fil-A for 3951 Union Deposit Road subject to the conditions recommended by the Planning Commission.*

**4. RESOLUTION 2022-R-31 A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE DCNR COMMUNITY CONSERVATION PARTNERSHIPS PROGRAM FALL GRANT ROUND FOR THE PLAYGROUND EQUIPMENT REPLACEMENT AT CROWN POINT PARK.**

*Doug Knauss, Director of Parks & Recreation*

**Narrative**

Provided with the agenda is a copy of a resolution authorizing the submission of a grant application to the Department of Conservation and Natural Resources (DCNR) Community Conservation Partnerships Program for play equipment replacement at Crown Point Park. The grant request will be \$165,000. The Township has applied for the Local Share Grant in the amount of \$150,000 and \$30,000 of that will go towards the playground replacement and the remainder of the estimated project cost of \$135,000 would come from the Developers Recreation Fund. Also provided with the agenda is a draft Financial Commitment Letter authorizing the local match of fifty percent (50%), which would be either \$135,000 or \$165,000, depending on the results of the Local Share Program grant application.

*Recommended motion: That the Board of Commissioners adopt the resolution authorizing the submission of a DCNR grant application for the playground equipment replacement at Crown Point Park; and, further, that the Board of Commissioners authorize the President and Secretary to submit a Financial Commitment Letter to DCNR for the local match requirement associated with the grant.*

**5. RESOLUTION 2022-R-32 A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE DCNR "TREEVITALIZE" PROGRAM FALL GRANT ROUND FOR TREE PLANTINGS IN TOWNSHIP PARKS.**

*Doug Knauss, Director of Parks & Recreation*

**Narrative**

Provided with the agenda is a copy of a resolution authorizing the submission of a grant application to the Department of Conservation and Natural Resources (DCNR) for tree

planting in five Township Parks including Veteran’s Park, Crown Point Park, Edgemont Park, Beaufort Hunt Park, and McNaughton Park. The estimated total project cost is \$200,000, and the Township would seek a grant of \$160,000 to supplement a \$40,000 local match. Also provided with the agenda is a draft Financial Commitment Letter authorizing the local match of \$40,000. Staff is working with the Bureau of Forestry to determine optimal species and placement of the trees.

*Recommended motion: That the Board of Commissioners adopt the resolution authorizing the submission of a DCNR grant application for tree plantings in Township parks; and, further, that the Board of Commissioners authorize the President and Secretary to submit a Financial Commitment Letter to DCNR for the local match requirement associated with the grant.*

**J. REPORTS**

- |                                       |   |
|---------------------------------------|---|
| 1. Township Manager                   | 8. Authority – (Napper/Pribulka)            |
| 2. Public Safety/Police               | 9. Shade Tree (Pyne/Rebarchak)              |
| 3. Community and Economic Development | 10. Communications (Pyne/Rebarchak/Faylona) |
| 4. Public Works                       | 11. Human Relations (Hisiro/Faylona)        |
| 5. Engineering                        | 12. Parks & Recreation                      |
| 6. Solicitor                          |   |
| 7. School Board (Pyne/Fleming)        |   |

**K. OLD BUSINESS – None.**

**L. NEW BUSINESS**

**1. CONSENT AGENDA**

- a. Statement of Bills Paid
- b. Financial Security Reduction #3– Stray Winds Farm Phase 7 (\$82,608)
- c. Financial Security Reduction #1 - Maplewood (\$280,577)

**M. COMMISSIONER COMMENTS**

**N. ADJOURNMENT**

**NOTE: TO ACCOMMODATE ALL CITIZENS, INDIVIDUAL SPEAKERS WILL BE PERMITTED THREE MINUTES TO ADDRESS THE BOARD.**

**NOTE: PLEASE PLACE ALL CELL PHONES, PAGERS, AND OTHER ELECTRONIC DEVICES ON SILENT MODE.**

**NOTE: THE TOWNSHIP MEETINGS ARE RECORDED.**