



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

- | | |
|--|--|
| 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.

MINUTES

**SUSQUEHANNA TOWNSHIP
BOARD OF COMMISSIONERS**

**WORKSHOP MEETING
MAY 24, 2023**

WORKSHOP MEETING:

President Lynch called to order the Workshop Meeting of the Susquehanna Township Board of Commissioners on Wednesday, May 24, 2023, at 6:43 PM.

ROLL CALL:

COMMISSIONERS:

Jody Rebarchak – Present
Gary Rothrock – Present
Carl Hisiro – Excused
Frank Lynch – Present
Tom Pyne – Present
Fred Faylona – Present
Fred Engle – Excused
La Tasha Williams - Present
Steven Napper – Present

TOWNSHIP PERSONNEL:

Betsy Logan - Assistant Township Manager
Michael Miller, Esq. – Township Solicitor
Robert Martin - Public Safety Director - Virtual
Jill Lovett - Finance Director
Alex Greenly, P.E. – Township Engineer
George Drees – Fire Marshall
Kathy Fry – Executive Assistant

EXECUTIVE SESSION:

President Lynch announced that an Executive Session occurred prior to this meeting where matters of personnel and real estate were discussed.

OTHERS IN ATTENDANCE:

Rick Castranio, Ben Kirk, M. D. Tramontin, and David Sonju

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE:

President Lynch asked Commissioner Pyne to lead the Pledge of Allegiance followed by a Moment of Silence.

PETITIONS, COMPLAINTS, SUGGESTIONS FROM CITIZENS:

No citizen comment was received at this meeting.

APPROVAL OF MINUTES:

Commissioner Rothrock moved to approve the May 11, 2023, Board of Commissioners Meeting Minutes. The motion was seconded by Commissioner Pyne and then unanimously approved.

RECOGNITIONS AND PRESENTATIONS: - None.

TRAFFIC STUDY REQUESTS

1. Bergner Street and North Fourth Street Vehicle Length Restriction Study

Manager Pribulka reported that this request was received from a concerned citizen regarding tractor trailers traveling east on Bergner Road and turning onto 4th Street.

He noted that LTAP was contacted, but they could not assist due to needing to use a traffic simulator program to determine the length of vehicles. He noted that LTAP suggested that HRG, Inc. conduct the study and vehicle length restrictions be placed in this area instead of an axle restriction.

Commissioner Rebarchak moved that the Board of Commissioners authorize HRG, Inc. to conduct the Traffic Study at Bergner Street and North Fourth Street. The motion was seconded by Commissioner Faylona.

President Lynch inquired as to the cost of this study.

The motion passed with a unanimous vote.

ACTIONS ON ORDINANCES, RESOLUTIONS, CONTRACTS, SUBDIVISION AND LAND DEVELOPMENT PLANS

1. EAGLE SCOUT PROJECT – GAGA BALL PIT AT CHRISTIAN MCNAUGHTON MEMORIAL PARK

Doug Knauss, Parks & Recreation Director reported that this project is being proposed by Brady Backhaus of Boy Scout Troop 23. He provided the Board of Commissioners with a description of how this game is played. He noted that the Recreation Advisory Committee suggested some minor changes to the design and placement of the Gaga ball pit and then provided their recommendation for approval. Susquehanna Township has been asked to assist with up to \$400 towards building materials.

Commissioner Faylona moved that the Board of Commissioners authorize the Eagle Scout project for the installation of a Gaga Ball pit at Christian McNaughton Memorial Park and approve up to \$400 for materials for the project. The motion was seconded by Commissioner Pyne.

Director Knauss confirmed the size of the Gaga Ball pit to be approximately ten feet by twelve feet. It will be made of wood with metal brackets and will be able to be taken apart and moved if necessary.

The motion was passed with a unanimous vote.

2. PRELIMINARY/FINAL LAND DEVELOPMENT PLAN – COVENANT CHRISTIAN ACADEMY *Current Deadline – June 28, 2023*

Assistant Township Manager Logan reported that this plan is to consolidate two existing parcels, expand the parking facilities, and develop a soccer field. Two waivers are being requested for this plan which were recommended for approval by the Township Planning Commission on April 24, 2023.

Commissioner Pyne moved that the Board of Commissioner approve the waivers from §22-404, Preliminary Plan Procedures, and from §22-1107, sidewalks along State Farm and Carter Drives. The motion was seconded by Commissioner Rothrock and then unanimously approved.

Assistant Manager Logan then reported that the Township Planning Commission recommended approval of this plan at their meeting on April 24, 2023, with the following conditions:

1. All outstanding comments on review letters from Township Staff, dated April 17, 2023, and the Township Engineer, dated April 20, 2023, are addressed.
2. Provide a copy of the approved NPDES Permit.
3. Provide a copy of the Erosion and Sedimentation Control Plan/Report that is approved by the Dauphin County Conservation District.
4. Provide an executed Operations and Maintenance Agreement for all permanent Stormwater Management Facilities.
5. Provide executed easements for all Stormwater Management Facilities.
6. 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.

Commissioner Pyne moved that the Board of Commissioners approve the Preliminary/Final Subdivision and Land Development Plan for Covenant Christian Academy subject to the conditions recommended by the Planning Commission. The motion was seconded by Vice President Napper and then unanimously approved.

3. 3401 & 3405 NORTH FRONT STREET PRELIMINARY/FINAL LOT CONSOLIDATION PLAN – *Current Deadline – May 28, 2023*

Assistant Manager Logan reported that the purpose of this plan is to consolidate the improved and unimproved lots into a 3.940-acre lot. She noted that the Township Planning Commission recommended the waivers of §22-404, Preliminary Plan Procedures and §22-403.B.5, Drawing Sale of [1" – 100"] and denied the recommendation of the waiver of §22-1107, Sidewalk installation.

Commissioner Rebarchak moved that the Board of Commissioners approve the waivers from §22-404, Preliminary Plan Procedures and §22-403.B.5, Drawing Scale of [1" = 100"]. The motion was seconded by Commissioner Rothrock and then unanimously approved.

Commissioner Rebarchak moved that the Board of Commissioners deny the waiver of §22-1107, Sidewalk installation. The motion was seconded by Commissioner Rothrock and then unanimously approved.

Assistant Manager Logan then read into the record the conditions of approval recommended by the Township Planning Commission at their meeting on April 24, 2023.

1. The applicant pays all required fees.
2. Prior to the release of the plans for recording, all proper signatures and seals shall be provided.
3. Street trees and sidewalks are provided in accordance with the Susquehanna Township Subdivision and Land Development Ordinance.
4. Financial security for the timely and proper installation of on-site improvements is provided.

Commissioner Rebarchak moved that the Board of Commissioners approve the Preliminary/Final Lot Consolidation Plan for 3401 & 3405 North Front Street with the conditions listed above. The motion was seconded by Commissioner Faylona and then unanimously approved.

4. RADON MITIGATION INSTALLATION AGREEMENT – ENVIROQUEST

Manager Pribulka reported that radon testing of the Administration Building and the Police Department was recently completed. The results showed several areas with high levels of radon. It has been recommended that two radon fans be installed at separate locations. He noted that follow-up testing will occur two weeks after the installation to determine if the levels have fallen to acceptable limits.

Commissioner Faylona moved that the Board of Commissioners authorize the agreement with Enviroquest, Inc. to install two radon mitigation systems at the Administration Building in the amount of \$2,890.00. The motion was seconded by Vice President Napper.

Manager Pribulka noted that the problem areas were in the basement.

The motion then passed with a unanimous vote.

5. RENTAL HOUSING PROGRAM DISCUSSION

Manager Pribulka reported that a memorandum to introduce the discussion on a Township Rental Housing Program was included in the Board of Commissioners packets. This memo outlined milestone dates and research of rental housing and criminal activity. He noted that a full-time rental inspector was included in this year's budget. As part of their duties, they would be able to assist the current Code Official's with inspections as time permits.

Commissioner Pyne moved that the Board of Commissioners direct staff to develop a draft ordinance to regulate rental housing in Susquehanna Township. The motion was seconded by Commissioner Faylona.

Manager Pribulka confirmed that he would like to see short-term rentals as part of this ordinance.

The motion then passed with a unanimous vote.

CONSENT AGENDA

1. Permanent Appointment of Ofc. Robert Neely
2. Permanent Appointment of Ofc. Tracey Kruger
3. Financial Security Reduction – Russel Drive Lot 2 (\$143,240)
4. Financial Security Reduction – Enclave at Elmerton (\$136,329)

Commissioner Rebarchak moved that the Board of Commissioners approve the Consent Agenda. The motion was seconded by Commissioner Pyne.

Manager Pribulka noted that the street light requests on Linn Street will be added to a future agenda to allow time to contact PPL.

The motion was then passed with a unanimous vote.

COMMISSIONER COMMENTS

Commissioner Rothrock noted that there have been many discussions on sidewalks at meetings. He proposed the installation of a sidewalk in front of the Township’s Administration Building.

Commissioner Rothrock moved that the Board of Commissioners have staff conduct a study for installing a sidewalk in front of the Administration Building. The motion was seconded by Commissioner Pyne and then unanimously approved.

Commissioner Faylona reminded everyone that the first public meeting for the Greenway Bicycle and Pedestrian Plan is scheduled for June 1, 2023, at 6:00 PM.

Commissioner Williams noted that the Ribbon Cutting Ceremony for Edgemont Park is scheduled on June 1, 2023, at 4:00 PM.

President Lynch reminded everyone that National Night Out will occur on August 2, 2023.

Commissioner Pyne noted that Tour-de-Belt will occur on June 4, 2023.

ADJOURNMENT

Vice President Napper moved to adjourn the Board of Commissioners meeting for May 24, 2023, at 7:15 PM. The motion was seconded by Commissioner Pyne and then unanimously approved.

Respectfully Submitted,

David Pribulka
Secretary-Manager

RESOLUTION NO. 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

WHEREAS, Walnut Enterprise, LP (hereafter, "Owner") owns properties located at 3801 Walnut Street and 3808 Locust Lane, Harrisburg, PA 17109 (collectively, the "Property") in Susquehanna Township; and

WHEREAS, Owner proposed to construct two (2) additional signs on the Property to advertise the restaurant/café uses; and

WHEREAS, Owner applied for a variance from the minimum setback of fifteen (15) feet from the public right-of-way applicable under the relevant sign category per the Susquehanna Township Zoning Ordinance; and

WHEREAS, the variance application was subsequently denied by the Zoning Hearing Board; and

WHEREAS, the Owner appealed the decision to the Dauphin County Court of Common Pleas (Docket No. 2022-CV-5212-LU) ("Appeal") and Susquehanna Township filed a motion to intervene in said appeal (collectively with the Susquehanna Township Zoning Hearing Board and Walnut Enterprise, LP, the "Parties"); and

WHEREAS, the Zoning Hearing Board held a duly advertised public hearing to consider the proposed Settlement Agreement on June 7, 2023, at which time, the Zoning Hearing Board voted to approve the proposed settlement of the Appeal; and

WHEREAS, the Commissioners of Susquehanna Township now wish to settle the Appeal upon mutually agreeable terms regarding the proposed signs, as more specifically stated in the Settlement Agreement attached hereto and incorporated herein as Exhibit "A" and desire to have the Court issue an Order approving the agreed upon resolution of the Appeal .

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of Susquehanna Township hereby ratifies the Settlement Agreement, attached hereto as Exhibit "A" and made part of this Resolution, and authorizes the Vice Chairman and Secretary to execute the same.

BE IT, AND THE SAME IS HEREBY RESOLVED, this 8th day of June 2023.

**SUSQUEHANNA TOWNSHIP
BOARD OF COMMISSIONERS**

[SEAL]

Steve Napper, Vice President

ATTEST:

David Pribulka, Secretary

Exhibit "A"

AGREEMENT

THIS AGREEMENT made as of the _____ day of _____, 20____, by and between **WALNUT ENTERPRISE, LP**, a Pennsylvania Limited Partnership authorized to do business in the Commonwealth of Pennsylvania with an address of 103 Nevermore Circle, North Wales, PA 19454 (“Walnut Enterprise”); **SUSQUEHANNA TOWNSHIP**, Dauphin County, Pennsylvania, a municipal corporation organized and operating under the laws of the Commonwealth of Pennsylvania with its municipal offices located at 1900 Linglestown Road, Harrisburg, PA 17110 (“Township”); and **SUSQUEHANNA TOWNSHIP ZONING HEARING BOARD**, Dauphin County, Pennsylvania, a municipal agency organized and operating under the laws of the Commonwealth of Pennsylvania with an address of 1900 Linglestown Road, Harrisburg, PA 17110 (“ZHB”).

BACKGROUND:

Walnut Enterprise owns the properties located at 3801 Walnut Street and 3808 Locust Lane, Harrisburg, PA 17109 (collectively, the “Property”). The Property contains 0.58 acre and has street frontage on three sides of the Property (along Walnut Street, Locust Lane, and Wood Alley). The majority of the Property is located in the Township’s MU-1 Zoning District, and a small portion of the Property is located in the R-3 Zoning District. The present use and improvements on the Property include a food and beverage store with fuel pumps, large nonconforming parking area, and single-family dwelling. In a decision dated May 6, 2021, the ZHB granted zoning approval to remove the single-family dwelling on the Property; expand the food and beverage store building in order to add a restaurant/café use; and construct a drive-through lane to serve the restaurant and food and beverage store. There is one existing sign on the Property, located at the corner of Walnut Street and Locust Lane, that advertises the Sunoco fueling station. Walnut Enterprise proposed to construct two (2) additional signs on the Property to advertise the restaurant/café uses. One of the proposed signs would be located at the corner of Walnut Street and Wood Alley, and the other proposed sign would be located along Locust Lane.

On April 8, 2022, Walnut Enterprise requested an official determination from the Zoning Officer for the Township that “Sign Category P-9” of Table 2401 of the Susquehanna Township Zoning Ordinance (“Ordinance”) applied to the Property, because the Property contained a building that was used for multiple uses, i.e., a food and beverage store use and a restaurant/café

use. On April 8, 2022, the Zoning Officer issued a determination that “Sign Category P-9” did not apply to the Property. On or around April 12, 2022, Appellant appealed the Zoning Officer’s determination and, relevantly, applied for a variance from the minimum setback from right-of-way of fifteen (15) feet applicable to signs under Sign Category P-9B. Walnut Enterprise proposed to locate the Walnut Street sign approximately 2.9 feet from the right-of-way and proposed to locate the Locust Lane sign approximately 7.7 feet from the right-of-way.

On June 1, 2022, the ZHB issued a written decision granting Walnut Enterprise’s appeal from the determination of the Zoning Officer but denying Walnut Enterprise’s request for a variance from the minimum setback for signs. On June 30, 2022, Walnut Enterprise filed an appeal to the Dauphin County Court of Common Pleas, which was docketed to No. 2022-CV-5212-LU (the “Appeal”). On July 20, 2022, the Township intervened in the Appeal. The ZHB also participated in the Appeal by responding to the Notice of Appeal. No other parties have intervened in the Appeal.

The parties have agreed to settle the Appeal and desire to have the Court issue an Order approving the agreed upon resolution of the Appeal related to the erection of two (2) signs on the Property.

NOW, THEREFORE, for and in consideration of the mutual promises contained herein, and intending to be legally bound hereby, the parties agree as follows:

1. The foregoing background recitals are incorporated into and made a substantive part of this Agreement.
2. Walnut Enterprise may construct two (2) new signs on the Property. One of the signs would be located near the corner of Walnut Street and Wood Alley, and the other sign would be located along Locust Lane. Both signs would be internally illuminated, however, the lighting of the proposed sign along Locust Lane would be turned off by 11 p.m.
3. Walnut Enterprise agrees to position the signs farther from the right-of-way than initially proposed. The sign along Walnut Street would be located approximately 4.1 feet from the right-of-way, and the sign along Locust Lane would be located approximately 10.8 feet from the right-of-way, as depicted on Exhibit “A” attached hereto.
4. Walnut Enterprise agrees to reduce the width and overall size of the proposed signs. The sign proposed to be constructed along Walnut Street would be substantially similar to

the sign depicted in Exhibit "B," and the sign proposed to be constructed along Locust Lane would be substantially similar to the sign depicted in Exhibit "C."

5. The Township agrees to issue the required zoning and building permits for the signs within ten (10) days of Walnut Enterprise submitting an application to the Township with the information set forth in § 27-2603 (Permits) of the Zoning Ordinance and any applicable submission requirements under the Township's Building Code.

6. Walnut Enterprise agrees to withdraw and discontinue this appeal with prejudice within forty-five (45) days after the signs are erected on the Property and a use and occupancy permit is issued.

7. The Parties agree that the Court shall retain jurisdiction to enforce the terms and conditions of the Agreement.

8. The parties agree that this Agreement supersedes the ZHB's Decision and that the use of the Property for erecting the agreed upon signs will now be governed by this Agreement.

9. The parties shall present this Agreement to the Court and request that the Court enter an Order approving this Agreement as a settlement of the Appeal.

10. It is understood that this Agreement contains all of the agreements and understanding of the parties relating to the use of the Property for erecting the two (2) proposed signs.

11. The substance of this Agreement was approved by the Board of Commissioners for Susquehanna Township at a public meeting and by the ZHB at a public meeting.

12. This Agreement shall be interpreted and enforced under the laws of the Commonwealth of Pennsylvania.

IN WITNESS WHEREOF, the parties have hereunto caused this Agreement to be executed on the date first written above.

WALNUT ENTERPRISE, LP

Witness: _____

Date: _____ By: _____

SUSQUEHANNA TOWNSHIP
Dauphin County, Pennsylvania

Attest: _____
(Assistant) Secretary

By: _____
Board of Commissioners

Date: _____

[TOWNSHIP SEAL]

SUSQUEHANNA TOWNSHIP ZONING
HEARING BOARD
Dauphin County, Pennsylvania

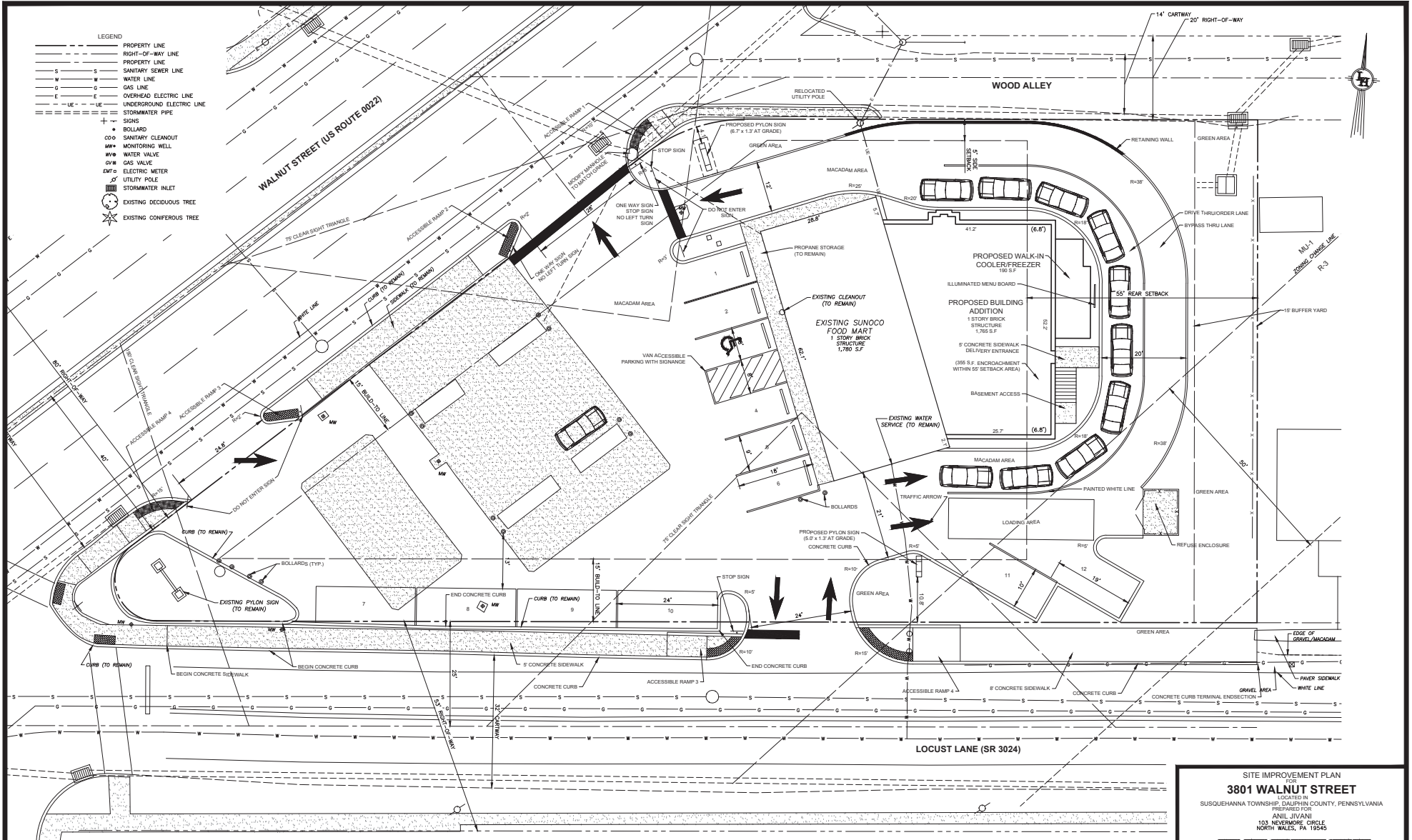
Attest: _____
(Assistant) Secretary

By: _____
Zoning Hearing Board

Date: _____

[TOWNSHIP SEAL]

EXHIBIT A



- LEGEND**
- PROPERTY LINE
 - - - RIGHT-OF-WAY LINE
 - PROPERTY LINE
 - - - SANITARY SEWER LINE
 - - - WATER LINE
 - - - GAS LINE
 - - - OVERHEAD ELECTRIC LINE
 - - - UNDERGROUND ELECTRIC LINE
 - - - STORMWATER PIPE
 - + SIGN
 - BOLLARD
 - ○ ○ ○ ○ SANITARY CLEANOUT
 - ○ ○ ○ ○ MONITORING WELL
 - ○ ○ ○ ○ WATER VALVE
 - ○ ○ ○ ○ GAS VALVE
 - ○ ○ ○ ○ ELECTRIC METER
 - ○ ○ ○ ○ UTILITY POLE
 - ○ ○ ○ ○ STORMWATER INLET
 - ○ ○ ○ ○ EXISTING DECIDUOUS TREE
 - ○ ○ ○ ○ EXISTING CONIFEROUS TREE

SITE IMPROVEMENT PLAN
SCALE: 1" = 10'

SITE IMPROVEMENT PLAN
3801 WALNUT STREET
LOCATED IN
SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA
PREPARED FOR
ANIL JIVANI
103 NEVERMORE CIRCLE
NORTH WALLE, PA 19545

LIGHT-HEIGEL & ASSOCIATES, INC.

