



Susquehanna TOWNSHIP

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Susquehanna Township Board of Commissioners

Regular Meeting Agenda

June 8, 2023

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
- E. APPROVAL OF MINUTES
 - 1. May 24, 2023 – Board of Commissioners Workshop Meeting
- F. RECOGNITIONS AND PRESENTATIONS
- G. REPORTS OF COMMITTEES
 - 1. Building & Grounds (Rothrock/Pyne)
 - 2. Budget, Finance, Insurance & Pension (Pyne/Rebarchak/Faylona)
 - 3. Public Works (Napper/Hisiro)
 - 4. Health & Sanitation (Rebarchak/ Hisiro)
 - 5. Administration & Personnel (Napper/Engle/Williams)
 - 6. Police (Engle/Faylona)
 - 7. Fire, EMS, EMA (Hisiro/Williams)
 - 8. Recreation (Faylona/Hisiro)
 - 9. Planning & Zoning (Rothrock/Pyne/Rebarchak)
- H. BIDS AND AGREEMENTS
- I. ACTION ON ORDINANCES, RESOLUTIONS, SUBDIVISION AND LAND DEVELOPMENT PLANS
 - 1. RESOLUTION 2023-R-13 A RESOLUTION OF SUSQUEHANNA TOWNSHIP,

DAUPHIN COUNTY, PENNSYLVANIA RATIFYING A SETTLEMENT AGREEMENT BETWEEN THE SUSQUEHANNA TOWNSHIP BOARD OF COMMISSIONERS, THE SUSQUEHANNA TOWNSHIP ZONING HEARING BOARD, AND WALNUT ENTERPRISE, LP. AND AUTHORIZING THE VICE PRESIDENT AND SECRETARY TO EXECUTE THE SAME, ATTACHED HERETO AS EXHIBIT “A” AND MADE PART OF THIS RESOLUTION.

Betsy Logan, Assistant Township Manager

Narrative

Provided with the agenda is a copy of a resolution ratifying a settlement agreement between Susquehanna Township, the Susquehanna Township Zoning Hearing Board, and Walnut Enterprises, LP of North Wales, PA. The agreement involves properties located at 3801 Walnut Street and 3808 Locust Lane in the Township. In April 2022, Walnut Enterprises appealed and sought a variance from the Zoning Administrator’s determination that the proposed sign on the property was not permitted. The appeal was upheld by the Zoning Hearing Board but denied the setback variance request. Their denial was appealed to the Dauphin County Court of Common Pleas, and a draft settlement involving all parties was prepared by counsel. The details of the settlement are provided in the agreement. The Zoning Hearing Board voted to ratify the agreement at their meeting on June 7th, and staff is recommending the Board of Commissioners do the same this evening.

Recommended motion: That the Board of Commissioners adopt the resolution ratifying the settlement agreement between the Susquehanna Township Board of Commissioners, Susquehanna Township Zoning Hearing Board, and Walnut Enterprises, LP.

- 2. RESOLUTION 2023-R-14 A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA AUTHORIZING THE VICE PRESIDENT AND SECRETARY TO EXECUTE A MEMORANDUM OF UNDERSTANDING BETWEEN SUSQUEHANNA TOWNSHIP AND THE CAPITAL AREA GREENBELT ASSOCIATION FOR THE MAINTENANCE, PROGRAMMING, AND CAPITAL IMPROVEMENTS TO THE CAPITAL AREA GREENBELT.**

Doug Knauss, Director of Parks & Recreation

Narrative

Provided with the agenda is a copy of a resolution authorizing the Board President and Secretary to execute a Memorandum of Understanding (“MOU”) with the Capital Area Greenbelt Association (“CAGA”) govern the maintenance, programming, and capital improvements on the Susquehanna Township segment of the Capital Area Greenbelt.

The Board reviewed the draft MOU at the May 11th Regular Meeting, and the CAGA Board reviewed and approved the MOU at its June meeting. The MOU is provided with the resolution as an Exhibit.

Recommended motion: That the Board of Commissioners adopt the resolution approving a Memorandum of Understanding with the Capital Area Greenbelt Association for the maintenance and programming of the Capital Area Greenbelt.