17171 B3B-1351 FAX: (717) 838-2820 1-800-857-2190 WWW.LIGHT-HEIGEL.COM
4202 EAST MAIN STREET, HALLMARK, PA 17033
REGIONAL OFFICES
LANCASTER, PA SCHUYLKILL HAVEN, PA HALLIFAX, PA
SINKING SPRING, PA LEWISBURG, PA



Know what's below.
Call before you dig.

DATE: 04/08/2022 CHECKED BY: SML JOB NO: PA22-0312
SCALE: 1" = 10' DRAWN BY: TGA MAPCHECK: N/A
CONFD BY: TC FIELD: TO/JLC SHEET NO: 5 OF 16

EXHIBIT B

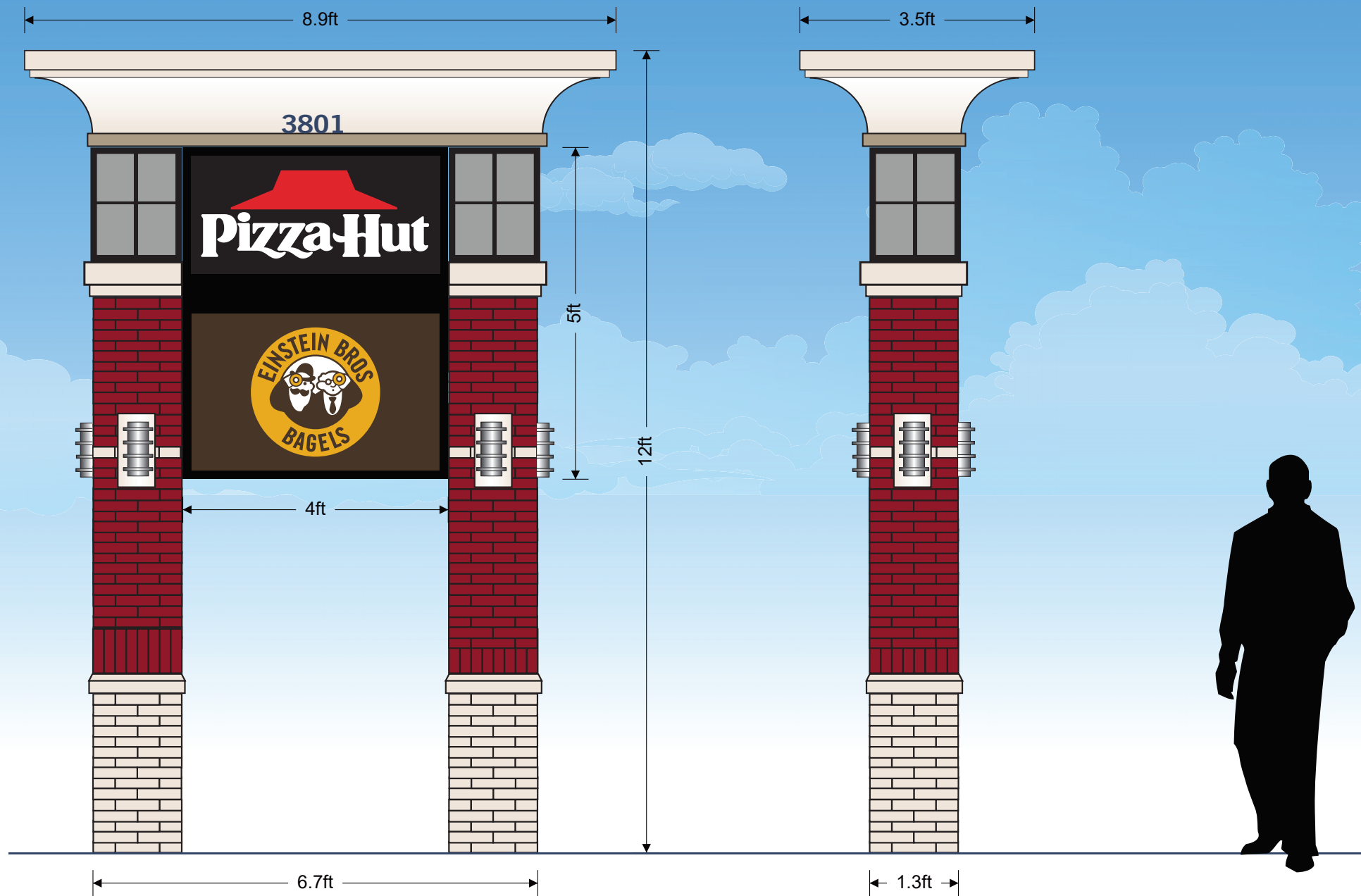


EXHIBIT C

Sign along Locust Lane

Internal Illumination Recommended

(since backgrounds of sign faces are dark in color there will be less light spillage from internal illumination than from external flood lighting)



IN THE COURT OF COMMON PLEAS OF DAUPHIN COUNTY, PENNSYLVANIA

WALNUT ENTERPRISE, LP,	:	
	:	
Appellant	:	
	:	NO. 2022 CV 5212 LU
v.	:	
	:	
ZONING HEARING BOARD OF	:	
SUSQUEHANNA TOWNSHIP,	:	
	:	
Appellee	:	LAND USE APPEAL
	:	
And	:	
	:	
SUSQUEHANNA TOWNSHIP	:	
	:	
Intervenor	:	

**JOINT STIPULATION FOR ENTRY OF
ORDER APPROVING SETTLEMENT AGREEMENT**

AND NOW, Walnut Enterprise, LP, Susquehanna Township Zoning Hearing Board, and Susquehanna Township respectfully submit this Joint Stipulation for Entry of Order Approving Settlement Agreement, and stipulate as follows:

1. Appellant Walnut Enterprise, LP, is an entity with a mailing address of 103 Nevermore Circle, North Wales, PA 19454.
2. Appellee Susquehanna Township Zoning Hearing Board (“Board”) is a local agency with a mailing address of 1900 Linglestown Road, Harrisburg, PA 17110.
3. Intervenor Susquehanna Township (“Township”) is a municipality with a mailing address of 1900 Linglestown Road, Harrisburg, PA 17110.
4. Appellant owns the properties at 3801 Walnut Street and 3808 Locust Lane, Harrisburg, PA 17109 (collectively, the “Property”).

5. The majority of the Property is located in the Township's MU-1 Zoning District in a commercial area with numerous business uses along the Walnut Street corridor.

6. The Property has street frontage on three sides of the Property (along Walnut Street, Locust Lane, and Wood Alley)

7. The present use and improvements on the Property include a food and beverage store with fuel pumps, large nonconforming parking area, and single-family dwelling.

8. Previously, in a decision dated May 6, 2021, the Board granted zoning approval to remove the single-family dwelling on the Property; expand the food and beverage store building in order to add a restaurant/café use; and construct a drive-through lane to serve the restaurant and food and beverage store.

9. There is one existing sign on the Property, located at the corner of Walnut Street and Locust Lane, that advertises the Sunoco fueling station.

10. Appellant proposed to construct two (2) additional signs on the Property to advertise the restaurant/café uses.

11. One of the proposed signs would be located at the corner of Walnut Street and Wood Alley, and the other proposed sign would be located along Locust Lane.

12. On April 8, 2022, Appellant's counsel requested an official determination from the Zoning Officer that "Sign Category P-9" of Table 2401 of the Susquehanna Township Zoning Ordinance ("Ordinance") applied to the Property, because the Property contained a building that was used for multiple uses, *i.e.*, a food and beverage store use and a restaurant/café use.

13. On April 8, 2022, the Zoning Officer issued a determination that "Sign Category P-9" did not apply to the Property.

14. On April 12, 2022, Appellant appealed the Zoning Officer's determination and, relevantly, applied for a variance from the minimum setback from right-of-way for signs pursuant to Sign Category P-9B.

15. On June 1, 2022, after holding a zoning hearing, the Board issued a written decision (the "Decision") granting Appellant's appeal from the determination of the Zoning Officer and denying Appellant's request for a variance from the minimum setback for signs.

16. On June 30, 2022, Appellant filed the instant Appeal to the Dauphin County Court of Common Pleas.

17. On July 20, 2022, the Township intervened in the Appeal.

18. The Board also participated in the Appeal by responding to the Notice of Appeal.

19. No other parties have intervened in the Appeal.

20. Appellant, the Board, and the Township, following negotiations and discussions, have reached a compromise agreement, which is contained in the Settlement Agreement executed by the parties and attached hereto as Exhibit "A."

21. Therefore, pursuant to Section 1006-A(a) of the Municipalities Planning Code, 53 P.S. § 11006-A(a), Appellant, the Board, and the Township jointly seek Court approval of the Agreement to resolve the above-captioned appeal and to allow the Township to approve and issue the required permits for the construction of two signs on the Property according to the Agreement and exhibits thereto.

22. It has long been established that Courts have the authority to approve settlement agreements in order to resolve zoning appeals. *BPG Real Estate Inv'rs-Straw Party II, L.P. v. Bd. of Supervisors*, 990 A.2d 140, 148 (Pa. Commw. 2010).

23. Indeed, court-approved settlements of zoning disputes are favored under the law. *See Summit Twp. Taxpayers Ass'n v. Summit Twp. Bd. of Supervisors*, 411 A.2d 1263, 1266 (Pa. Commw. 1980).

24. All parties agree that the terms of the Agreement should be enforced by Court Order, and they have included a proposed Order for the Court's consideration, attached as Exhibit "B."

WHEREFORE, Appellant, the Board, and the Township respectfully request that your Honorable Court enter the attached Order approving the Agreement as more fully set forth in this Stipulation.

Respectfully submitted,

GIBBEL KRAYBILL & HESS LLP

By: _____
Sheila V. O'Rourke
Attorney for Appellant
2933 Lititz Pike, PO Box 5349
Lancaster, PA 17606
(717) 291-1700
Sup. Ct. Atty. I.D. #313842

YOFFE & YOFFE

By: _____
Jeffrey N. Yoffe, Esq.
Attorney for Appellee
2 Lemoyne Drive, Suite 100
Lemoyne, PA 17043
(717) 343-1120
Sup. Ct. Atty. I.D. #52933

ECKERT SEAMANS CHERIN & MELLOTT,
LLC

By: _____

James A. Diamond
Brett C. Flower
Attorney for Intervenor
213 Market Street, 8th Floor
Harrisburg, PA 17101
(717) 237-6000
Sup. Ct. Atty. I.D. #43902
Sup. Ct. Atty. I.D. #324458

I certify that this filing complies with the provisions of the *Public Access Policy of the Unified Judicial System of Pennsylvania: Case Records of the Appellate and Trial Courts* that require filing confidential information and documents differently than non-confidential information and documents.

Date:

Signature of Attorney

EXHIBIT A
(Settlement Agreement)

EXHIBIT B

IN THE COURT OF COMMON PLEAS OF DAUPHIN COUNTY, PENNSYLVANIA

WALNUT ENTERPRISE, LP,	:	
	:	
Appellant	:	
	:	NO. 2022 CV 5212 LU
v.	:	
	:	
ZONING HEARING BOARD OF	:	
SUSQUEHANNA TOWNSHIP,	:	
	:	
Appellee	:	LAND USE APPEAL
	:	
And	:	
	:	
SUSQUEHANNA TOWNSHIP	:	
	:	
Intervenor	:	

ORDER

AND NOW, this _____ day of _____, 2023, upon consideration of the Joint Stipulation for Entry of Order Approving Settlement Agreement entered into by Walnut Enterprise, LP, Susquehanna Township Zoning Hearing Board, and Susquehanna Township, it is hereby **ORDERED** and **DECREED** that the Settlement Agreement is approved by this Court and entered as an Order upon the parties to the Settlement Agreement.

BY THE COURT:

Hon. John F. Cherry, President Judge

cc: Sheila V. O'Rourke, Esquire
James A. Diamond, Esquire
Brett C. Flower, Esquire
Jeffrey N. Yoffe, Esquire

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that I have this _____ day of _____, 2023, served the foregoing document upon the persons and in the manner indicated below.

Service by first class mail, addressed as follows:

James A. Diamond, Esquire
Brett C. Flower, Esquire
Eckert Seamans Cherin & Mellott, LLC
213 Market Street, 8th Floor
Harrisburg, PA 17101

Jeffrey N. Yoffe, Esquire
Yoffe & Yoffe
2 Lemoyne Drive, Suite 100
Lemoyne, PA 17043

GIBBEL KRAYBILL & HESS LLP

By: _____
Sheila V. O'Rourke
Sup. Ct. Atty. I.D. # 313842
Attorneys for Appellant
2933 Lititz Pike
P.O. Box 5349
Lancaster, PA 17606
(717) 291-1700

RESOLUTION NO. 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**

WHEREAS, Susquehanna Township owns a segment of the Capital Area Greenbelt (hereafter, "Greenbelt"); and

WHEREAS, the Capital Area Greenbelt Association (hereafter, "CAGA"), a registered non-profit under Section 501(c)(3) of the Internal Revenue Code, has historically shared in the maintenance and programming of the Greenbelt with the help of dedicated volunteers; and

WHEREAS, CAGA and Susquehanna Township are desirous of memorializing this relationship and providing for specific responsibilities and processes by which to effect capital improvements and continued maintenance of the Greenbelt via a Memorandum of Understanding attached hereto as Exhibit "A" and made part of this Resolution.

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of Susquehanna Township hereby authorizes the Vice Chairman and Secretary to execute a Memorandum of Understanding with the Capital Area Greenbelt Association for the maintenance, programming, and capital improvements to the Capital Area Greenbelt.

BE IT, AND THE SAME IS HEREBY RESOLVED, this 8th day of June 2023.

**SUSQUEHANNA TOWNSHIP
BOARD OF COMMISSIONERS**

[SEAL]

Steve Napper, Vice President

ATTEST:

David Pribulka, Secretary



Susquehanna
TOWNSHIP



**MEMORANDUM OF UNDERSTANDING
BETWEEN
SUSQUEHANNA TOWNSHIP
AND
THE CAPITAL AREA GREENBELT ASSOCIATION**

WHEREAS, Susquehanna Township (hereinafter referred to as "Township") owns property at various locations, commonly referred to as the Capital Area Greenbelt (hereinafter, "Greenbelt") (collectively, the "Parties"); and

WHEREAS, the Capital Area Greenbelt Association (hereinafter, "CAGA") is responsible for the management of the Greenbelt, which consists of trails and surrounding landscape on Asylum Run; and

WHEREAS, the Parties hereto are desirous of allocating and defining maintenance responsibilities associated with Township properties in the Greenbelt including Andrea Avenue to State Farm Road, from State Farm Road to Sycamore Drive and then to Camron Street seen in Exhibit B. Shown in Exhibit A the Township will be responsible for signal maintenance at Herr Street and Edgemont Road and 28th and Parkway.

NOW, THEREFORE, in consideration of the mutual promises and understandings hereinafter contained, the Parties, intending to be legally bound hereby, enter into this Memorandum of Understanding ("MOU") and establish the following provisions:

Section 1 – Term.

The term of this MOU shall commence as of the date signed by the Township (the "Effective Date"). The MOU shall remain in force from the Effective Date until terminated in accordance with the provisions described in Section 5.

Section 2 – General.

§2.01 – Where permitted by law, CAGA agrees to retain responsibility for all maintenance of the Greenbelt and functions not specifically defined herein.

§2.02 – CAGA agrees to work with the Township to develop a list of all facilities for which the Township and CAGA will be responsible to maintain. The list will be attached as Appendix A as part of the annual maintenance plan and incorporated herein. All changes to the facility list described in Appendix A shall require written approval of both Parties.

§2.03 – The Township retains the authority to develop and establish an annual work plan based on available budget, staffing, and other limitations as may be applicable. The Township agrees to consult with

CAGA prior to the authorization of any work to be performed subject to this MOU; however, the Township retains sole discretion over its work plan for the Greenbelt.

§2.04 – The Township and CAGA will have an annual maintenance plan meeting no later than October 1st of each year of this MOU, which shall apply to all facilities described in Appendix A. The maintenance plan shall set forth all maintenance services provided by the Township based on consultation with CAGA from the prior year. The Township, in its sole discretion and authority, shall have the authority to modify the maintenance plan based on available staffing and funding, provided that CAGA is provided *at least two weeks'* notice of the modifications. CAGA shall have the option to conduct its responsibilities under the maintenance plan through the use of contracted services or volunteers, subject to prior approval by the Township and conformance with all applicable provisions of this MOU. The list of agreed upon maintenance items will be listed in Appendix "A"

§2.05 – CAGA may request the Township provide full maintenance service for any facility described in Appendix "A" by detailing the tasks required to operate and maintain the asset(s) in accordance with all applicable statutes and ordinances. A request shall include identification of mandatory routine inspections; and all required maintenance including routine, scheduled, preventative, and discretionary maintenance work. Maintenance service required to meet safety requirements shall be prioritized above all other discretionary work. Approval of the request by the Township shall constitute a modification of the annual maintenance plan. In the event the Township does not approve the request, CAGA remains responsible for the maintenance service as set forth herein.

§2.06 – The Township and CAGA agree to cooperate in developing priorities, guidelines, and routine procedures to enable a harmonious and effective maintenance plan. It is recognized by both Parties that the annual maintenance plan may require modification throughout the year. Amendments shall follow the requirements of §2.05 when requested by CAGA. Amendments initiated by the Township shall be provided in writing to CAGA at least 14 days prior to the effective date of the modification to the maintenance plan and shall include a description of the amended maintenance plan and the reason for the amendment(s). Amendments initiated by the Township shall follow the procedure described in §2.04.

§2.07 – The Township will maintain three trail and street intersections as per PennDOT agreements located at the intersections of (1) 28th Street and Parkway Blvd; (2) Market Street and Parkway; and (3) Herr Street and Edgemont Street. Maps showing the intersections can be seen in Exhibit "A" Intersection Agreements.

Section 3 – Capital Improvements.

§3.01 – Capital improvements shall be defined as any item which has a single unit cost of \$2,000.00 or more and an expected useful life of at least one year. Examples will include but are not limited to development of new trail or paving unimproved trail surfaces, land acquisition, amenities such as the installation of bicycle repair stations, and/or the installation of hardscape features.

§3.02 – CAGA and the Township will jointly plan for capital improvements in conjunction with the development of the Township's Capital Improvement Program. A financial plan shall be developed for the implementation of each project.

§3.03 – Routine maintenance items including, but not limited to, trail resurfacing with the same material, landscaping, and invasive species management will be identified as general maintenance or capital in the

annual meeting. The designation of routine maintenance items as either general maintenance or capital improvements may be updated throughout the year upon written agreement of the Parties.

§3.04 – The Parties acknowledge that inclusion of a project or improvement in the Capital Improvement Program for the Township does not authorize the project to proceed. Projects approved by and incorporated into the Annual Operating Budget will have authorization to proceed, pending compliance with all other applicable statues and procurement guidelines of the Township.

Section 4 – Primary/Secondary Contacts

§4.01 – CAGA and the Township hereby identify the following individuals and offices as the primary contacts for all correspondence and communication pertaining to the implementation of this MOU. Requests for maintenance and all coordination will be between the individuals and offices identified herein.

Primary

Susquehanna Township

Name: _____

Title: _____

Phone: _____

Email: _____

Capital Area Greenbelt Association

Name: _____

Title: _____

Phone: _____

Email: _____

Secondary

Susquehanna Township

Name: _____

Title: _____

Phone: _____

Email: _____

Capital Area Greenbelt Association

Name: _____

Title: _____

Phone: _____

Email: _____

Section 5 – Termination and Dispute Resolution.

§5.01 – Any Party desirous of terminating this MOU shall provide the other Party with as much notice as possible; provided that, in no case shall notice be provided to terminate this MOU after September 1st of the calendar year preceding the year of termination.

§5.02 – In the event of any dispute, claim, question, or disagreement arising from or relating to this agreement or the breach thereof, the parties hereto shall use their best efforts to settle the dispute, claim, question, or disagreement. To this effect, they shall consult and negotiate with each other in good faith and, recognizing their mutual interests, attempt to reach a just and equitable solution satisfactory to both parties. If they do not reach such solution within a period of 60 days, then, upon notice by either Party to the other, all disputes, claims, questions, or differences shall be finally settled by arbitration administered by the American Arbitration Association.

Section 6 – Indemnification and Insurance.

§6.01 – To the fullest extent permitted by Law, the Parties shall defend, indemnify and hold the other and its indemnitees harmless from and against any and all claims, actions, damages, expenses (including reasonable attorneys’ fees), losses or liabilities incurred by or asserted against the Parties or any of their indemnitees to the extent that such claims, actions, damages, expenses, losses, liabilities, fees, costs or penalties are caused by or arise out of the Parties’ misperformance.

§6.02 –Through the term of this MOU, CAGA shall maintain comprehensive general liability insurance in amount of not less than Two Million and 00/100 (\$2,000,000.00) Dollars with a reputable and licensed insurance carrier authorized to do business in the Commonwealth of Pennsylvania. The Township shall be named on said insurance as an additional insured and shall be provided with proof of insurance upon each policy renewal occurring during the term of this MOU.

Section 7 – Safety.

§7.01 – The Township and CAGA are committed to ensuring the health and safety of Township employees and the public. The Parties agree to act expeditiously to resolve any potential issues and hazards that may jeopardize the safety of Township employees, CAGA volunteers, and the public which are made known to the Parties.

§7.02 – CAGA agrees to provide accurate and current information on all hazardous materials used or contained in the Greenbelt properties to the Township. This information shall include, at minimum, the quantity of the material used or contained onsite, the Safety Data Sheet (SDS) for the material, and any measures that may be necessary to control or contain the material to protect the health and safety of those who may interact with it or be otherwise exposed to it. CAGA further agrees to adhere to all regulations of the Pennsylvania Department of Environmental Protection, Environmental Protection Agency, and any other body that regulates hazardous materials.

§7.03 – CAGA and the Township agree to develop and maintain concise and enforceable rules and regulations applicable to all users of the Greenbelt. The rules and regulations shall be agreed to by both Parties and prominently displayed at critical and highly visible locations throughout the Greenbelt in the Township. It is recognized that the Greenbelt maintains trailway in multiple municipalities, which may have rules and regulations promulgated that are unique to their respective jurisdictions. To the degree possible, the Township agrees to establish its rules and regulations consistently with other participating municipalities.

[Remainder of page intentionally left blank]

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be duly executed as of the day and year executed by the Township.

**Susquehanna Township
Board of Commissioners**

Capital Area Greenbelt Association

Frank Lynch, President

Name:

Date: _____

Date: _____

WITNESS:

WITNESS:

David Pribulka, Township Secretary

Name:

[Remainder of page intentionally left blank]

Appendix "A"
Annual Maintenance Plan

1. Township will be responsible for the mowing of the trail edge on the entirety of the Veterans Park spur from Andrea Avenue to State Farm Road.
2. Township will be responsible for the mowing/trimming along the fence line from the Entrance of the East Harrisburg Cemetery to Pine Street, and from Pine Street to Sycamore Street.
3. Township will utilize township equipment to maintain the growth of bushes, trees, and plant material that encroach the trail and ease of travel along the trail (ex. use of a brush hog or articulated mower) from Andrea Avenue to the Sycamore St. where equipment will fit safely and can be operated correctly.
4. Township will address the removal of fallen trees along the trail sections with-in a reasonable and safe time frame.
5. Township will apply appropriate herbicides via utilization of a certified applicator.
6. Neither the Township nor CAGA will actively clear snow from trails, if a trail is on private property, it is the property owner's responsibility to clear the snow unless other agreements are in place.
7. CAGA will maintain split rail fencing from Harrisburg East Cemetery to Sycamore Street.
8. CAGA will trim the fence line and mow the trail buffer from Sycamore through the state hospital grounds.
9. CAGA will remove leaves and debris from the trail through the State Hospital property.
10. CAGA will monitor the three bridges on the Harrisburg State Hospital section of the Greenbelt and bring safety concerns to the Township's attention.

Township Contact: Doug Knauss, Parks and Recreation Director 717-909-9278 or
dknauss@susquehannatwp.com

Exhibit A

Intersection Maintenance Agreements

Herr Street and Edgemont Road:

MOVEMENT, PHASING, AND SEQUENCE CHART

ACTUATED	PHASE	2+6	4+8	EMERGENCY FLASH
SIGNAL	1,2,3,4	R G Y R R R R R	R R R R R R R R	Y
	5,6,7,8	R R R R R R G Y	R R R R R R R R	Y
	9,12	W W W W W W W W	H H H H H H H H	R
	10,11	H H H H H W W W	H H H H H H H H	R

FIXED	180/270	360/090
SEC PER ACTUATION	-	-
MAX INITIAL PHASING	6	3
TIME TO REDUCE BEFORE REDUCTION	-	-
MIN GAP	-	-
MAX 1	30	30
MAX 2	-	-
PEDESTRIAN	3 1 10 3 4 5	-
MEMORY	MAX-RECALL	NON-LOCK

* UPON PEDESTRIAN ACTUATION, OTHERWISE HAND AT ALL TIMES

W - WALK SYMBOL
FH - FLASHING HAND SYMBOL
H - HAND SYMBOL

DETECTOR NOTES

- DETECTORS 4 AND 8 CALL AND EXTEND PHASE 4 & 8
- DETECTORS 3 AND 4 CALL PHASE 2 & 6 PEDESTRIAN
- DETECTORS 5 AND 6 CALL PHASE 4 & 8 PEDESTRIAN

NOTES

- ALL INDICATIONS SHALL BE LED.
- ALL OVERHEAD SIGNALS SHALL BE EQUIPPED WITH BACK PLATES, TUNNEL VISORS AND LENSES.

GENERAL NOTES

INSTALL, OPERATE AND MAINTAIN THIS TRAFFIC SIGNAL IN ACCORDANCE WITH ALL PENNSYLVANIA DEPARTMENT OF TRANSPORTATION REGULATIONS, SPECIFICATIONS, AND STANDARD DRAWINGS.

NO MODIFICATION OF THIS INSTALLATION IS PERMITTED UNLESS PRIOR APPROVAL IS GRANTED, IN WRITING, BY THE DEPARTMENT.

ALL MAINTENANCE NECESSARY FOR PROPER VISIBILITY OF THE SIGNALS, INCLUDING TRIMMING TREES, IS THE RESPONSIBILITY OF THE PERMITTEE.

THE PERMITTEE INSTALLS AND MAINTAINS ALL SIGNS AND PAVEMENT MARKINGS INDICATED ON THIS DRAWING WHICH ARE CONSIDERED PART OF THE PERMIT, UNLESS OTHERWISE INDICATED. THE DEPARTMENT MAINTAINS THE LONGITUDINAL PAVEMENT MARKINGS ON STATE HIGHWAYS.

INSTALL POST MOUNTED SIGNALS WITH THE SIGNAL HEADS A MINIMUM OF 2 FEET BEHIND THE FACE OF THE CURB OR EDGE OF THE SHOULDER. ALSO, INSTALL SUPPORT POLES FOR OVERHEAD SIGNALS WITH A MINIMUM HORIZONTAL CLEARANCE OF 2 FEET.

INSTALL SIGNAL HEADS AND SIGNS ERRECTED OVER THE ROADWAY WITH THE BOTTOMS NOT LESS THAN 15 FEET NOR MORE THAN 19 FEET ABOVE THE ROADWAY.

INSTALL POST MOUNTED SIGNAL HEADS WITH BOTTOMS NOT LESS THAN 4 FEET NOR MORE THAN 15 FEET ABOVE THE SIDEWALK OR PAVEMENT GRADE.

INSTALL SIGNAL HEADS WITH A MINIMUM HORIZONTAL DISTANCE OF 8 FEET BETWEEN THE HEADS AS MEASURED AT RIGHT ANGLES TO THE APPROACH.

IN ADDITION TO THIS SIGNAL, PERMIT THE PERMITTEE MUST OBTAIN A HIGHWAY OCCUPANCY PERMIT PRIOR TO ANY OPENINGS BEING MADE IN OR UNDER ANY PORTION OF A STATE HIGHWAY.

THREE WORKING DAYS PRIOR TO EXCAVATION THE PERMITTEE MUST CONTACT THE PA ONE-CALL SYSTEM, INC., PHONE 1-800-242-1776.

CONDUIT INSTALLED IN BOTANICALS ROADWAYS LESS THAN 3 YEARS OLD, OR CONCRETE ROADWAYS REGARDLESS OF AGE MUST BE SPRED OR JACKED UNDER THE ROADWAY. INSTALL IN ACCORDANCE WITH TRAFFIC SIGNAL STANDARDS T-800 SERIES.

LEGEND

- ▲ - Strain Pole
- - Pedestrian Pole
- ⬆ - Vehicular Signal Head
- ⬆ - Pedestrian Signal Head
- ⬆ - Pedestrian Signal Head
- ⬆ - Sign
- ⬆ - Vehicle Detector Zone
- ⬆ - Pedestrian Pushbutton/Sign
- ⊠ - Controller Assembly
- ⊠ - Junction Box
- ⊠ - Cordal/Size
- ⊠ - Luminaire
- W/4" - Solid White Line/Width
- BW/4" - Broken White Line/Width
- Y/4" - Solid Yellow Line/Width
- B/4" - Broken Yellow Line/Width
- D/4" - Double Yellow Line/Width

SIGNS

PLAN SYM	SERIES	SIZE	QTY.	MESSAGE
A	R10-3E	9x14	2	EDUCATIONAL PUSH BUTTON FOR WALK SIGNAL WITH COUNTDOWN TIMER →
B	R10-3E	9x14	2	← EDUCATIONAL PUSH BUTTON FOR WALK SIGNAL WITH COUNTDOWN TIMER
C	R10-1SR	30x30	1	TURNING VEHICLES YIELD TO PEDESTRIANS
D	R1-1	30x30	1	STOP
E	R3-7L	30x30	4	LEFT LANE MUST TURN LEFT
F	R1-2	36x36	1	YIELD
G	R9-3	18x18	4	NO PEDESTRIAN CROSSING

COUNTY:	DAUPHIN
MUNICIPALITY:	SUSQUEHANNA TOWNSHIP
INTERSECTION:	HERR STREET (SR 0022) AND EDGEMONT ROAD/PARHAM DRIVE
REVIEWED:	
MUNICIPAL OFFICIAL:	DATE
RECOMMENDED:	
DISTRICT TRAFFIC ENGINEER:	DATE

SCALE: 0' 25' 50' 75'

Market Street & Parkway

28th Street & Parkway

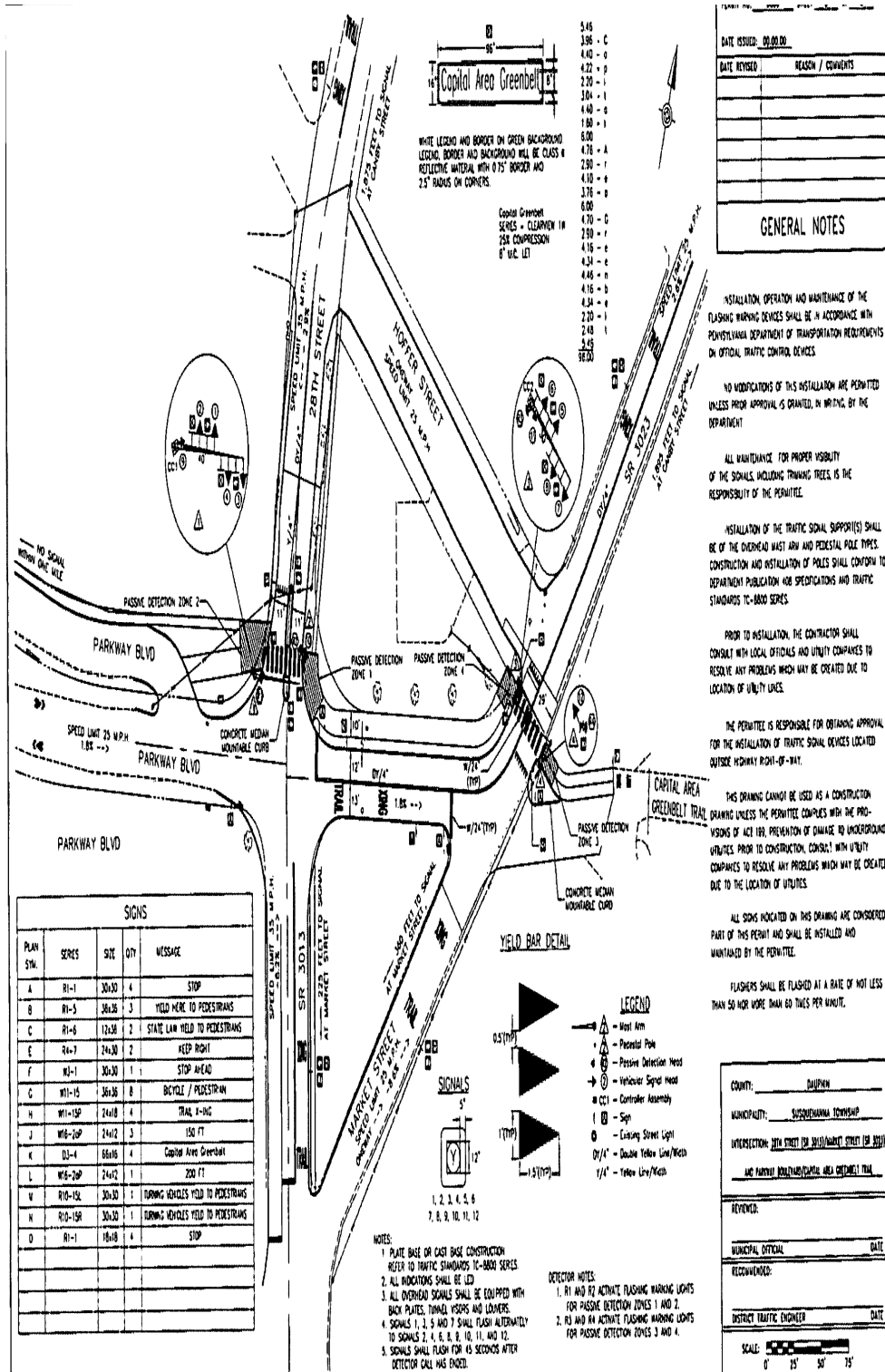
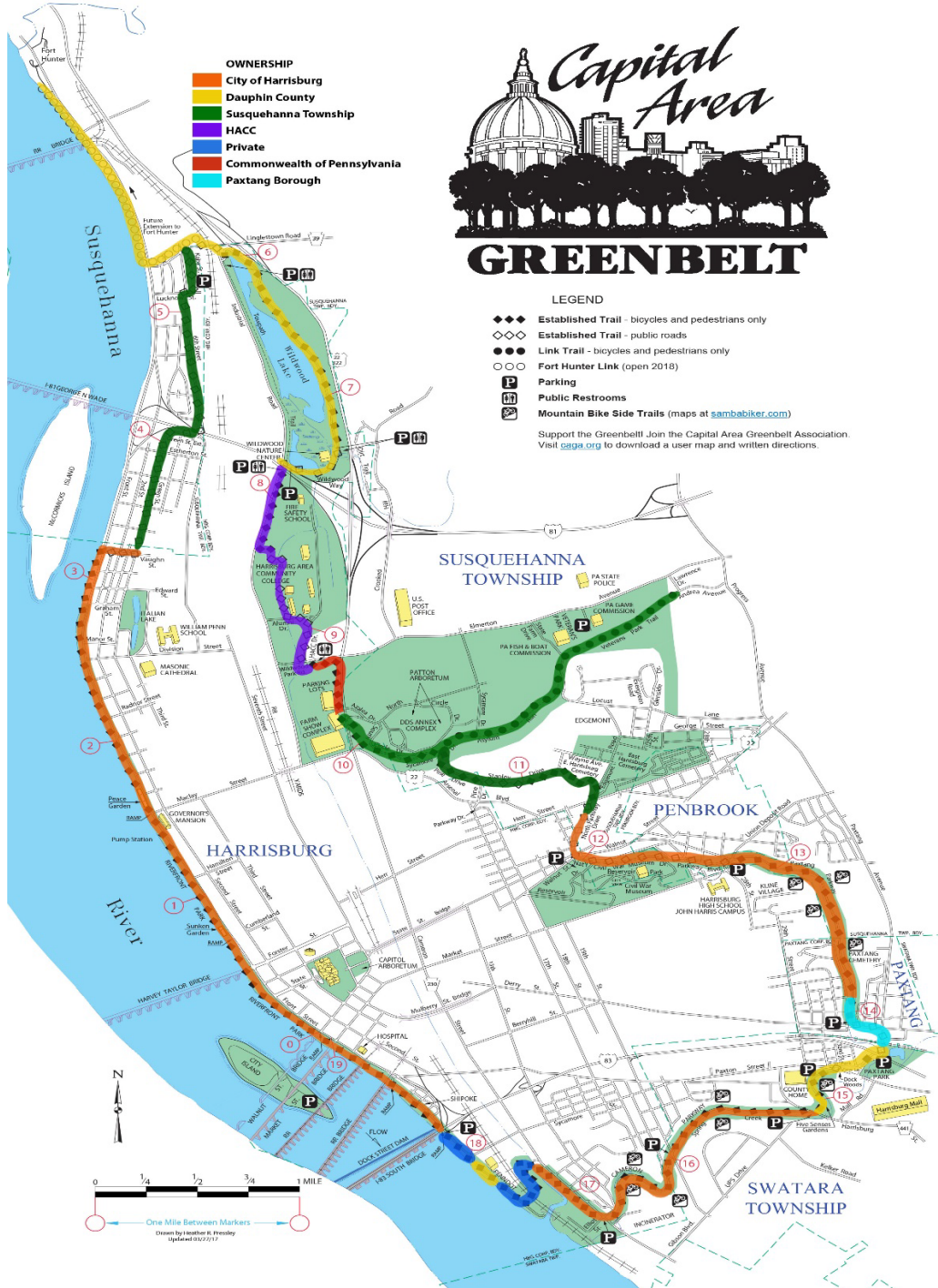


Exhibit B

Land/Easement Ownership



SUSQUEHANNA TOWNSHIP SCHOOL DISTRICT

World Class. Every Day. In Every Way.

DISTRICT OFFICE

2579 Interstate Drive, Harrisburg, PA 17110
717.657.5100 | F. 717.724.1851 | www.hannasd.org

May 10, 2023

To: Susquehanna Township

Intro:

The project associated with this waiver request letter is for the purpose of installing two (2) additional temporary modular buildings at T.W. Holtzman Elementary School, 1910 Linglestown Rd, Harrisburg, PA 17110. Which the property is owned by The Susquehanna Township School District. These modular buildings are to provide additional classroom space for the elementary school due to the projected increased student capacity, where the fluctuation in student population is affected the most compared to middle schools and high schools. These modular buildings will have electrical HVAC systems, and four (4) single use water closets, of which the DW, SAN, electrical, and low voltage systems will be tied into the existing principal school building.

Current Subdivision and Land Development Ordinance:

§22-301.C.4 of the Susquehanna Township Subdivision and Land Development Ordinance states:

"Where an addition of no more than 15% of the square footage is being added to an existing building, but in no case of an addition of more than 2,000 square feet, a building permit is required to be obtained from the appropriate officer of the Township but, submission of a land development plan or review by the Planning Commission or approval by the Board of Commissioners is not required but, only when (1) the building is added to the existing structure and is not separated; and (2) there is no change to any street or public way; and (3) there is no interference or substantial change to drainage or the flow of water; and (4) when the appropriate building officer of the Township determines that the same is otherwise in compliance with all zoning and land development requirements."

Requested Relief & Building Proposal Details:

To Whom it may concern, _____

The Susquehanna Township School District is requesting waiving the entire Subdivision and Land Development Process for the proposed prefabricated modular building(s) which is stated above. And moving forward with a building & zoning permitting review process.

The proposed modular building installation will consist of the following, and is for the projected increase of an additional 156 students that are to attend T.W. Holtzman Elementary School –

(1): A 3,520 sq. ft. prefabricated modular building consisting of four (4) classrooms with a central corridor, and two individual use water closets, with four (4) wall hung HVAC systems that are electrically powered for heating and cooling.

(2): A 1,750 sq. ft. prefabricated modular building consisting of two (2) classrooms with an entryway foyer separating foot traffic to either classroom, and two individual use water closets, with two (2) wall hung HVAC systems that are electrically powered for heating and cooling.

Both buildings will be fully ADA compliant and accessible from an existing ADA ramp, and all utilities will tie into existing systems. Both prefabricated modular buildings will be installed over a surface mounted load spreader foundation system on top of CMU block piers.

Both buildings will have storm water gutter downspouts located at the four corners of each building, and will drain to grade, of which is existing non-permeable bituminous material.

There will be no earth disturbance or a below grade foundation system. There will be an increase of 19 DFU (Drainage Fixture Unit Values is defined by the Uniform Plumbing Code (UPC)), due to the proposed plumbing fixtures, and an increase of 128 Kilo Watt electrical load.

Foot traffic will flow through an existing exterior doorway of the primary school building up the existing ADA ramp and into the (1) modular building then to the (2) modular building.

Please see the attached site plan for additional reference.

Justifications for Relief:

It is of the professional opinion & belief of the Susquehanna Township School District that the Subdivision and Land Development Process is an unnecessary item related to the proposal for the installation of two (2) prefabricated modular buildings at T.W. Holtzman Elementary School.

These modular buildings will only be on-property and in use for a temporary timeframe. This proposal also meets the qualifications that to go over the top of existing non-permeable surfaces composed of bituminous material with stormwater drainage flowing as current and existing conditions allow with an existing French drain system running through the bituminous material topped area. There is to be no change to any street or public way; and there is to be no interference or substantial change to drainage or the flow of water.

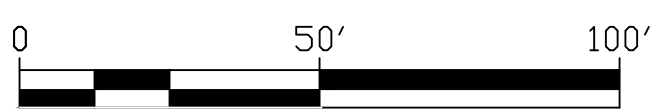
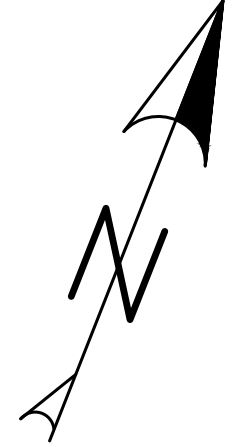
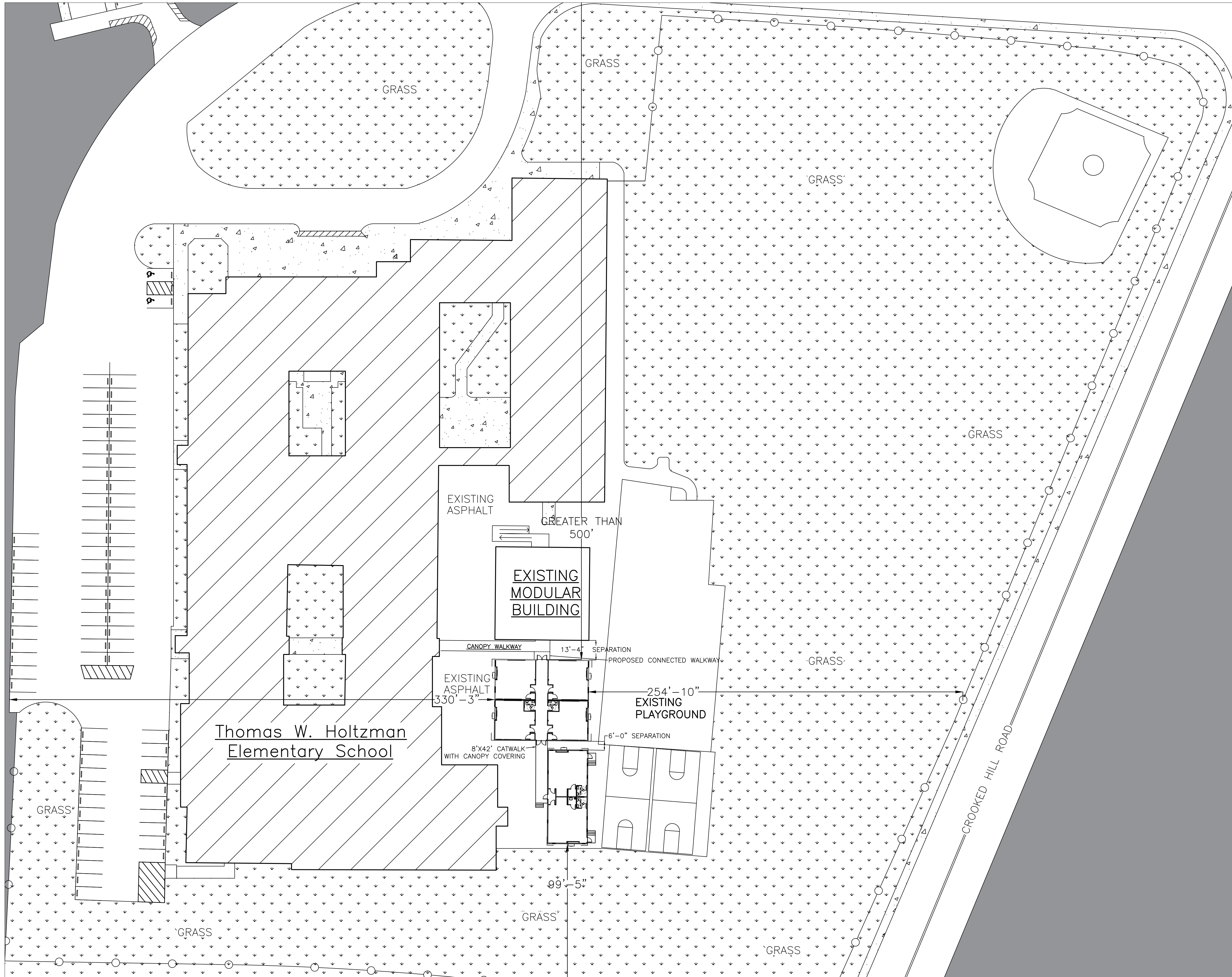
Although the proposed building(s) square footage exceeds 2,000 sq. ft., there will result in no change in square footage of storm water permeable land. And there will be no increase in topsoil erosion or runoff. The proposed modular building will also be connected to the primary building via a canopy covered ADA rampway & deck.