3. REQUEST FOR LAND DEVELOPMENT WAIVER – T.W. HOLTZMAN ELEMENTARY SCHOOL (1910 LINGLESTOWN ROAD)

Betsy Logan, Assistant Township Manager

Narrative

Susquehanna Township School District has proposed the installation of two (2) temporary modular buildings at Thomas Holtzman Elementary School, 1910 Linglestown Road. The modular buildings are to provide additional classroom space to reduce student density and improve student to teacher ratios. Per Section 22-301.C.4 of the Susquehanna Township Subdivision and Land Development Ordinance, the addition of impervious square footage proposed by the School District would necessitate the submission of a land development plan for approval. The School District is requesting a waiver from that requirement. Provided with the agenda is a copy of the waiver request letter, staff review and recommendations, and a rendering showing the placement of the new modular units. This project is located in the BOR, Business – Office – Residential Zoning District and the 8th ward. The Planning Commission reviewed this request at their meeting on June 5th and a verbal report on the outcome of their discussion will be provided at the meeting.

The Zoning Administrator has recommended the following conditions of approval to the Planning Commission:

1. Sidewalks are provided in accordance with the Susquehanna Township Subdivision and Land Development Ordinance within 12 months of the issuance of a certificate of occupancy.
2. Street trees are provided in accordance with the approved agreement and planting exhibit within 12 months of the issuance of a certificate of occupancy.
3. Financial Security is provided to ensure the timely and proper installation of on-site improvements.
4. The applicant meets with and addresses the Fire Marshal's concerns regarding fire safety and fire truck movement on site.
5. Execute an agreement with the Township for the street tree and sidewalk improvements.

Recommended motion: That the Board of Commissioners grant the waiver from Section 22-301.C.4 of the Subdivision and Land Development Ordinance subject to the conditions recommended by the Planning Commission.

J. REPORTS

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

K. OLD BUSINESS

L. NEW BUSINESS

1. CONSENT AGENDA

- a. Statement of Bills Paid
- b. Authorization to hire Seasonal Summer Playground and Day Camp Staff
- c. Street Light Installation Request – Penn Street
- d. Street Light Installation Request – Chestnut Avenue & Hickory Avenue
- e. Separation of Cody Zarefoss prior to end of probationary period

2. AUTHORIZATION TO ENTER INTO AN ELECTRICITY SUPPLY CONTRACT FOR CERTAIN MUNICIPAL ACCOUNTS

Betsy Logan, Assistant Township Manager

Narrative

The Township currently has a contract with IGS to supply electricity to all accounts not currently covered by the Solar Power Services Agreement (PSA). For facilities made part of the PSA, the Township uses PP&L as its supplier to receive a net meter credit to offset utility costs for those facilities based on their solar output. For all other accounts, the contract expires on December 31, 2023. These include Progress Fire Company, certain park facilities where electrical service is available, streetlights, and traffic signals. These do not include facilities of the Susquehanna Township Authority such as sewer pump stations. Due to market variability, staff will report on pricing and a recommendation verbally at the meeting. This is necessary to provide an accurate report of the cost. Staff will present on pricing and contract terms available from different suppliers.

Recommended motion: That the Board of Commissioners authorize the Township Manager to execute a contract with ____ for a term of ____ months for electricity supply for certain municipal accounts.

3. 2023/2024 DAUPHIN COUNTY LOCAL SHARE GRANT CO-SPONSORSHIP REQUEST PROCESS

Betsy Logan, Assistant Township Manager

Narrative

Provided with the agenda is a draft memorandum from the Township Manager for prospective applicants for co-sponsorship by Susquehanna Township for the upcoming 2023/2024 Dauphin County Local Share Grant cycle. Staff is proposing an application period ending Wednesday, July 5th at 5:00 p.m. for adequate time to prepare the July 13th Regular Meeting Agenda. That evening, as has been done in the past, applicants would be asked to present their project proposals to the Board for consideration of co-sponsorship. Also provided with the agenda is a copy of the grant guidelines for the upcoming application period. Staff is still preparing proposals for the Board to consider for its application for funding.

Recommended motion: That the Board of Commissioners open an application period for co-sponsorship requests for the 2023/2024 Dauphin County Local Share Grant ending Wednesday, July 5th at 5:00 p.m.

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.