As such it is in the Susquehanna Township School District's opinion that the Subdivision and Land Development Process would be an undue additional cost to the taxpayer for Susquehanna Township / Susquehanna Township School District for the additional time it would take for this process to be done.



Oslen C. Anderson, Jr.

Business Manager



MOBILEASE
 Modular Space, Inc.
 201 Route 130
 Pedricktown, NJ 08067
 O: 856.686.9600
 F: 856.686.9240
 sales@mobileasemodular.com
 www.mobileasemodular.com

Drawing Notes

Drawing Keys

No.	Revision/Issue	Date
1	Proposed Site Plan	2/02
2	Zoning Set Backs	3/03

Project Name and Address
 6 Classroom Complex
 Thomas W. Holtzman Elementary School
 Susquehanna Township School District
 1910 Linglestown Road
 Harrisburg, PA 17110
 Drawn By
 L. O'Brien

Project Holtzman ES, STSD	Sheet S.1
Date 2/02/2023	Sheet
Scale 1/32"=1'-0"	1 of 1



Staff Report One– SALDO Waiver Request
 Thomas Holtzman Elementary School, 1910 Linglestown Road

Request:	Waiver request from §22-301.C.4		
Deadline:	N/A		
Consultants:	Mobilease Modular Classrooms		
Property Owners:	Susquehanna Township School District		
Parcel IDs:	62-009-041		
Zoning District:	Business – Office – Residential, BOR		
Prepared By:	Mack Breech Community Planner & Zoning Administrator		
Items Reviewed:	<i>Submission</i>	<i>Dated</i>	<i>Last Revised</i>
	Site Plan	05.10.2023	
	Waiver Request Letter	05.10.2023	
	2018 Agreement & Exhibit	10.2018	
	Minutes BOC Approval Meeting	07.12.2023	

Background information:

Susquehanna Township School District wishes to install two modular classroom units at Thomas Holtzman Elementary School. When the School District added new modular units in 2018, they were required to complete the full land development process. The Township Solicitor advised staff that a waiver of land development is legally feasible.

The larger of the two modular classrooms would be 3,250 square feet in size, while the smaller would be 1,750 square feet. Both modulares are prefabricated and lack a below grade foundation. Four separate classrooms would be located in the large unit, with two classrooms in the smaller unit. Each unit would include two water closets with related plumbing fixtures. The modulares are proposed to be connected to the school with an ADA compliant ramp, which would be designed to serve student foot traffic. All electric, plumbing and HVAC systems necessitated by the addition of these units would be tied into the existing system already present at the school.

A plan to add one modular unit with four classrooms at Thomas Holtzman was approved by the Board of Commissioners on July 12, 2018. Through this process, six waivers were granted for preliminary plan procedures, survey-related data, monuments and marks, resource impact, site impact analysis, and stormwater requirements. Two modifications were approved with conditions from the SALDO:

1. §22-1107. Sidewalks with the condition that sidewalks be installed within one year of the certification of occupancy issuance per an agreement with the Township.
2. §22-1009.3.A(1) Street Trees with the condition to allow a larger separation between

the trees per an agreement with the Township.

However, neither of these conditions have been met yet. The sidewalk has not been installed along Linglestown Road. Street trees have not been planted per the signed agreement. A Certificate of Occupancy was issued on October 5, 2018, so work was required to be completed by October 5, 2019.

Waiver request:

The purpose of this project is to request a waiver from §22-301.C.4 of the Susquehanna Township Subdivision and Land Development Ordinance (SALDO). §22-301.C.4 of the SALDO states:

“Where an addition of no more than 15% of the square footage is being added to an existing building, but in no case of an addition of more than 2,000 square feet, a building permit is required to be obtained from the appropriate officer of the Township but, submission of a land development plan or review by the Planning Commission or approval by the Board of Commissioners is not required but, only when (1) the building is added to the existing structure and is not separated; and (2) there is no change to any street or public way; and (3) there is no interference or substantial change to drainage or the flow of water; and (4) when the appropriate building officer of the Township determines that the same is otherwise in compliance with all zoning and land development requirements.”

Since the two classroom units cumulatively add up to 5,270 square feet and are separated from the main building, the land development process would be required. By requesting a waiver from the above section of the SALDO, the applicant seeks to move forward with this project without going through the required land development process as other projects are required to.

Ordinance Review/MPC Analysis:

In terms of zoning regulations, this project calls for the addition of no new impervious area. Therefore, the lot coverage of the property would not be impacted. Setbacks are not a concern because the proposed position of the modular units would be located at minimum 150 feet from the nearest property line. The modular units would be well below BOR district height requirements and all other bulk and area regulations. The only other zoning regulation with relevance is §27-2034.3 – Elementary Schools, which requires outdoor play areas in accordance with Pennsylvania licensing laws. Even though this addition would be directly adjacent to the outdoor play area, the ample size playground would remain entirely intact. This project is consistent with the Susquehanna Township Zoning Ordinance and requires no further zoning approvals.

Land development projects typically regulated by the SALDO often involve the construction of roads, major utility work, stormwater management design and other large-scale improvements to land. This project would not cause the major disturbance of land and utilities typically associated with land development projects. However, even for the most minor project, the Township is able to enforce the addition of certain improvements to properties undergoing land development. Of these, the two most relevant improvements to this project are the addition of a sidewalk along Linglestown Road and street trees along primarily Crooked Hill Road. If this project underwent land development, these two improvements would be required



to be added. The lack of sidewalks along Linglestown Road is a major gap in pedestrian connectivity for Township residents and there appears to be no clear reason why it has not been added in the past. Street trees along Crooked Hill would also be aesthetically beneficial and serve as a means of shade for students who use the large field adjacent to the street as a play area. While many of the SALDO regulations do not seem applicable to this project, the requirements to add sidewalks and street trees are clearly relevant.

The Municipalities Planning Code (MPC) does allow for the modification of SALDO requirements. §512.1 of the MPC states:

“The governing body or the planning agency, if authorized to approve applications within the subdivision and land development ordinance, may grant a modification of the requirements of one or more provisions if the literal enforcement will exact undue hardship because of peculiar conditions pertaining to the land in question, provided that such modification will not be contrary to the public interest and that the purpose and intent of the ordinance is observed. “

While the ability to modify/waive regulations is clearly provided to governing bodies by the MPC, the validity of a modification of the entire land development process is questionable. The applicant does not directly address the undue hardship caused by the peculiar conditions of the land that undergoing land development would cause. However, it seems that waiving the process would not be contrary to public interest and the request is generally compliant with the purpose and intent of the SALDO. It is clear that if they choose, the Board of Commissioners would have the ability to grant the waiver as requested.

Additional comments from township personnel and relevant agencies are attached to this review letter.

Recommendation:

Staff has reviewed the above referenced request and recommends further discussion by the Planning Commission. If the Planning Commission should choose to recommend approval of the waiver request, staff recommends the following conditions of approval:

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.





Herbert, Rowland & Grubic, Inc.
 369 East Park Drive
 Harrisburg, PA 17111
 717.564.1121
 www.hrg-inc.com

WAIVER REQUEST REVIEW LETTER #1

SUSQUEHANNA TOWNSHIP

Attn: Mack Breech

Thomas Holtzman Elementary School Classroom Complex

May 19, 2023

We have completed our review of the following information for the above-referenced project:

Submission:	Dated:	Last Revised:
Plan Sheets 1-1 of 1 (Plan)	February 2, 2023	---
Written Request for Waiver	May 10, 2023	---

The applicant has submitted the following requests for relief:

Requested Waiver(s):	Ordinance Section:
Definitions (Land Development)	SLDO 22-301.C.4

We offer the following general comments:

1. The proposed modular classrooms are not expected to result in negative stormwater related impacts as the proposed location is currently impervious asphalt.
2. The plan proposes no earth disturbance.
3. The proposed modular classrooms are not anticipated to create new or worsen existing traffic conditions in the surrounding area.
4. The proposed improvements are to be located entirely within the existing footprint of the elementary school grounds. No improvements are proposed in the Township or State right-of-way.
5. No new driveways or roadways are proposed.
6. No new utility connections are proposed.
7. The applicant shall consult with the Fire Marshall in regard to emergency response and fire suppression to ensure such needs can be sufficiently managed.

Thomas Holtzman Elementary School
Susquehanna Township
May 19, 2023
Page 2

This review is based solely on the documents referenced above and does not relieve the design professional of any responsibility, nor does it imply any design responsibility by Herbert, Rowland & Grubic, Inc. HRG reserves the right to make additional comments in the future based on newly-supplied or revised information as provided by the applicant or their representative(s).

Sincerely,

Herbert, Rowland & Grubic, Inc.

A handwritten signature in black ink, appearing to read 'A. Greenly', with a small registered trademark symbol (®) to the right.

Alex Greenly, P.E.
Project Manager

AG
R000242.0002 (Phase 1283)
P:\0002\000242_0002\1283 - Thomas Holtzman Elementary\VA - PLAN REVIEW\PR#1 - PH1283.docx

c: Susquehanna Township

Our ref: 11110993

17 May 2023

David Pribulka, Manager
Susquehanna Township
1900 Linglestown Road
Harrisburg, PA 17110

**Subdivision and Land Development Ordinance Waiver – Thomas Holtzman Elementary School –
1910 Linglestown Road**

Dear David

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. The modular buildings will have four (4) single use water closets, of which the sanitary facilities will be tied into the existing school building. No additional wastewater flow will be generated.

The School District is requesting waiver of the Subdivision and Land Development process, and subsequent sanitary sewer planning. There is no record of previous sanitary sewer planning for Thomas Holtzman Elementary School; however, a previous request for sewage planning relief was reviewed and approved in 2018 (letter is attached). As previously indicated, sewage facilities planning was not required on the basis that no additional wastewater flow will be generated. Flow from the proposed development will not impact the current approved Corrective Action Plan for the Paxton Creek Basin.

We recommend the Authority Board act to grant the sewage facilities planning waiver for the two (2) temporary modular buildings, pending approval of the waiver of the Subdivision and Land Development process by the Township Planning Commission.

Regards



Josiah D. Bair, PE
Project Engineer

717-541-0622
josiah.bair@ghd.com

Copy to: Mack Breech, Betsy Logan (Susquehanna Township)



June 25, 2018

Mr. David Kratzer, Manager
Susquehanna Township
1900 Linglestown Road
Harrisburg, PA 17110

**Susquehanna Township
Sara Lindemuth and Thomas Holtzman Elementary Schools
Sewage Facilities Planning – Request for Determination**

Dear David,

We have reviewed the planning modules, Pa DEP correspondence and Request for Determination submitted by ELA Group for the above referenced project. As noted, the Susquehanna Township School district is proposing the construction of modular classrooms at each location to reduce student density in existing facilities and improve student to teacher ratios. No additional wastewater flow will be generated.

The Sara Lindemuth school was the subject of sewage facilities planning in 2007 and discharges to the Asylum Run Basin. At that time, approximately 8,500 gpd of wastewater flow was approved, which equates to 47 EDUs and 24 DEP connections under current STA policy for non-residential facilities. Water usage provided by ELA Group indicates a current usage of approximately 4,000 gpd, or 22 EDUs and 11 connections. As the current flow (and as such actual EDUs and Connections) is less than previously approved and no additional flow is proposed, we are in agreement with ELA Group and Pa DEP correspondence that no new sewage facilities planning is required and the proposed development does not impact the current approved Corrective Action Plan for the Asylum Run Basin.

There is no record of previous planning for the Thomas Holtzman Elementary School, which discharges to the Paxton Creek Basin. As recommended by Pa DEP, ELA Group calculated the estimated wastewater flow from the proposed modular classrooms. It should be noted however, that no additional or “new” students will be served in these classrooms and the calculation is simply a prediction of flow if the school were to add to the current student population. ELA Group’s calculation indicates a potential wastewater contribution of 390 gpd, which is less than the threshold required by Pa DEP for facilities planning. Considering these factors, we are in agreement with ELA Group and Pa DEP correspondence that no sewage facilities planning is required for the proposed development and it does not impact the current approved Corrective Action Plan for the Paxton Creek Basin.

In summary, we recommend the Authority Board act to approve the request by ELA Group, on behalf of the Susquehanna Township School District, that no sewage facilities planning is required for the subject development.



If you have any questions, please don't hesitate to contact our office.

Regards,

GHD

A handwritten signature in blue ink that reads "Joel K. Kostelac". The signature is fluid and cursive, with the first name "Joel" being the most prominent.

Joel Kostelac, PE BCEE
Associate

Enclosures

Cc: Mr. Matthew Harlow, RLA, ELA Group, Inc., 2013 Sandy Drive, Suite 103, State College, PA 16803



Township Manager's Report June 8, 2023

1. Bids were opened on June 1st for 2023 Road Paving Projects which include segments of Valley Road; Goose Valley Road; Crooked Hill Road; Rose Hill Road; Locust Lane; and Maple Shade Drive. Staff is coordinating a meeting with the Public Works Committee to review the bid tabulation and submit a recommendation to the Board of Commissioners on the award of a base bid and desired alternates that were included in bid package. Tentatively, an award is scheduled to be made by the Board at the June 22nd Workshop meeting. A summary of the bids has been included with this report.
2. Work has begun on the Paxton Church Road Stabilization Project in the vicinity of its intersection with Shutt Mill Road. The road will be closed to all traffic excluding local traffic and deliveries beginning on June 12th. Additional detail is available on the Township's website.
3. Proposals have been received for the Township's central depository (banking services) and a recommendation for an award is planned tentatively for the June 22nd Workshop meeting. Staff is attempting to schedule a meeting with the Budget and Finance Committee to review the proposals and submit a recommendation for award.
4. The Susquehanna Township Authority met on Tuesday, June 6th for its Regular Meeting. The Authority Board received a presentation to update them on planned 2023 Road Projects and was asked to consider a sewage planning exemption for Holtzman Elementary School. The Board was also asked to consider an award of engineering services to conduct an Act 537 Plan Special Study for the Fox Run Pump Station, as well as the capital contract for the Asylum Run Drainage Basin (23B/C) improvements. A verbal report will be provided on the outcome of the Authority meeting on those items.

Base Bid & All Alternates

	Construction Masters Services, LLC	Pennsy Supply	New Enterprise Stone & Lime Co., Inc.	JVI Group Inc
Valley Road	\$162,291.50	\$145,063.00	\$160,680.00	\$179,795.00
Goose Valley Road	\$49,069.00	\$43,845.00	\$58,500.00	\$61,000.00
Crooked Hill Road	\$378,001.10	\$357,064.20	\$352,056.00	\$430,496.00
Rose Hill Road	\$68,051.75	\$80,788.30	\$71,630.00	\$90,945.00
Total Base Bid	\$657,413.35	\$626,760.50	\$642,866.00	\$762,236.00
Maple Shade (Alt 1)	\$121,540.00	\$111,319.00	\$129,400.00	\$129,650.00
Goose Valley Turn Around (Alt 2)	\$54,977.85	\$88,449.60	\$69,202.00	\$61,462.00
Locust Lane CIP (Alt 3)	\$171,156.65	\$159,221.75	\$175,544.00	\$13,704,201.00
Locust Lane w/ Base Repair (Alt 4)	\$120,188.30	\$151,796.70	\$129,968.00	\$160,527.00
Total Base Bid & All Alts	\$1,125,276.15	\$1,137,547.55	\$1,146,980.00	\$14,818,076.00

Base Bid & Alternates 1,2,3

	Construction Masters Services, LLC	Pennsy Supply	New Enterprise Stone & Lime Co., Inc.	JVI Group Inc
Valley Road	\$162,291.50	\$145,063.00	\$160,680.00	\$179,795.00
Goose Valley Road	\$49,069.00	\$43,845.00	\$58,500.00	\$61,000.00
Crooked Hill Road	\$378,001.10	\$357,064.20	\$352,056.00	\$430,496.00
Rose Hill Road	\$68,051.75	\$80,788.30	\$71,630.00	\$90,945.00
Total Base Bid	\$657,413.35	\$626,760.50	\$642,866.00	\$762,236.00
Maple Shade (Alt 1)	\$121,540.00	\$111,319.00	\$129,400.00	\$129,650.00
Goose Valley Turn Around (Alt 2)	\$54,977.85	\$88,449.60	\$69,202.00	\$61,462.00
Locust Lane w/ Cold In Place (Alt 3)	\$171,156.65	\$159,221.75	\$175,544.00	\$13,704,201.00
Total Base Bid & Alts 1,2,3	\$1,005,087.85	\$985,750.85	\$1,017,012.00	\$14,657,549.00

Base Bid & Alternates 1,2,4

	Construction Masters Services, LLC	Pennsy Supply	New Enterprise Stone & Lime Co., Inc.	JVI Group Inc
Valley Road	\$162,291.50	\$145,063.00	\$160,680.00	\$179,795.00
Goose Valley Road	\$49,069.00	\$43,845.00	\$58,500.00	\$61,000.00
Crooked Hill Road	\$378,001.10	\$357,064.20	\$352,056.00	\$430,496.00
Rose Hill Road	\$68,051.75	\$80,788.30	\$71,630.00	\$90,945.00
Total Base Bid	\$657,413.35	\$626,760.50	\$642,866.00	\$762,236.00
Maple Shade (Alt 1)	\$121,540.00	\$111,319.00	\$129,400.00	\$129,650.00
Goose Valley Turn Around (Alt 2)	\$54,977.85	\$88,449.60	\$69,202.00	\$61,462.00
Locust Lane w/ Base Repair (Alt 4)	\$120,188.30	\$151,796.70	\$129,968.00	\$160,527.00
Total Base Bid & Alts 1,2,4	\$954,119.50	\$978,325.80	\$971,436.00	\$1,113,875.00



PLANNING

DEVELOPMENT PLANS

Project Name	Location	Use	Status
1 3801 Walnut St. (2022)	3801 Walnut St.	Comm. - restaurant add.	Tabled
2 3103 Walnut St (2022)	3103 Walnut St	LD - new building	Tabled
3 1235 Martina Dr	1235 Martina Dr	Residential LD - 395 unit	Tabled
4 4015 Reichert Rd	4015 Reichert Rd	Minor SD - 2 lots	Approved
5 Blue Mountain Apartments	North end of Oakhurst Blvd	Prel LD - 270 dus	BOC 6/8
6 Riveroaks Associates	3401 & 3405 N Front St.	Minor SD - lot combo	Approved
7 Tommy's Car Wash - Waiver	3523 Union Deposit Rd	Waiver of Tree require	Approved
8 Covenant Christian Academy	1928 Locust Ln	LD - parking/field	Approved
9 Vickie & Robert Geesaman	3604 Beaucrest St.	Minor SD - 2 lots	Tabled
10 Thomas Holtzman Waiver	1910 Linglestown Rd.	Waiver of Land Developm	BOC 6/8
11			
12			
13			
14			

ZONING HEARING BOARD

Applicant	Location	Request	Date	Status
1 3801 Walnut Enterp	3801 Walnut St.	Appeal /Sign Variance	6/7/2023	ZHB Appeal
2 Lamont Palmer	2011 Clayton Ave.	Appeal/MF in R-2	2/16/2023	Appealed
3 Custer/Zisman	1820 Mountainview Rd	Pool in front yard	3/16/2023	Approved
4 Texas Roadhouse	3529 Union Deposit Rd.	Sign Variance	4/5/2023	Approved
5 Maurice Cobb	3971 Sunnycrest Dr.	Front setback variance	5/3/2022	Approved
6 Steve Shirk	4600 N Progress Ave.	Pool in front yard	5/3/2023	Approved
7 Sola Salon	2533 Brindle Rd	Sign Variance	5/3/2023	Approved
8 Hagy Way Holdings	1400 Hagy Way	Appeal / Variance Fence	6/7/2023	ZHB
9				

TEXT AMENDMENTS

Applicant	Request	Date	Status
1 Township	Zoning Ordinance Rewrite	5/26/2023	Solicitor
2 Township	Subdivision Rewrites	2/15/2023	Review
3			
4			
5			
6			

PERMITS & LICENSES

BUILDING PERMITS

	MAY	YTD
Cell Tower Antennas	0	4
Commercial Improvements	2	12
Commercial New Buildings	8	9
Demolition	0	8
Industrial Housing	0	0
Porch/Patio/Deck	3	14
Residential Addition	0	0
Residential Improvements	4	23
Retaining Wall	1	4
Multi-Family Residential	1	3
Single Family Dwelling	5	14
Signs	1	12
Solar Panels	12	38
Swimming Pool/Hot Tub	2	11
Townhouse	0	0
Electrical	28	117
Plumbing	17	97
Total	84	366

CERTIFICATES OF OCCUPANCY

	MAY	YTD
Commercial Improvement	1	2
Residential Renovation	0	0
Fire Restoration	0	0
New Commercial	1	2
Residential Additions	2	3
Single Family Attached	0	13
Single Family Detached	1	15
Singe Family Semi-Detached	1	1
Tenant Fit-out	0	2
Townhouse	18	55
Total	24	93

VIOLATIONS

	MAY		YTD	
	Open	Corr	Open	Corr
Building	1	0	1	0
Property	61	18	185	88
Zoning	1	0	1	0
Other	3	1	5	1
Total	66	19	192	89

ZONING PERMITS

	MAY	YTD
Accessory (Misc)	3	9
Deck/Patio	2	10
Detached Garage	0	2
Driveway	1	2
Fence	14	34
Shed	1	8
Use	0	3
Total	21	68

MISC

	MAY	YTD
Grading/Fill (no building)	6	19
Shade Tree Permits	14	18
Street Cut Permits	23	46
Solicitation Permits	0	6

BUILDING INSPECTIONS

	MAY	YTD
Residential	161	934
Commercial	86	348
Plumbing	65	402
Total	312	1684

OTHER PERMITS/LICENSES

	MAY	YTD
Plumbers - Master	3	73
Plumbers - Journeyman	5	147
Total	8	220

CITATIONS FILED

	MAY		YTD	
	Open	Heard	Open	Heard
Building	0	0	0	0
Property	7	0	16	1
Zoning	0	1	0	1
Other/Health	0	0	0	0
Total	7	1	16	2

OTHER DCED ACTIVITIES

ON LOT DISPOSAL SYSTEMS (OLDS)

	MAY	YTD
Pumping Reports	2	33
Out of Compliance	148	198
Total # In Compliance/Total	109	255
SEO Inspections	5	6
SEO Permits Issued	0	4

Note:

HEALTH INSPECTOR ACTIVITY

	MAY	YTD
In-Compliance Inspections	14	56
Out-of-Compliance Inspections	0	2
New Facility Inspections	1	1
Complaint Inspections	0	3
Licenses Issued	1	127

Note: Health Report is attached.

STORMWATER

STORMWATER AUTHORITY ACTIVITY

	MAY	YTD
Inspections	8	63
Pre-application Meetings	2	5
Credits	1	9
IA Reviews/General Appeals	0	183
IA Corrections*	0	0
Board Appeals	0	0

Note:

MS4 PROGRAM

MCMs	MAY	YTD
1. Public Education	1	34
2. Participation	0	8
3. IDDE	3	999
4. Construction	3	42
5. PCSM	1	9
6. Housekeeping	1	50
Total	9	1142

Note: See attached Stormwater Report for more information.

STORMWATER ORDINANCE

	MAY	YTD
Plans Reviewed	12	27
Complaints	5	22
Violations	3	17

Note:



Issued Date	Permit #	Parcel ID	Location	Permit Type	Sub Type
5/1/2023	9206	62-075-068	2034 DAYBREAK CIR	Electrical Permit	Res Improvements
5/1/2023	9207	62-048-059	1733 N 24TH ST	Electrical Permit	Res Improvements
5/1/2023	28042	62-075-068	2034 DAYBREAK CIR	Building Permit	Res Improvements
5/1/2023	28043	62-048-059	1733 N 24TH ST	Building Permit	Solar panels
5/2/2023	9906	62-043-042	1008 S PROGRESS AV	Plumbing Permit	SEWER LAT
5/2/2023	GEP2023-16	62-018-148	3510 N 6TH ST	Grading / Excavation	GRADING
5/3/2023	28044	62-021-154	3700 VARTAN WY	Building Permit	Com Improvement
5/3/2023	9907	62-031-084	3219 BROOKFIELD RD	Plumbing Permit	Res Improvements
5/3/2023	230009	62-042-065	3233 LARRY DR	Shade Tree Permit	Tree Removal
5/3/2023	230010	62-057-067	410 S SCENIC RD	Shade Tree Permit	Tree Removal
5/3/2023	230011	62-031-211	3212 TRINITY RD	Shade Tree Permit	Tree Trimming
5/3/2023	230013	62-046-074	624 REDWOOD ST	Shade Tree Permit	Denial
5/3/2023	230014	62-016-163	3719 N 3RD ST	Shade Tree Permit	Tree Removal
5/3/2023	230015	62-031-226	3179 RIDGEWAY RD	Shade Tree Permit	Tree Removal
5/3/2023	230016	62-060-261	2204 CONTINENTAL DR	Shade Tree Permit	Tree Removal
5/3/2023	230006	62-024-072	504 LLOYD RD	Shade Tree Permit	Tree Trimming
5/3/2023	230007	62-031-019	3210 CLOVERFIELD RD	Shade Tree Permit	Tree Removal
5/3/2023	230008	62-017-043	3525 N 3RD ST	Shade Tree Permit	Tree Trimming
5/3/2023	230017	62-046-072	621 SHIELD ST	Shade Tree Permit	Tree Removal
5/3/2023	9208	62-021-154	3700 VARTAN WY	Electrical Permit	Com Improvement
5/3/2023	28045	62-013-201	Union Green Wy - Gravel Mew	Building Permit	Retaining Wall
5/4/2023	27518	62-023-096	535 Enclave Dr. (Building 8)	Certificate of Use an	Townhouse
5/5/2023	GEP2023-19	62-009-174	1209 BLUE RIDGE RD	Grading / Excavation	Fill
5/8/2023	2023-51	62-016-142	3656 N 3RD ST	Zoning Permit	accessory
5/8/2023	2023-27	62-015-150	3825 DURHAM RD	Street Cut Permit	ROAD OPNG
5/8/2023	IA2023-049	62-016-142	3656 N 3RD ST	Stormwater Permit	Reassessment
5/8/2023	IA2023-050	62-021-470	3013 Bianca Wy	Stormwater Permit	Reassessment
5/8/2023	2023-52	62-060-223	4716 CHATHAM WY	Zoning Permit	FENCE
5/9/2023	2023-53	62-015-103	3946 N 6TH ST	Zoning Permit	FENCE
5/9/2023	2023-54	62-036-109	504 WAVERLY RD	Zoning Permit	FENCE
5/10/2023	9212	62-031-003	3218 CLOVERFIELD RD	Electrical Permit	Res Improvements
5/10/2023	9209	62-050-114	3733 CANTERBURY RD	Electrical Permit	Res Improvements
5/10/2023	9211	62-046-050	3419 CANBY ST	Electrical Permit	Res Improvements
5/10/2023	28050	62-021-470	3013 Bianca Wy	Building Permit	PATIO/DECK/SHED
5/10/2023	9210	62-051-080		Electrical Permit	Res Improvements
5/10/2023	28054	62-031-058	3227 BATESFIELD RD	Building Permit	PATIO/DECK/SHED
5/10/2023	28046	62-072-036	171 HIDDENWOOD DR L36	Building Permit	PATIO/DECK/SHED
5/10/2023	9908	62-025-072	3949 CHESTNUT ST	Plumbing Permit	Res Improvements
5/10/2023	IA2023-051	62-031-058	3227 BATESFIELD RD	Stormwater Permit	Reassessment
5/10/2023	2023-56	62-025-137	303 N 39TH ST	Zoning Permit	FENCE
5/10/2023	2023-55	62-034-237	202 WOOD ST	Zoning Permit	FENCE

Issued Date	Permit #	Parcel ID	Location	Permit Type	Sub Type
5/10/2023	28047	62-045-091	1401 PELHAM RD	Building Permit	Res Improvements
5/10/2023	28052	62-031-003	3218 CLOVERFIELD RD	Building Permit	Solar panels
5/10/2023	28048	62-050-114	3733 CANTERBURY RD	Building Permit	Solar panels
5/10/2023	28051	62-046-050	3419 CANBY ST	Building Permit	Solar panels
5/10/2023	28049	62-051-080	3220 WILLOW LN	Building Permit	Solar panels
5/10/2023	28053	62-031-227	3169 RIDGEWAY RD	Building Permit	Sunroom
5/12/2023	2023-30	62-024-092	3516 RIDGEWAY RD	Street Cut Permit	ROAD OPNG
5/12/2023	2023-29	62-025-073	3932 RAUCH ST	Street Cut Permit	ROAD OPNG
5/12/2023	2023-28	62-036-150	3814 SCHOOLHOUSE LN	Street Cut Permit	ROAD OPNG
5/12/2023	2023-58	62-031-074	3226 BROOKFIELD RD	Zoning Permit	FENCE
5/12/2023	2023-57	62-033-236	3200 SUNNYSIDE AV	Zoning Permit	Other
5/16/2023	2023-60	62-015-012	4019 N 6TH ST	Zoning Permit	DECK
5/16/2023	2023-59	62-060-198	2116 HIGHLAND CT	Zoning Permit	FENCE
5/16/2023	2023-31	62-038-094	3512 NOTTINGHAM WY	Street Cut Permit	ROAD OPNG
5/17/2023	GEP2023-20	62-047-060	301 N PROGRESS AV	Grading / Excavation	Excavation
5/17/2023	9909	62-019-289	1746 Bradley Dr	Plumbing Permit	SFDD
5/17/2023	9214	62-019-289	1746 Bradley Dr	Electrical Permit	SFDD
5/17/2023	28059	62-018-103	3523 N 4TH ST	Building Permit	Res Improvements
5/17/2023	9910	62-019-27	1800 Ethan Dr	Plumbing Permit	SFDD
5/17/2023	9215	62-019-27	1800 Ethan Dr	Electrical Permit	SFDD
5/17/2023	9217	62-091-012	2217 NORTH VIEW LN UT10	Electrical Permit	Res Improvements
5/17/2023	28055	62-019-289	1746 Bradley Dr	Building Permit	SFDD
5/17/2023	9216	62-091-028	2221 CHATHAM WY UT28	Electrical Permit	Res Improvements
5/17/2023	28056	62-019-27	1800 Ethan Dr	Building Permit	SFDD
5/17/2023	9911	62-043-070	905 HILLTOP DR	Plumbing Permit	SEWER LAT
5/17/2023	2023-61	62-025-005	3814 ELMERTON AV	Zoning Permit	FENCE
5/17/2023	9218	62-033-082	101 N PROGRESS AV	Electrical Permit	Res Improvements
5/17/2023	28058	62-091-012	2217 NORTH VIEW LN UT10	Building Permit	Solar panels
5/17/2023	28057	62-091-028	2221 CHATHAM WY UT28	Building Permit	Solar panels
5/17/2023	28060	62-033-082	101 N PROGRESS AV	Building Permit	Solar panels
5/18/2023	IA2023-051	62-012-036	4013 FARGREEN RD	Stormwater Permit	Reassessment
5/18/2023	GEP2023-11	62-009-076	1921 LINGLESTOWN RD	Grading / Excavation	GRADING
5/19/2023	28061	62-033-242	251 N PROGRESS AV	Building Permit	Com Improvement
5/19/2023	9912	62-033-242	251 N PROGRESS AV	Plumbing Permit	Com Improvement
5/19/2023	9219	62-033-242	251 N PROGRESS AV	Electrical Permit	Com Improvement
5/22/2023	2023-46	62-033-071	3323 SUNNYSIDE AV	Street Cut Permit	ROAD OPNG
5/22/2023	9914	62-016-130	3710 N 3RD ST	Plumbing Permit	SEWER LAT
5/22/2023	230019	62-041-055	2222 BOAS ST	Shade Tree Permit	Tree Removal
5/22/2023	230020	62-025-108	3904 GREENBRIAR TER	Shade Tree Permit	Tree Removal
5/22/2023	230021	62-046-151	500 MARCEL DR	Shade Tree Permit	Tree Removal
5/22/2023	9913	62-052-010	4504 TERRACE PL	Plumbing Permit	SEWER LAT
5/22/2023	2023-45	62-050-060	3645 CANTERBURY RD	Street Cut Permit	ROAD OPNG
5/22/2023	2023-47	62-032-047	3613 HILLCREST RD	Street Cut Permit	ROAD OPNG
5/22/2023	2023-33	62-017-186	3516 N. 2nd ST.	Street Cut Permit	ROAD OPNG
5/22/2023	2023-64	62-071-032	108 TUPELO ST	Zoning Permit	FENCE
5/22/2023	2023-63	62-071-033	112 TUPELO ST	Zoning Permit	FENCE

Issued Date	Permit #	Parcel ID	Location	Permit Type	Sub Type
5/23/2023	28062	62-006-072	4507 N FRONT ST	Building Permit	Com Improvement
5/23/2023	2023-32	62-032-247	20 N 39TH ST	Street Cut Permit	ROAD OPNG
5/23/2023	2023-41	62-017-002	3596 N 4TH ST	Street Cut Permit	ROAD OPNG
5/23/2023	2023-42	62-018-094	3599 N 4TH ST	Street Cut Permit	ROAD OPNG
5/23/2023	EP2023-22	62-009-003	1200 BLUE RIDGE RD	Grading / Excavati	GRADING
5/23/2023	EP2023-24	62-027-131	1212 N 21ST ST	Grading / Excavati	GRADING
5/23/2023	2023-35	62-017-151	201 EDWIN AVE.	Street Cut Permit	ROAD OPNG
5/23/2023	2023-36	62-017-151	201 EDWIN AVE.	Street Cut Permit	ROAD OPNG
5/23/2023	9220	62-006-072	4507 N FRONT ST	Electrical Permit	Com Improvement
5/23/2023	9915	62-006-072	4507 N FRONT ST	Plumbing Permit	Com Improvement
5/23/2023	2023-65	62-016-128	3718 N 3RD ST	Zoning Permit	PATIO
5/24/2023	28069	62-018-076	3400 N 6TH ST	Building Permit	Com Improvement
5/24/2023	28070	62-013-189	2650 GRAVEL RD 4-C	Building Permit	Com Improvement
5/24/2023	28067	62-013-168	N PROGRESS AV L1	Building Permit	SFDD
5/24/2023	28066	62-013-221	2405 Hawthorne Dr	Building Permit	SFDD
5/24/2023	2023-66	62-021-434	3200 Citation Dr.	Zoning Permit	FENCE
5/24/2023	9922	62-013-189	2650 GRAVEL RD 4-C	Plumbing Permit	New Commercial
5/24/2023	2023-48	62-042-137	401 LATSHMERE DR	Street Cut Permit	ROAD OPNG
5/24/2023	28068	62-023-083	2621 Brindle Dr	Building Permit	Signs
5/24/2023	9227	62-018-076	3400 N 6TH ST	Electrical Permit	Com Improvement
5/24/2023	9920	62-018-076	3400 N 6TH ST	Plumbing Permit	Com Improvement
5/24/2023	9229	62-013-189	2650 GRAVEL RD 4-C	Electrical Permit	Com Improvement
5/24/2023	9919	62-013-168	4600 N PROGRESS AVE	Plumbing Permit	SFDD
5/24/2023	9226	62-013-168	4600 N PROGRESS AVE	Electrical Permit	SFDD
5/24/2023	2023-49	62-044-011	1104 PROSPECT DR	Street Cut Permit	ROAD OPNG
5/24/2023	9222	62-091-027	2225 CHATHAM WY	Electrical Permit	Res Improvements
5/24/2023	9917	62-042-098	612 ALTAVISTA AV	Plumbing Permit	Res Improvements
5/24/2023	9224	62-024-159	504 DAYHILL RD	Electrical Permit	Res Improvements
5/24/2023	9221	62-060-065	2004 ROCK FALL RD	Electrical Permit	Res Improvements
5/24/2023	9916	62-041-161	2209 WALNUT ST	Plumbing Permit	SEWER LAT
5/24/2023	2023-34	62-017-184	201 EDWIN AVE.	Street Cut Permit	ROAD OPNG
5/24/2023	2023-43	62-018-042	3548 N 6TH ST	Street Cut Permit	ROAD OPNG
5/24/2023	2023-40	62-018-044	3544 N 6TH ST	Street Cut Permit	ROAD OPNG
5/24/2023	2023-44	62-018-042	3548 N 6TH ST	Street Cut Permit	ROAD OPNG
5/24/2023	2023-38	62-017-102	3599 GREEN ST	Street Cut Permit	ROAD OPNG
5/24/2023	2023-37	62-017-127	3598 GREEN ST	Street Cut Permit	ROAD OPNG
5/24/2023	2023-39	62-017-072	3532 N 3RD ST	Street Cut Permit	ROAD OPNG
5/24/2023	9225	62-013-221	2405 Hawthorne Dr	Electrical Permit	SFDD
5/24/2023	9918	62-013-221	2405 Hawthorne Dr	Plumbing Permit	SFDD
5/24/2023	9223	62-012-036	4013 FARGREEN RD	Electrical Permit	Res Improvements
5/24/2023	28063	62-091-027	2225 CHATHAM WY	Building Permit	Solar panels
5/24/2023	28065	62-024-159	504 DAYHILL RD	Building Permit	Solar panels
5/24/2023	28064	62-012-036	4013 FARGREEN RD	Building Permit	Swimming Pool
5/25/2023	2023-66	62-025-054	3807 RIDGEWAY RD	Zoning Permit	FENCE
5/25/2023	IA2023-52	62-001-033	1012 RED RD	Stormwater Permi	Reassessment
5/25/2023	IA2023-54	62-055-065	4705 LAUREL DR	Stormwater Permi	Reassessment
5/25/2023	A2023-053	62-009-076	1921 LINGLESTOWN RD	Stormwater Permi	Reassessment

Issued Date	Permit #	Parcel ID	Location	Permit Type	Sub Type
45072	2023-67	62-055-076	1650 MOUNTAIN VIEW RD	Zoning Permit	DRIVEWAY
45072	2023-68	62-037-046	3112 PENBROOK AV	Zoning Permit	FENCE
45072	A2023-054	62-055-076	1650 MOUNTAIN VIEW RD	Stormwater Permi	Reassessment
45076	28072	62-006-072	4507 N FRONT ST	Building Permit	Com Improvement
45076	28073	62-040-055	3908 COREY RD	Building Permit	Com Improvement
45076	2023-70	62-015-214	3913 GREEN ST	Zoning Permit	FENCE
45076	9231	62-050-071	1125 BLACKHEATH DR	Electrical Permit	Res Improvements
45076	9232	62-008-145	4112 N 6TH ST	Electrical Permit	Res Improvements
45076	2023-69	62-034-042	104 FOX ST	Zoning Permit	Res Improvements
45076	2023-71	62-021-038	ELMWOOD DR	Zoning Permit	Signs
45076	9230	62-006-072	4507 N FRONT ST	Electrical Permit	Com Improvement
45076	28074	62-008-145	4112 N 6TH ST	Building Permit	Solar panels
45077	28071	62-021-422	3001 RUSSEL DR	Building Permit	Apartments
45077	28078	62-023-083	2553 BRINDLE RD L2A	Building Permit	Com Improvement
45077	28077	62-031-151	3204 CREST RD	Building Permit	SFDD
45077	28075	62-008-158	4107 GREEN CT	Building Permit	Solar panels
45077	9228	62-021-422	3001 RUSSEL DR	Electrical Permit	apartment bldg
45077	9233	62-008-158	4107 GREEN CT	Electrical Permit	Res Improvements
45077	9923	62-031-151	3204 CREST RD	Plumbing Permit	SFDD
45077	9234	62-031-151	3204 CREST RD	Electrical Permit	SFDD
45077	28076	62-037-109	3210 ELM ST	Building Permit	Swimming Pool



Type	Location	Description	Opened	Closed
Property	3616 CANTERBURY RD	Interior Conditions	9/12/2019	5/5/2023
Property	524 SANDRA AV	shade tree violation	5/5/2020	5/8/2023
Property	2304 ASPEN WY	Overgrown tree limbs/vegetation at	5/8/2020	5/8/2023
Property	524 SANDRA AV	Overgrown veg. and shade tree viol	9/22/2021	5/8/2023
Property	3616 CANTERBURY RD	Overgrown veg. and high grass	6/14/2022	5/5/2023
Property	1111 WHITE HALL DR	Exterior Maintenance	3/15/2023	5/3/2023
Property	1111 WHITE HALL DR	Exterior maintenance not address	3/15/2023	5/3/2023
Property	408 ALDEN ST	Chickens running at6 large	4/11/2023	5/22/2023
Property	3031 WALNUT ST	SANITATION	4/12/2023	5/4/2023
Property	2304 ASPEN WY	Accumulation of trash	4/17/2023	5/8/2023
Property	419 N PROGRESS AV	parking on lawn	4/28/2023	5/4/2023
Property	3516 RIDGEWAY RD	HIGH GRASS	5/3/2023	
Property	157 LUCKNOW RD	Shade Tree Violation	5/3/2023	
Property	3301 SPRING ST	Exterior Maintenance	5/4/2023	
Property	3300 SPRING ST	Exterior Maintenance Issues	5/4/2023	
Earth Dist	1200 BLUE RIDGE RD	Earth Disturbance Without A Permi	5/5/2023	
Property	406 BELVEDERE RD	High Grass	5/5/2023	
Property	1428 REGENCY CIR	Mobil home on driveway	5/5/2023	
Property	3402 RIDGEWAY RD	HIGH GRASS	5/5/2023	
Property	3402 RIDGEWAY RD	EXTERIOR MAINTENANCE	5/5/2023	
Property	3130 WALNUT ST	Accumulation of trash	5/5/2023	
Other	1200 BLUE RIDGE RD	Septic Overflow	5/5/2023	5/9/2023
Property	2401 BROWN ST	SANITATION	5/8/2023	
Property	3824 LOCUST LN	HIGH GRASS	5/8/2023	5/16/2023
Property	2000 LOCUST LN	HIGH GRASS	5/8/2023	
Property	705 SHIELD ST	HIG GRASS AND FENCE ISSUE	5/9/2023	
Property	205 WOOD ST	exterior maintenance high grass	5/10/2023	
Property	4316 N 6TH ST	HIGH GRASS AND SANITATION	5/10/2023	
Property	2120 BOAS ST	SANITATION ISSUES	5/10/2023	
Property	4314 N 6TH ST	high grass, sanitation	5/10/2023	
Property	3210 BATESFIELD RD	HIGH GRASS	5/10/2023	
Property	305 HICKORY HILL RD	Exterior Maintenance, high grass	5/11/2023	5/16/2023
Property	307 HICKORY HILL RD	SANITATION, FEEDING OF STRAY	5/11/2023	5/16/2023
Property	303 N 39TH ST	VEHICLE Inoperable	5/11/2023	5/16/2023
Property	3906 GREENBRIAR TER	VEHICLE ISSUE	5/11/2023	
Property	118 LUCKNOW RD	EXTERIOR MAINTENANCE	5/11/2023	
Property	120 LUCKNOW RD	Exterion Maintenance 1st Notice	5/11/2023	
Property	4316 N 3RD ST	SANITATION/EXTERIOR MAINTEN	5/11/2023	
Property	3214 JONAGOLD DR	High grass and exterior maintenanc	5/12/2023	
Property	ANDREA AV	HIGH GRASS	5/15/2023	
Property	3630 N PROGRESS AV	high grass	5/15/2023	5/16/2023

Type	Location	Description	Opened	Closed
Property	2004 VERONA DR	Roosters harboring in home.	5/16/2023	
Property	3528 ASH ST	INTERIOR SANITATION ISSUES.	5/17/2023	
Property	218 SHELL ST	HIGH GRASS	5/17/2023	
Property	516 MARCEL DR	HIGH GRASS	5/17/2023	
Property	3113 UNION DEPOSIT RD	HIGH GRASS	5/17/2023	
Property	3507 CENTERFIELD RD	HIGH GRASS	5/17/2023	
Property	3500 CLOVERFIELD RD	HIGH GRASS	5/17/2023	
Property	3507 ELMERTON AV	HIGH GRASS	5/18/2023	5/23/2023
Property	208 OAK ST	NO PERMIT	5/18/2023	
Other	4700 PINE RIDGE RD	Illicit Discharge	5/19/2023	
Property	4318 N 3RD ST	motor vehicles parked on lawn	5/19/2023	5/22/2023
Property	3517 RIDGEWAY RD	HIGH GRASS	5/19/2023	
Property	3510 RIDGEWAY RD	HIGH GRASS EXTERIOR MAINTENANCE	5/19/2023	
Property	1707 GLENSIDE DR	VEHICLE PARKED ON LAWN	5/19/2023	
Property	1719 GLENSIDE DR	HIGH GRASS	5/19/2023	
Property	126 LUCKNOW RD	OVERGROWN VEG. MOBILE HOME	5/19/2023	
Property	2819 SHUTTS MILL RD	Occ. Status Report Missing	5/22/2023	
Property	3502 UNION DEPOSIT RD	exterior maintenance	5/22/2023	
Building	3512 UNION DEPOSIT RD	EXTERIOR MAINTENANCE	5/23/2023	
Property	3514 UNION DEPOSIT RD	EXTERIOR MAINTENANCE NEEDED	5/23/2023	
Property	125 LUCKNOW RD	Sanitation	5/23/2023	
Property	127 LUCKNOW RD	SANITATION	5/23/2023	
Property	HILLSIDE CT		5/23/2023	
Property	4708 N GALEN RD	DEAD TREE - SEECLICKFIX	5/23/2023	
Property	3500 UNION DEPOSIT RD	exterior property	5/23/2023	
Property	3508 UNION DEPOSIT RD	EXTERIOR MAINTENANCE	5/23/2023	
Property	3506 UNION DEPOSIT RD	EXTERIOR MAINTENANCE	5/23/2023	
Property	3504 UNION DEPOSIT RD	EXTERIOR MAINTENANCE	5/23/2023	
Property	3589 N 4TH ST	VEG. GROWING ONTO ANOTHER P	5/24/2023	
Property	48 N 34TH ST	dog feces- sanitation	5/24/2023	
Property	304 N 31ST ST	Exterior Maintenance	5/24/2023	
Property	303 N 31ST ST	SANITATION, BOAT	5/25/2023	
Property	3428 KRAMER ST	EXTERIOR MAINTENANCE	5/25/2023	
Property	3518 EUCLID AV	PARKING ON LAWN	5/26/2023	
Zoning	3867 N 6TH ST	Obstruction to vision	5/30/2023	

WEBSITE

STATISTICS

Total Users: 6,757

Sessions: 9,605

New Users: 6,174

Device Usage	
Desktop	2635
Mobile	1977
Tablet	2465

Default Channel	
Organic Search	2,469
Direct	1,801
Social	2,039
Referral	2,517

Behaviors	
Average Session Duration	0:01:50
Bounce Rate	42.2%
Page Views	22,095
Pages/Session	2.3
Number of Sessions/User	1.42

TOP 10 PAGES

#	PAGE	HITS
1	Recreation	1,051
2	Sewer payments	856
3	Employee Email	674
4	Susquehanna Connection	612
5	Ecodes	255

#	PAGE	HITS
6	newsletter	208
7	Civicplus	200
8	PC/ZHB Schedule	176
9	Bike-Ped Plan	150
10	Yard Waste	142

E-CODE (Ordinance)

TOTALS (Last 12 Months)

Total Views: 41,361

Total Unique IPs: 4,066

VIEWES BY MONTH 2023

Jan	3367	Apr	3409	Jul	0	Oct	0
Feb	3463	May	3892	Aug	0	Nov	0
Mar	369	Jun	0	Sep	0	Dec	0

TOP 10 SEARCHES

30 days	
1	fence 51
2	signs 24
3	yard sale 22
4	side yard 19
5	driveway grandfather 14
6	private property 14
7	abandoned vehicle 11
8	chicken 11
9	fence property line 11
10	fence to property line 11

Last 12 Months	
1	fence 200
2	nothing shall be pl 172
3	easement 143
4	pavement setback 143
5	short term rental 143
6	chicken 86
7	crosswalk 86
8	landscape walls 86
9	occupation 86
10	request for propos 86

SOCIAL MEDIA

FACEBOOK

Total Page Followers	1,731
New Page Followers	11
Reactions	45
Shares	13

Photo Views	57
Post Reach	1,707
Post Engagement	172
Link Clicks	3

NEXTDOR

Members	5,956
New Members	34
Housholds	4399
Agency Posts	2

Note:

SUSQUEHANNA CONNECTS

	MAY	YTD
New Reports Created	74	152
Reports Closed	15	36
Days to Closed	1.3	16

TOP 10 ISSUES

#	REPORT	MAY
1	Vegetation	25
2	Other	13
3	Property Maintenance	10
4	Trees	6
5	Pothole	5
6	Animal Issue	4
7	Stormwater	4
8	Vehicle	3
9	Earth Moving	1
10	Parks & Playground	1

#	REPORT	YTD
1	Vegetation	30
2	Other	27
3	Property Maintenance	26
4	Pothole	16
5	Animal Issue	12
6	Trees	9
7	Vehicle Concern	8
8	Illegal Dumping	5
9	Stormwater	5
10	Trash & Recycling	5

Environmental Health Inspection Summary for May, 2023

In-Compliance Routine Food Establishment Inspections- 14

Fourteen retail food facilities passed their inspections in the month of May. The following food establishments were found to be “in-compliance” with Susquehanna Township Ordinances and the PA Food Code: Best of Asia, C & J Catering (PA Dept of Agriculture), Dairy Queen, First Alliance Church, Fresh Mart, Mountain Laurel Catering & Events (kitchen), Mountain Laurel Mobile Food Trucks #1, Mountain Laurel Mobile Food Trucks #2 & 3 (3 trucks serving food at weddings and special events outside the Twp), Nittany Scoops, Quality Food Mart, Rescue Fire Company, The Potato Coop, Turkey Hill Mini Market and Wendy’s Restaurant (Garrison Avenue).

Out of Compliance Inspections- 0

Consumer Complaint Inspection/Investigation- 0

New Opening Inspections-1

The Potato Coop- brand new facility offering smothered French fries and burgers, owner also has a food truck that will offer food to areas outside the township such as carnivals & special events.

Total food establishment & complaint investigations for the month of May = 14

The following facilities also have video entertainment- Fresh Mart (9 video machines), Best of Asia (5 video machines), Quality Food Mart (7 video machines)

Submitted by Anthony (Tony) Russo, Health Officer, June 2, 2023



May 25th, 2023

To: Susquehanna Township Authority
 From: Kathleen Geigley
 RE: Stormwater Report for May 2023

This past month, Stormwater Tech Geigley has completed construction inspections, responded to stormwater complaints and violations, and reviewed stormwater and grading permits.

Stormwater Tech Geigley completed erosion and sediment control measure inspections on the Pines Apartments pool stormwater trench site and the PEMA driveway extension site. Both sites had erosion and sediment controls installed but needed amendments to ensure peak sediment capture and control.

The Township received and responded to 8 total complaints and violations this month. Three of these events were located on Blue Ridge Rd, where fill dirt from the new residential home site on 1212 Blue Ridge Rd was being used for grading nearby neighbors' land. All lots that received fill dirt from the site applied for and received grading permits for the earth disturbed. Stormwater Tech Geigley also responded to a leaking septic overflow pipe at 1209 Blue Ridge Road that was dumping raw sewage into a ravine. The sewage pipe was plugged, and the surrounding earth was remediated.

Stormwater Tech Geigley reviewed 9 grading permits and 3 stormwater management permits in the past month. Most submitted permits have been for grading and excavating in preparation for patios and pools.

	Inspections	Pre-App Mtgs		Credits	Appeals/ Reassessment	Permits Reviewed	Complaints	Violations	Minimum Control Measures	PEOP	PIPP	IDDE	Construction	PCSM	Housekeeping	
January	5						1	1		6		550	1			1
February	11	1		2	32	1		1		20	1	415	4			1
March	9					5	2	1		3			1			
April	4				1	9	1	1		2	1					1
May	8	2		1		12	5	3		1		3	3	1		1
YTD	39	3		3	0	26	8	8		32		556	9	1		4

Respectfully,
 Kathleen Geigley, Stormwater Technician

SUSQUEHANNA TOWNSHIP
PUBLIC WORKS

NINETEEN HUNDRED FIFTY FIVE ELMERTON AVENUE,
HARRISBURG, PENNSYLVANIA 17109 PHONE (717) 233-7143



MAY GENERAL WORK REPORT

05/31/2023

1. SIGN WORK ---- INSTALLED NEW SIGNS AND REPAIRED THE DAMAGED SIGNS.
2. CLEAN INLETS / PICK UP BRUSH.
3. SWEEP ROAD MILLINGS.
4. REPLACED STORM PIPE.
 - 40' MOUNTAIN VIEW RD. (322)
 - 6' BROOK VALE CT.
 - 30' APOLLO AVE.
 - 30' TERRACE PL.
5. REGRADE 2 INLETS ON APPLETREE RD..
6. ROASIDE MOWING.
7. MILL, PATCH, SEAL ROADS / POTHOLES.
8. FRESHEN UP PAINT CURBS @ 200 BLK OF SHELL ST..
9. TRIM & CUT BACK TREES ON STATEFARM RD..
10. ASSISTED CHEMUNG REPLACE GUIDERAIL @ THE CORNER OF LOCUST LN. & EDGEMONT RD. .

11. ASSISTED EHRLICH SPRAY GUIDERAILS.
12. REPAIRED INLETS.
13. ASSISTED PARKS & REC. ON GREENBELT BRIDGE REPAIR.
14. REMOVED PLAYGROUND EQUIPMENT @ PLUM PARK.
15. INSPECTED & CLEANED WET WELLS & ADDED BIO BUGS & FLOAT DEGREASER.
16. WALKED RIGHT OF WAYS TO INSPECT MANHOLES & OVERFLOW BOXES.
17. RESTORED ASYLUM RUN RIGHT OF WAY.
18. JOHN HASTE & AARON WOLENSKY STARTED DEEP TRAINING.
19. CHECK PUMPS & GEN-SETS.
20. RESPONDED TO 220 PA ONE CALLS.
21. TELEVISED 4,349FT SEWER. 174FT STORM.
22. FLUSHED & ROOT CUT 26,356FT OF SEWER LINES.
23. INVESTIGATED 3 SEWER COMPLAINTS 1 BLOCKAGE.

Street Sweeping Schedule Begins Week of June 5, 2023

Street Sweeping Schedule Summer 2023

Beginning June 5th: The Odd-numbered address side of the street will be swept on the day following trash collection.

On the following week, beginning June 12, 2023 the even-numbered side will be swept. The even and odd sides pattern will continue throughout the summer.

The sweeping season will end on September 8, 2023.

The odd and even schedule is based on Monday's date. If it is an odd number day, we will be sweeping the odd side of the street all week. If it is an even number day, of the week we will be sweeping the even side of the street all week.

**SUSQUEHANNA TOWNSHIP HIGHWAY DEPARTMENT
MONTHLY REPORT**

MAY	
JOB DESCRIPTION	HOURS
Mechanic	296
Crew Leader	112
Operator	128
Tradesman	80
Lt Equipment Operator	200
Sign Maint. Technician	144
Truck Driver	344
Laborer	376
Foreman	152
Mechanic 1	624
Mechanic 2	0
TOTAL PEOPLE HOURS	2456
JOBS PERFORMED	HOURS
Mechanic Maintenance	296
Equipment Maintenance	0
Garage Maintenance	0
Inlet Cleaning	64
Inlet Repair	32
New Inlets	0
Pipe Jobs	144
Training	0
Roadside Mowing	96
Saw Cut Roads	32
Trimming Trees	56
Park Maintenance	48
Paving	0
Blacktop Milling	152
Hauling Stones/Waste	0
Seal Patches	40
Street Sweeping	32
Patching Pot Holes	240
Sign Work	256
General Work	280
Grind Woody Waste	16
Check Pumps	328
Flush	64
TV	72
Pa1 Calls	208
Clean Wet Wells	0
TOTAL JOB HOURS	2456
Submitted By: Travis Mease	
DATE SUBMITTED	
June 2, 2023	

Memorandum

To: Nathan Bragunier, Director of Public Works, Susquehanna Township

From: Patrick Wright, LTAP

Date: May 15, 2023

Subject: Wood Street Traffic Calming, Susquehanna Township, Dauphin County

Safety Concern and Background Data

In response to a technical assistance request from Susquehanna Township, LTAP discussed traffic issues with the Township to examine traffic calming concepts for Wood Street. The Township has received complaints about speed of traffic.

Observations for Wood Street

Figure 1 shows the PennDOT Type 5 Map image of the study area for Wood Street. We reviewed data provided by the Township, including traffic and crash data.

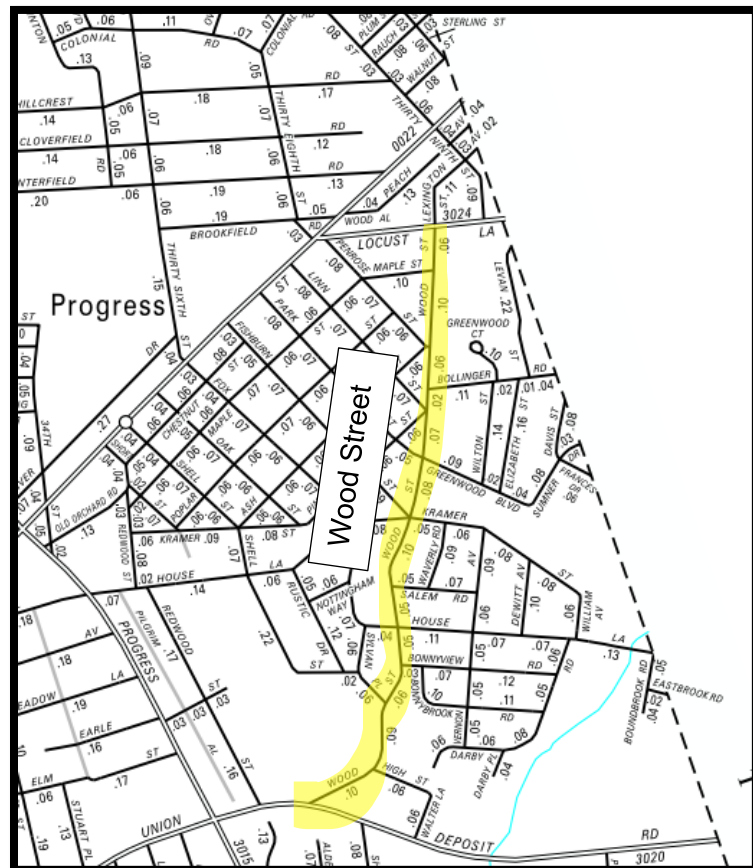


Figure 1: Type 5 Map of Wood Street

Wood Street is a paved two-lane, two-way, Township-owned roadway. It runs north-south from Union Deposit Road (SR 3020) to Locust Lane. Wood Street has a center line double yellow pavement marking, curbs, and some sections with sidewalks (see Figure 2). It is posted at 25 MPH and is 30 feet wide curb to curb. On-street parking was not observed; we did observe a few pedestrians, but no cyclists.



Figure 2: Wood Street

The land use is residential, with Susquehanna Township Middle School at the southern end by Union Deposit Road. The study section is 0.84 miles long per the PennDOT Type 5 Map.

Wood Street provides access to the neighborhood streets in the area and provides a north-south connection between Union Deposit Road and Locust Lane. It is also an emergency access route according to the Township.

Traffic Data for Wood Street

Per the PennDOT Traffic Information Repository (TIRe), Wood Street carries about 3,094 vehicles per day (vpd) according to count data from 07/2019. It is classified as a collector roadway. Historical traffic data from TIRe is shown in the table below:

From April 20-26, 2023, Susquehanna Township conducted speed and traffic count studies at two locations on Wood Street: one location at Sylvan Place and one location at Greenwood Boulevard (see Figure 3). The results are:

Sylvan Place:

- 85% percentile speed = 27.4 MPH
- 50% percentile speed = 24.1 MPH
- Pace = 19-29 MPH
- Average daily traffic = 2,521 vpd

Greenwood Boulevard:

- 85% percentile speed = 30.4 MPH
- 50% percentile speed = 21.8 MPH
- Pace = 20-30 MPH
- Average daily traffic = 2,165 vpd

Date	Volume
July 18, 2019	3,094
Aug 21, 2014	2,621
Nov 04, 2009	3,261
Sep 25, 2008	3,014
May 06, 2003	5,350
Aug 19, 1998	5,259

In a December 18, 2020 traffic calming study from HRG to the Township, the data showed that the 85th percentile speed was 34.2 MPH (the location and date of data collection was not provided). The current data shows a speed reduction from 34.2 MPH in 2020 to 28.9 MPH (average of both 2023 count locations), which is a reduction of 5.3 MPH.

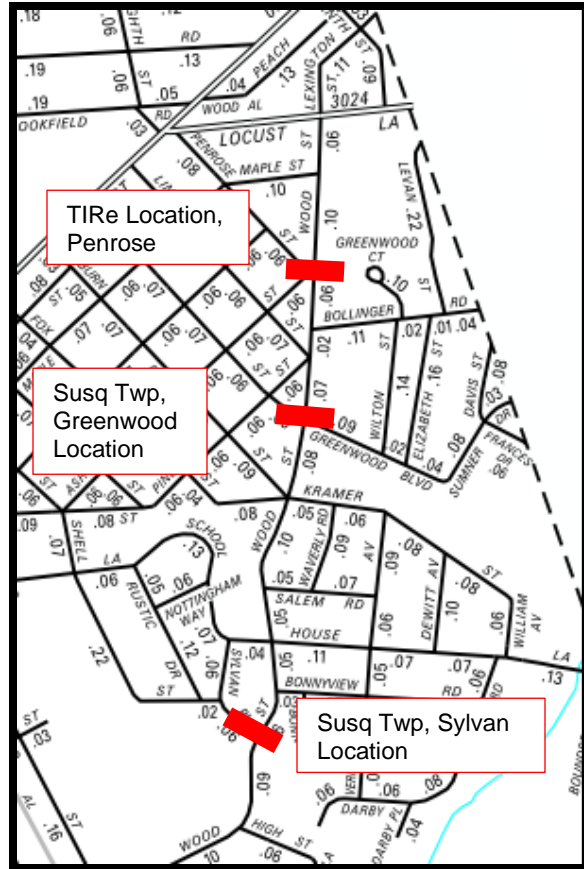


Figure 3: Traffic data collection locations

Crash Data for Wood Street

LTAP reviewed the Pennsylvania Crash Information Tool (PCIT) reported crash data for the most recent five years (January 2018 – December 2022) for Wood Street. There were seven reported crashes, which included 4 angle crashes and 3 hit fixed object crashes on Wood Street (see Figure 4).

The most common cited driver actions were running the stop sign (3), speeding (2), and too fast for conditions (2).

The December 18, 2020, HRG study mentioned a total of 42 crashes. This may have included non-reportable crashes and crashes at the intersections with Locust Lane/Union Deposit Road.

Based on the current traffic and crash data, LTAP assessed Wood Street using PennDOT’s Highway Safety Manual Tool A. A summary of the assessment is shown in the graphic below.

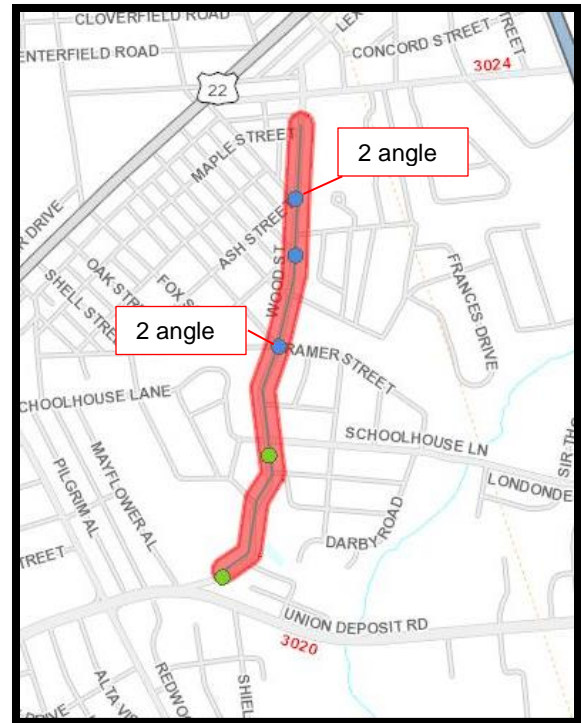
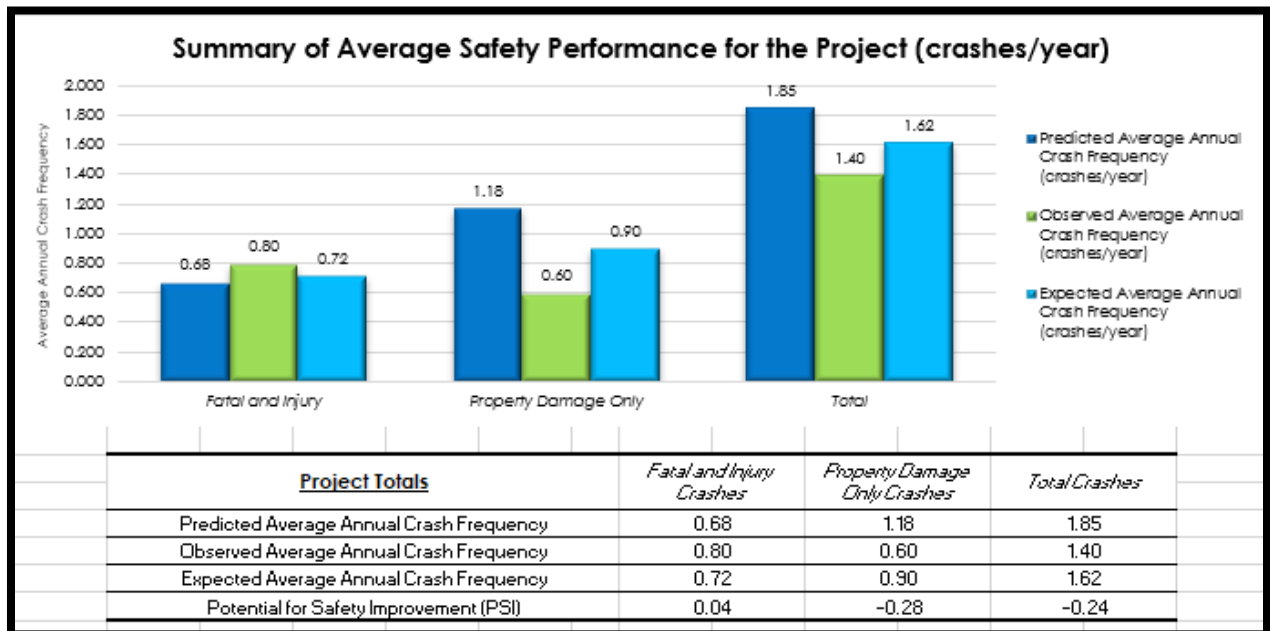


Figure 4: PCIT crash map for Wood Street

The assessment shows that Wood Street averages 1.4 crashes per year (green bar), and that the predicted crash rate for this roadway is 1.85 crashes per year (dark blue bar). The predicted crash rate is based on crash rates developed for similar intersections within PennDOT District 8-0. The crash rate for Wood Street is less than similar roadways.



Existing Traffic Calming Devices

The Township installed 4 traffic calming features on Wood Street per the HRG study. One is located south of Sylvan Place, one north of Kramer Street, one north of Bollinger Road, and one south of Maple Street (see Figure 5). The devices were installed at the distances shown on Figure 5. These distances exceed the maximum recommended spacing per PennDOT Publication 383, *Pennsylvania's Traffic Calming Handbook*. They also exceed the guidance in the Institute of Transportation Engineers (ITE) *Guide to Vertical Deflection Speed Reduction Techniques*.

The traffic calming devices installed are speed cushions, but not consistent with PennDOT and national standards. The HRG study recommended the use of the speed cushions over traditional speed humps since Wood Street is an Emergency Access Route. Speed cushions may lessen the response time delay when compared to speed humps per Publication 383, by allowing emergency vehicles to straddle the cushions (see Figure 6).



Figure 6: Fire Engine straddling middle speed cushion



Figure 5: Speed cushion locations

The speed cushions deployed on Wood Street typically consist of an 9-foot-wide hump, a 2-foot-wide gap, a 4-foot-wide hump, a 2-foot-wide gap, and an 11-foot-wide hump. Each hump has a tapered edge of about 1 foot (see Figure 7).



Figure 7: Width dimensions of speed cushion near Penrose

Per PennDOT Publication 383 and the ITE guide, the speed cushions should be 6 feet wide. The 6-foot width allows the passage of wider emergency vehicles with little disruption but will affect narrower vehicles.

The current 4-foot-wide cushion in the center of Wood Street permits vehicles to move to the center of the roadway and straddle the middle cushion, without slowing down (see Figure 8).



Figure 8: Example of vehicle straddling middle cushion

PennDOT Publication 383 and the *Manual on Uniform Traffic Control Devices* (MUTCD) specify the signing and pavement marking requirements for the speed cushions. The signs and pavement markings on Wood Street are consistent with the requirements, except the width of the pavement markings is less than the 12 inches required (see Figure 9).



Figure 9: Signs and pavement markings

Discussion on Speeding and Speed Limits

The topic of speed on neighborhood streets is a highly discussed issue in Pennsylvania and other states. Residents on a neighborhood street want a low traffic volume, low speed roadway that reduces the negative impacts of vehicular traffic. These negative impacts of vehicles include safety (especially for pedestrians and bicyclists), noise, pollution, and others.

Conversely, residents also want a convenient and efficient transportation network to travel to work, shopping, school, and many other destinations.

Balancing these needs on a neighborhood street can be complex. This is also complicated by the design of the roadway itself. What is too fast is often a perception of a pedestrian or a resident and can vary depending on their situation. When walking along or crossing the street to access a mailbox, a person will perceive most vehicles as a potential safety threat and are thus judged to be traveling too fast.

This perspective changes for a person when they are driving a vehicle. When the road is wide and straight and there are no perceived hazards, traveling at 35 MPH or more may feel safe and appropriate regardless of what the speed limit signs say.

Nevertheless, we do know that speed does affect safety in many ways. For pedestrians, the faster a vehicle is traveling, the higher the chance of injury and death. Figure 10 shows that at 30 MPH, there is a 50% chance of death. Thirty (30) MPH is the 85th percentile speed for Wood Street. As the speed of a vehicle slows, the chance of a pedestrian death lowers—at 20 MPH, the chance is 18%. Even small reductions in speed can have a major impact on safety.

Figure 10 also shows that slower speeds increase the ability of a driver to see a pedestrian on the side of the road (cone of vision). As speeds increase, the cone of vision narrows, and drivers may not even notice pedestrians standing or walking alongside of the roadway at 40 MPH requiring more stopping sight distance (see Figure 11).

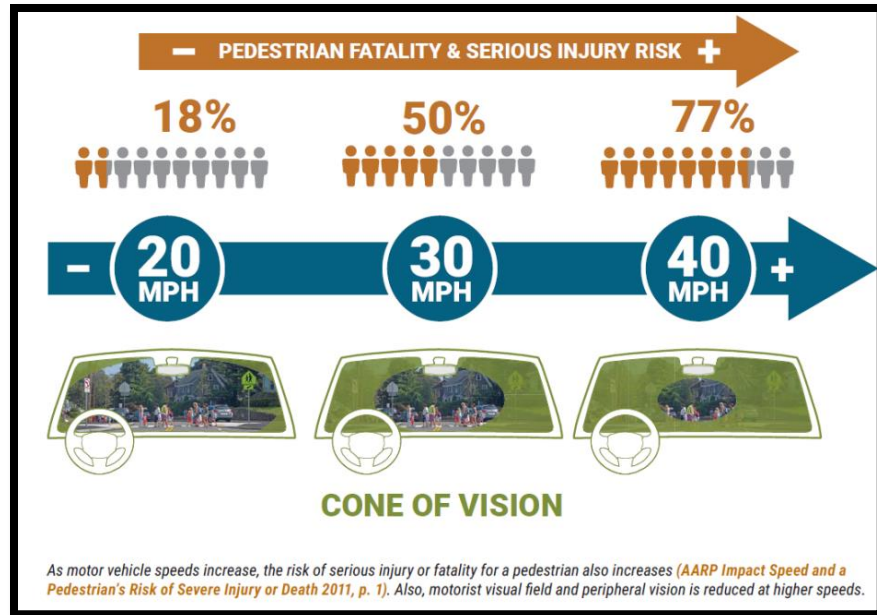


Figure 10: Relationship between speed and the percent change of a pedestrian death

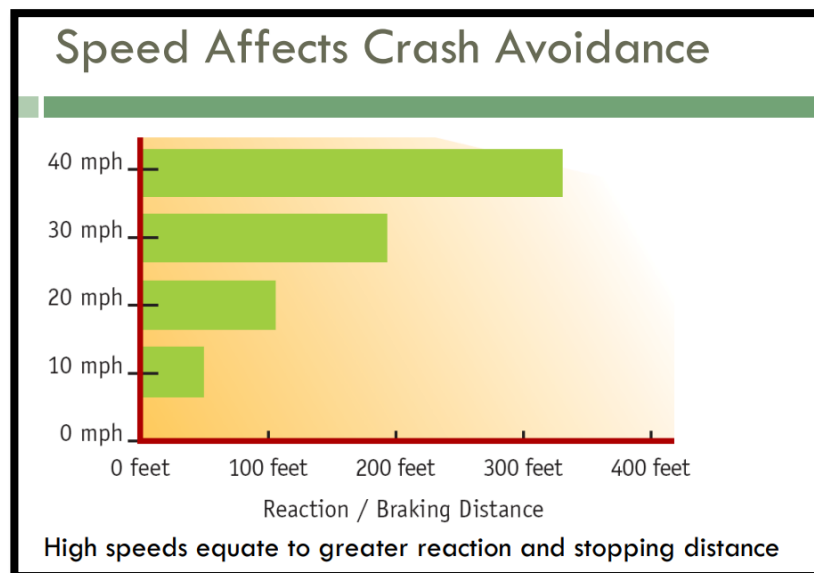


Figure 11: Relationship between speed and stopping distance

Figure 10 and Figure 11 graphics source: <https://idot.illinois.gov/Assets/uploads/files/About-IDOT/Misc/Peer-Exchange-Seminar/06%20-%20Module%202%20-%20FHWA%20Perspective%20%28Peter%20Eun%29.pdf>

The design of the roadway is the single most important factor affecting speed. Studies show that people will drive at speeds they feel comfortable at, given the design features of the roadway such as lane widths, roadway geometry, roadway alignment, presence of parking/curbs/trees/buildings, and other features regardless of the speed limit signs.

Roadways that are visually constrained and narrow have lower speeds. These constraints can include narrow lane widths, curbing, parked vehicles, trees, and buildings closer to the edge of the road (see Figure 12). While parking is permitted on Wood Street, it is rarely utilized, which does not provide any traffic calming effect.



Figure 12: Example of a narrow street with visual cues that constrain speeds

Roads that are wider leaving the driver's perspective more open will have higher speeds. This is also true for roadways that are straight and afford a driver a long view ahead (see Figure 13).



Figure 13: Wide streets with no curbs or parked vehicles will have higher speeds

Studies also show that altering the speed limit will have little effect on the speed of most vehicles. Studies show that the main positive result of lowering the speed limit is a reduction in the number of the faster groups of vehicles, which will have a positive effect on safety.

- Portland Oregon Study: <https://www.portland.gov/transportation/vision-zero/news/2020/12/1/analysis-indicates-20-mph-speed-limit-reduced-driving>
- Boston, Massachusetts Study: <https://www.iihs.org/topics/bibliography/ref/2168>

Both studies, as well as others, show the 85th percentile speeds remain consistent when comparing speeds before and after the speed limit reduction. Both studies also do show the positive result of reducing excessive speeders.

Thus, to impact the speed of vehicles, more than altering the speed limit is required—the design of the roadway itself must be altered, as well as consistent enforcement, education, and other measures.

Street Classification of Wood Street

Wood Street currently operates as a neighborhood collector distributing traffic to the neighborhood streets in the area. Further, it provides a north-south connection between Union Deposit Road and Locust Lane. As such, Wood Street is expected to carry more traffic than a typical residential street.

Whether the volumes on Wood Street are consistent with the expectations of the Township, and the residents, is a key discussion point. Wood Street is not a typical low volume residential street; it is designed and linked as a connector street. Whether the current operation is acceptable will drive future actions of the Township.

Traffic Calming Policy and Devices

Township staff indicated that there is no traffic calming policy for the Township. While this memo will provide some discussion of traffic calming, the Township should develop and adopt a formal traffic calming policy to support their traffic calming effort.

PennDOT Publication 383, *Pennsylvania's Traffic Calming Handbook*, outlines the process to develop a traffic calming policy. Publication 383 also discusses the steps for a typical traffic calming plan development and implementation. These processes are important to follow to avoid issues that often occur during traffic calming implementation, such as:

- Why is the Township spending resources on XXX Street and not mine?
- What devices are acceptable to deploy on Township roads, given the needs of all road users as well as emergency responders?
- What level of speeding/volume is an issue that should be addressed with traffic calming?
- What threshold of community acceptance is required to apply traffic calming on a street?
- Where will the devices be placed (not in front of my house!)?
- How many and what devices are needed?
- What are the standards for the traffic calming devices?
- What are the other traffic control devices required?
- What are the side effects of the different traffic calming devices?
- How will outreach and coordination be accomplished with residents?

A traffic calming policy can help the Township provide answers to the community and avoid future problems. There are many communities throughout Pennsylvania with example traffic calming policies, as well as information in Publication 383 on how to develop a policy.

Publication 383 suggests thresholds for the application of traffic calming. For speed, Publication 383 suggests that the 85th percentile speed should be 10 MPH over the posted speed limit. For traffic volume, Publication 383 suggests that volumes should be over 1,000 vehicles per day.

Wood Street meets the volume threshold but does not meet the speed threshold.

These are suggested thresholds and may differ from actual thresholds the Township establishes in its traffic calming policy. Recent research shows that many communities in the USA use an 85th percentile speed of 5-7 MPH over the posted speed limit as a threshold, compared to the 10 MPH suggested in Publication 383.

Publication 383 Speed Humps/Cushions

Speed humps/cushions (see Figure 14) are one of the more common traffic calming devices used in PA and in the USA. Speed cushions are an improved form of speed humps and have the same effect as speed humps. The design is intended to lessen the impact on emergency response vehicles as well as bicycles and other vehicles (such as farm equipment), while still slowing other traffic. Speed cushions are used in several communities in PA (Philadelphia uses them for their traffic calming program [<https://www.phila.gov/services/streets-sidewalks-alleys/request-a-traffic-calming-and-safety-study/>]). Deploying a series of speed humps/cushions along a street can reduce speeds 4-5 MPH, per PennDOT Pub 383.

Advantages/Disadvantages of Traffic Calming Concepts

PennDOT Publication 383 identifies the advantages and disadvantages of each of the traffic calming devices. While each device may slow traffic, there will be other side effects such as displacement of traffic to other streets, impacts on emergency vehicles/other larger vehicles, maintenance impacts, and others.

Since the speed cushions have been deployed on Wood Street, the Township should be aware of these negative impacts.



Figure 14: Example speed cushion, Philadelphia

Assessment of Existing Traffic Calming on Wood Street

While there is not a lot of data available, the data does suggest that the speed cushions have had some effect on traffic speed and volumes on Wood Street. The data shows a speed reduction from 34.2 MPH in 2020 to 28.9 MPH (average of both 2023 count locations), which is a reduction of 5.3 MPH. The traffic volume from the April 2023 counts is an average of 2,343 vpd, which is less than the 3,094 vpd from TIRe in July 2019.

These volume and speed reductions are consistent with the expected benefits of speed cushions (see Figure 15). The figure shows a typical speed reduction of 6 MPH and a volume reduction of about 250 vehicles (about 10%).

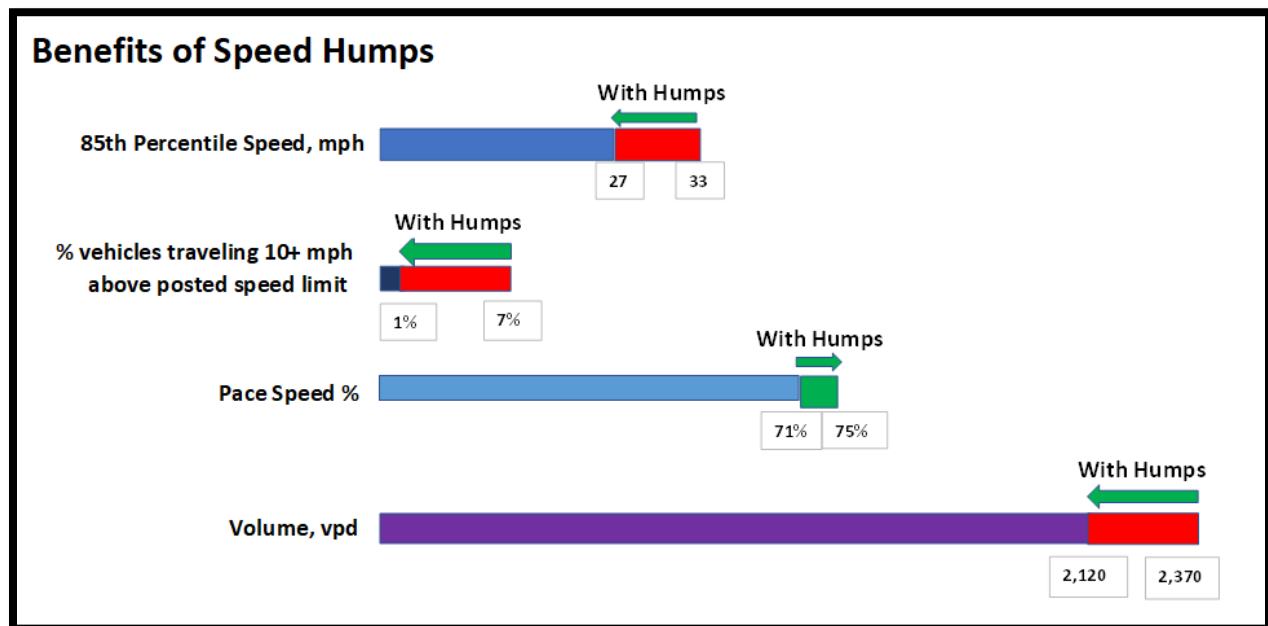


Figure 15: Benefits of speed humps/cushions (Source: ITE Guide)

A major concern is the application of any traffic calming that delays emergency response vehicles since Wood Street is a designated Emergency Response Access Route by the Township. **The ITE guide states that for these routes, speed humps should not be installed, and other techniques considered.** Since the devices have been deployed for several years, the Township should have some experiences with the impact of the devices on response times. This should be a key part of the evaluation on whether the Township removes the devices.

If the Township wants to keep the traffic calming, however, there are four issues that should be addressed, including:

- The design/layout of the speed cushions
- The spacing of the speed cushions
- The pavement markings
- Other speed management options to consider.

While this assessment presents a discussion of these issues, if the Township wants to move forward, they should work with a qualified traffic engineer with traffic calming experience to design the traffic calming devices. Furthermore, the Township should address emergency response vehicle access. Lastly, the Township should prepare and adopt a traffic calming policy before implementing devices.

Speed Cushion Design and Layout

The speed cushions should be redeployed in a design consistent with PennDOT Publication 383 and the ITE *Guide to Vertical Deflection Speed Reduction Techniques*. The ITE guide was published in December 2022, and contains the latest design guidelines. PennDOT is also updating Publication 383; however, that is not available yet but expected soon.

A key design feature is to deploy a 6-foot-wide cushion in the travel lane in each direction. The 6-foot-wide cushion will allow the emergency vehicles to traverse the cushion with less delay. Further, the center cushion must be a minimum of 6 feet, centered on the center line. The center cushion width can be widened up to 10 feet to account for the width of Wood Street. This will reduce the potential for vehicles to drive down the center of Wood Street.

Given the 30-foot width of Wood Street, the arrangement could be:

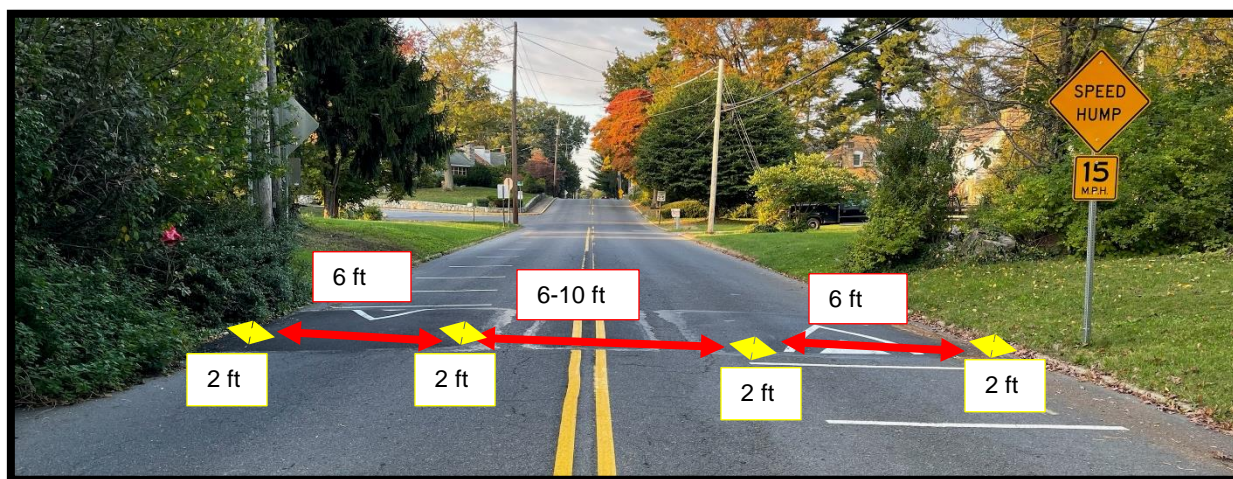


Figure 16: Schematic for speed cushion layout

In addition to adjusting the layout, the speed cushions should adhere to the shape, height, and taper design guidelines. A detail showing the City of Philadelphia Streets Department speed cushion detail is in the Appendix.

Speed Cushion Spacing

PennDOT Publication 383 suggests a spacing of 275 feet for a desired 85th percentile speed of 25 MPH. The ITE guide recommends a range of 250-500 feet. The Township engineer should review the existing placement of the devices, the guidelines for placement (including areas to avoid, such as driveways, intersections, horizontal/vertical alignment thresholds), and determine if the Township can deploy additional devices.

Additional devices will impact the speeds throughout the corridor and produce a more consistent speed profile of vehicles traveling on Wood Street. More consistent speeds, and more vehicles in the pace speed is a proven safety benefit (Source: ITE guide).

Signs and Pavement Markings

The signs and pavement markings must follow the requirements in PennDOT Publication 383 and the MUTCD. While the existing pattern of markings looks like the requirements, the width of the lines is not compliant.

Split Speed Humps

The City of Portland created a split speed hump concept (<https://www.portland.gov/transportation/engineering/documents/p-442r/download>) for their emergency service routes. The split speed hump diagram is shown in Figure 17.

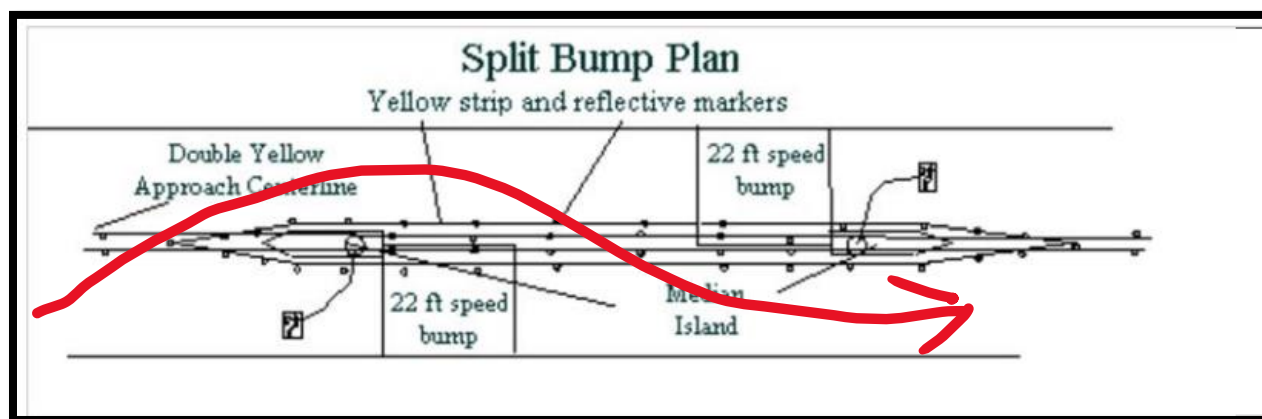


Figure 17: City of Portland Split Speed Hump

The design uses a median to keep traffic in their lane; but the median is split to allow emergency vehicles to travel around the speed humps (see red path in Figure 17). Whether or not these are appropriate for Wood Street should be studied by the Township engineer.

Hardened Centerline

The Township could consider adding yellow flexible delineator posts to the centerline approaching each hump. The intent of these devices would be to keep vehicles in their lane and traversing the speed cushion. However, this would also impact the emergency vehicles since the humps in the travel lane are wider than 6 feet.

Other Speed Management Options

The Township can consider combining the speed cushions with other traffic calming devices, such as traffic circles at intersections, chicanes, and chokers. This will depend on what devices the Township is willing to consider, the traffic calming policy, and the study by the engineer.

Traditional speed management methods include using signs, pavement markings, and other devices to supplement (or in lieu of) physical traffic calming features. The Township can consider the following:

- Installing of additional speed limit signs
- Enhancing the conspicuity of the speed limit signs
 - Adding reflective white channel post strips to the sign installation
 - Adding conspicuity plaques (W16-102P) or flags to the sign assembly.
- Using targeted enforcement
- Periodically deploying speed trailers
- Conducting speed management education/outreach with the community
- Restriping the roadway to create a parking lane/shoulders/pedestrian/bicycle lanes.

The parking lane/shoulder will narrow the visual width of the roadway, as well as provide a marked space for pedestrians and cyclists (see Figure 18). Shoulders/pedestrian/bike lanes are an FHWA proven safety countermeasure. Information on shoulders/pedestrian/bike lanes are in PennDOT Publication 13, *Design Manual Part 2-Contextual Roadway Design* (<https://www.dot.state.pa.us/public/pubsforms/Publications/PUB%2013/April%202021.pdf>) as well as the FHWA *Small Town and Rural Multimodal Networks* guide (https://www.fhwa.dot.gov/environment/bicycle_pedestrian/publications/small_towns/page05.cfm)

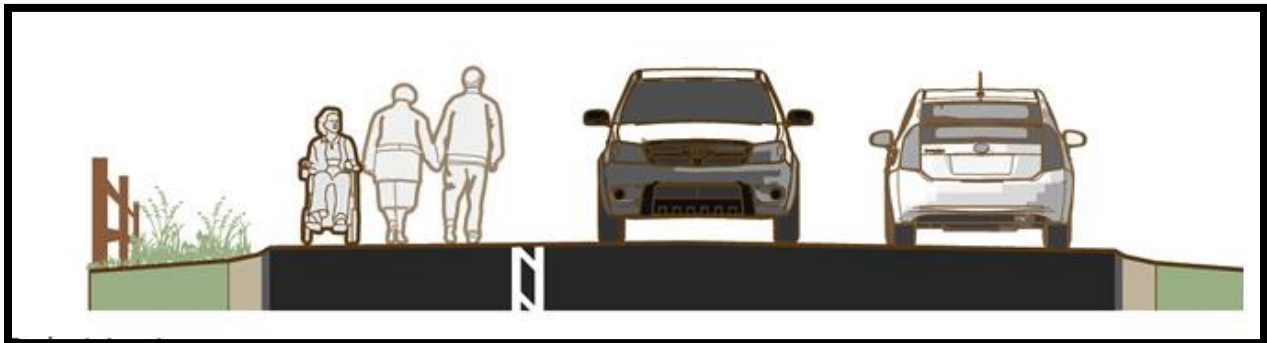


Figure 18: Pedestrian lane concept (FHWA *Small Town and Rural Multimodal Networks* guide)

Temporary Treatments/Applications

The Township can also consider temporary applications of traffic calming, including the options above. Many communities in PA and the US are using a combination of pavement markings, flexible delineator posts, temporary traffic calming devices, and temporary curbing to install traffic calming features. The temporary features lower the initial costs and allow all involved to test the advantages and disadvantages of the traffic calming devices (see Figure 19, Figure 20, and Figure 21). Publication 383, Chapter 4 provides guidance for temporary installation.



Figure 19: Temporary speed cushions, Philadelphia

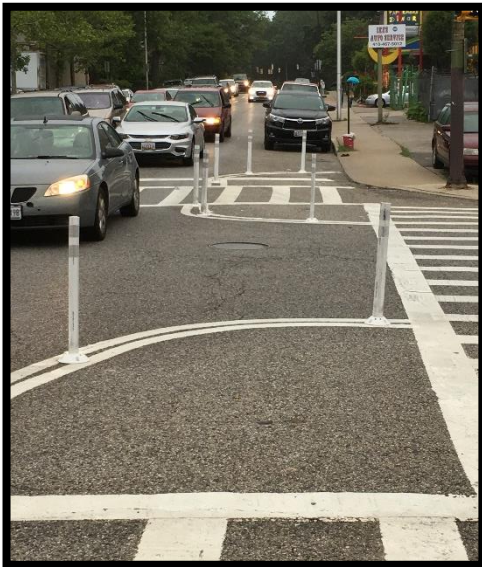


Figure 20: Temporary curb extensions, Baltimore



Figure 21: Temporary traffic circle, Lancaster

Summary and Next Steps

Traffic calming is a proven technique to reduce the speed of traffic, as shown in Publication 383 and the national references. However, traffic calming devices do have side effects. Furthermore, the residents' reaction to the devices can vary from approval to anger at their installation.

Based on a review of available data, discussions with Susquehanna Township staff, and traffic calming resources, the Township can consider

- Developing and adopting a traffic calming policy
- Conducting community outreach per Publication 383
- Working with a qualified engineer to redeploy or remove the speed cushions
- Deploying other traffic calming techniques and traditional speed management methods.

Outreach, community acceptance, traffic studies, and design of the concepts in an open forum is vital to the success of traffic calming.

References

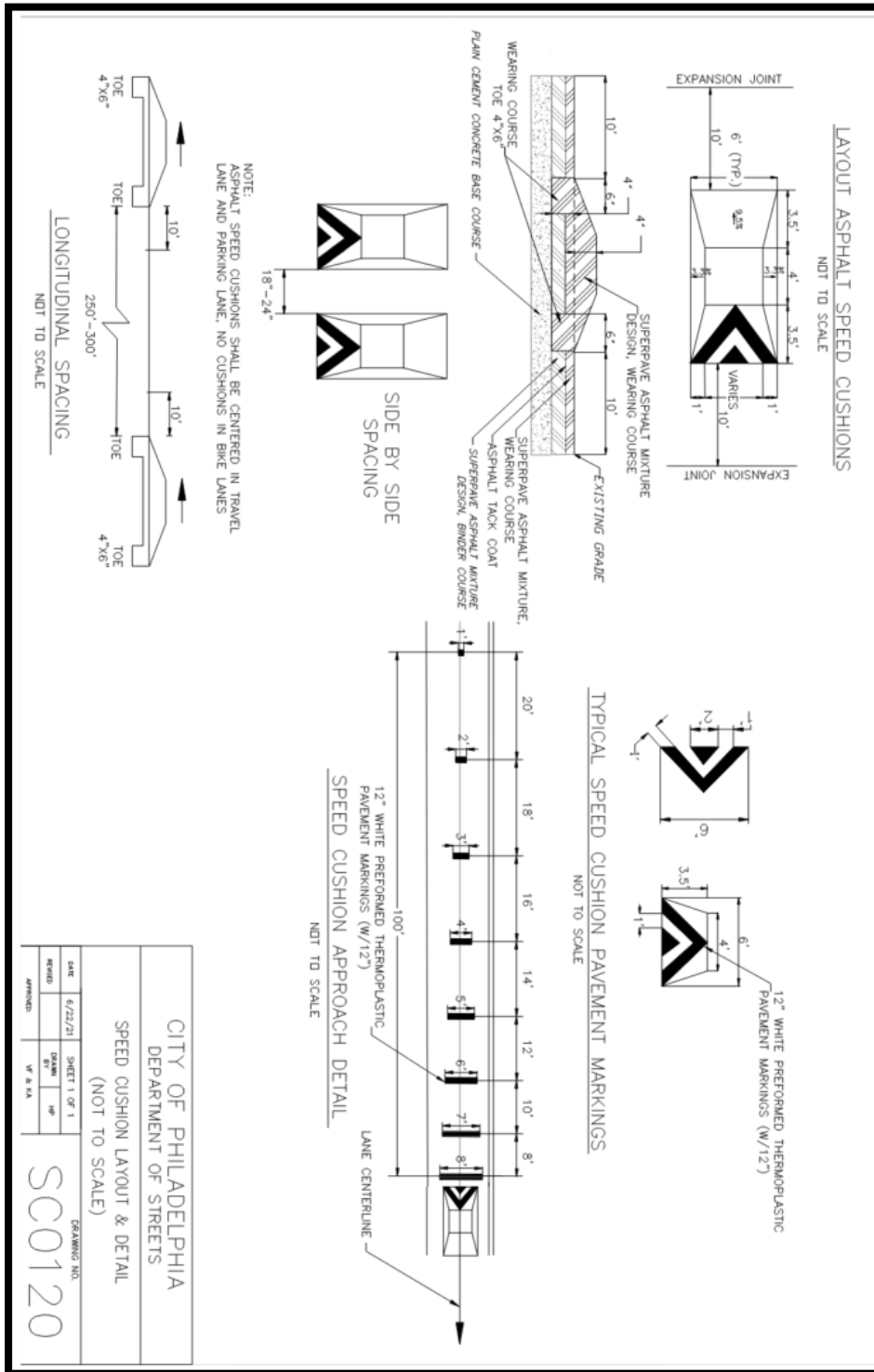
Field observations, discussions with municipal personnel, application of state/federal traffic control device guidelines, highway safety research, and traffic engineering experience are largely responsible for the content and findings of this memo. In addition, specific references that were consulted include:

- 2009 Current Edition of the *Manual on Uniform Traffic Control Devices* (MUTCD)
- PennDOT Publications 13, 46, 111, 212, 236, and 383.
- PA Vehicle Code (Title 75)
- PA Code (Title 67, Chapter 212)
- Institute of Transportation Engineers (ITE) Traffic Calming Measures (<https://www.ite.org/technical-resources/traffic-calming/traffic-calming-measures/>)
- FHWA Traffic Calming e-Primer (https://safety.fhwa.dot.gov/speedmgt/traffic_calm.cfm)
- ITE *Guidelines for the Design and Application of Speed Humps* (<https://www.ite.org/technical-resources/traffic-calming/traffic-calming-measures/>)
- ITE *Guide to Vertical Deflection Speed Reduction Techniques* (<https://www.ite.org/technical-resources/topics/traffic-engineering/guide-to-vertical-deflection-speed-reduction-techniques>)
- FHWA Safe Transportation for Every Pedestrian (STEP): https://www.fhwa.dot.gov/innovation/everydaycounts/edc_5/step2.cfm
- FHWA Proven Safety Countermeasures (<https://safety.fhwa.dot.gov/provencountermeasures/>)

Pennsylvania LTAP is willing to clarify and provide additional information relating to any of the potential solutions listed.

Appendix

Philadelphia Streets Department Speed Cushion Detail



CITY OF PHILADELPHIA		DRAWING NO. SCO120
DEPARTMENT OF STREETS		
SPEED CUSHION LAYOUT & DETAIL		
(NOT TO SCALE)		
DATE	6/22/21	SHEET 1 OF 1
DESIGN	MP	MP
APPROVED	VP & R.A.	



Herbert, Rowland & Grubic, Inc.
369 East Park Drive
Harrisburg, PA 17111
717.564.1121
www.hrg-inc.com

MONTHLY ENGINEER'S REPORT

SUSQUEHANNA TOWNSHIP

Attn: Dave Pribulka
Report Period: 05/01/2023 – 05/31/2023
HRG Project Number: R000242.0001

June 2, 2023

MEETINGS ATTENDED (R000242.0001):

- | | |
|---|--------------|
| ■ Board of Commissioners Meeting | May 11, 2023 |
| ■ Board of Commissioners Workshop Meeting | May 24, 2023 |
| ■ Planning Commission Meeting | May 22, 2023 |

SUBDIVISION AND/OR LAND DEVELOPMENT PLAN(S) REVIEWED (R000242.0002):

- Thomas Holtzman Elementary Modular Classroom Waiver Request {HRG #1283}

STORMWATER MANAGEMENT PLAN(S) REVIEWED/INSPECTED (R000242.0475):

- Pines Apartments Pool Addition SWMP (Resubmission) {HRG #052}
- 4600 N. Progress Ave. SWMP {HRG #053}
- 4216 N. Progress Ave SWMP {HRG #054}

IMPROVEMENT GUARANTEE ESTIMATES/REDUCTIONS & MAINTENANCE GUARANTEE RECOMMENDATIONS (R000242.0002):

- Enclave at Elmerton LDP – FSA #3 {HRG #1247}
- Russel Drive Lot 2 – FSA #1 {HRG #1262}

CONSTRUCTION OBSERVATION SERVICES PERFORMED (R000242.0002):

- Laurel Hill Land Development {HRG #1166}
- Margaret's Grove LDP {HRG #1232}
- Susquehanna Union Green {HRG #1240, #1241, #1253, #1265}
- Stray Wind Farms Phases 7 & 8 {HRG #1244 & #1263}
- Enclave at Elmerton LDP {HRG #1247}
- Maplewood Development {HRG #1248}

ROAD CUT PERMIT IMPROVEMENT GUARANTEE ESTIMATES (R000242.0187):

- N/A

DRAINAGE/ENGINEERING PROJECT(S) STATUS:

- General Drainage/Engineering {HRG #R000242.0007}
 - Phase 037 - 2608 Catherine Street - Met with Property Owners and Township Staff. Reviewed site history and previous completed Township projects. Provided Township with previously completed Concept Plans for drainage issue. Township televised storm drainage on Catherine Street. Township has determined that they can perform the work.
 - HRG recommends the Board of Commissioners and Township staff discuss the desired level of repair to the affected property and extent of potential improvements and repairs along Catherine Street.

- MS4 {HRG #R000242.0451}
 - Provided MS4 related assistance to Township staff as requested.
 - HRG to perform outfall screenings and BMP inspections for inclusion in the 2022-2023 annual report.

- North Galen Road at Fox Hunt Lane Drainage Project {HRG #R000242.0502}
 - HRG is working with Eichelberger's Well Drilling to obtain options and cost estimates for a well survey at the property which will have the existing storm pipe under the residence flow-filled. The well survey will be utilized for well water quality comparisons before and after construction occurs.
 - HRG is working with Township staff and property owners to execute easement documents to accommodate future construction.

TRANSPORTATION PROJECT(S) STATUS:

- Traffic Studies {HRG #R000242.0005}
 - Linglestown & Crooked Hill
 - Township received a complaint regarding side street green time and delays, specifically during off-peak times. ATS confirmed the intersection is properly programmed and equipment is working; signal is operating per permit. Susquehanna Township requested that HRG evaluate AM and PM peak timing to determine if changes are appropriate. HRG observed the intersection during both peak periods and recommends a programming modification. ATS indicated this is now working properly.
 - Township received concern about pedestrian safety crossing this intersection. HRG to provide recommendations to the Township.
 - Schoolhouse Lane - HRG evaluating application of additional speed humps. HRG will finalize memo and recommendations and send to the Township.
 - Linglestown & Fargreen
 - Township received complaints regarding signal timing. HRG conducted field view. It does not appear that the intersection timing is programmed properly. HRG is coordinating with ATS for verification.
 - Traffic counts received to evaluate the need for a left turn arrow from Route 39 onto Fargreen. Left turn phase is not warranted.

- Union Deposit and Progress Avenue
 - Per PennDOT direction, HRG performed a structural evaluation to determine if the existing mast arm can support additional load. Discussions with PennDOT on results and next steps are in progress.
- 4th Street at Bergner Street Length Restriction
 - In response to complaints submitted by nearby residents, HRG to perform a traffic study to determine if vehicle length restrictions are warranted in the proximity of the 4th Street and Bergner Street intersection.
- Paxton Church Road Rehabilitation {HRG #R000242.0503}
 - Project is currently in Construction.
 - Construction is progressing.
 - Utility relocation is underway.
 - Detour implementation planned for Monday, 6/12/2023.
 - Roadway expected to be open on 8/25/2023

RECREATION PROJECT(S) STATUS:

- Boyd Park Phase 2 (# R000242.0520)
 - Geotechnical testing to occur week of June 8th & 9th.
 - Minor clearing of vegetation needed for equipment access to commence June 6th.
- Conceptual Planning for Union Deposit Tract (# R000242.0515)
 - HRG is coordinating with Township staff regarding the development of conceptual-level sketch design drawings for potential passive recreational use of the parcel.
 - HRG received a request from the Township to field survey the easement area on the adjoining parcel to the west belonging to Ecumenical Retirement Community.
 - HRG performed boundary survey of the subject tracts and easement areas on the Ecumenical Retirement Community's property.
 - The boundary survey and easement exhibits were provided to the Township for review on November 2, 2022.
- Township-wide Bicycle, Pedestrian, and Greenway Plan (Campbell Thomas & Co.)
 - HRG continues to work with Campbell Thomas & Co. in development of the plan.

MUNICIPAL PROJECT(S) STATUS:

- Edgemont Community Park ADA Accessibility Improvements
 - Bids received June 1, 2023
 - Low bid was submitted by Kinsley Construction Sitework in the amount of \$125,200.00.
- Maple Shade Drive Stormwater Improvements
 - Work is complete.
 - HRG issued recommendation of payment to DOLI Construction Corp.

- Payment to DOLI Construction Group authorized by the Township Stormwater Authority Board at their May 2, 2023, meeting.
- Final payment of \$5,000 retainage to be placed on the June 6th Authority Board agenda.

- 2023 Paving Project
 - HRG is working through easement acquisition for the proposed truck turnaround on Goose Valley Road.
 - Bids were received on June 1, 2023
 - HRG and Township staff to meet week of June 5th to decide which alternates to award.
 - Low bid value will depend on the awarded alternates.

Herbert, Rowland & Grubic, Inc.



Alex Greenly, P.E.
Project Manager | Civil

Parks and Recreation Departmental Report:

Park/Playground:

Boyd Park: Approved HRG proposal to conduct Geotech Survey and prepare construction drawings for the board walk sections to prepare to go to bid. Eagle Scout Project the installation of Blue Bird Boxes will be June 3rd.

Logan Park: Blue Bird Boxes were installed on May 13.

Veterans Park: Park maintenance staff working diligently to keep field conditions playable and to avoid them from becoming too dry.

Veterans Park Trail: Removed a large fallen tree from the trail, that destroyed a bench that was donated. The department has already ordered a replacement bench following the new standard of bench that is being installed throughout the park system.

Christian McNaughton Memorial Park: Approved an Eagle Project for the installation of a GAGA ball pit at Christian McNaughton Park and will be working with scout to finalize the design and anticipate installation in August.

Crown Point Park:

Edgemont Park:

Apple Creek Farms:

Donald B Stabler Memorial Park: Started dialog with Dauphin County Technical School for the construction of dugouts on the baseball field at McNaughton Park.

Plum Alley Park: Due to damage the Plum Alley Park Playground has been removed. No plans for replacement until the Master Plan is complete through the Statewide Share Grant.

Beaufort Hunt Playground:

Shutt Mill Park: Park is closed during sewer construction; the contractor is using the park as a staging area.

Margaret's Grove Park:

Olympus Heights Park:

Program Report:

As of June 2nd we have a total of 1196 enrollments for the year. The department continues to finalize the summer plans for day camp and playground where enrollment is going very well, and we anticipate a final push in the beginning of June.

The Township has introduced several new programs through the summer and fall and we such as Sushi Class, Macrame Class, continued fitness programming and we will have a Summer Solstice Yoga Event on June 24th.

Our first Movie in the Park will be June 30th at Christian McNaughton Park with a showing of ET.

Administration:

- DCNR has awarded an \$18,000 grant to the Township for a Peer-to-Peer grant to look at Latshmere Pool that will have the consultant develop operation and budget plans.

Plans

Township-wide Bicycle, Pedestrian, Greenway Plan

- Community Survey is ongoing with 152 responses as of June 2nd.
- Campbell and Thomas is about half completed about half of the key stake holder interviews and Connect the Dots has completed key stake holder interviews.
- Public Open House will be June 1st at 6pm at the Township Building.
- Community Bike Ride has been changed to July 29th at 10am start and finish location to be determined there will also be a community walk as well starting at 1pm that day.
- Staff will be doing public outreach for the Finish Festival at the Tour de Belt on June 4th.
- Next steering committee meeting will be September 13th.

Wedgewood Hill Property

- The public survey concluded on May 31st with 375 complete surveys of 506 started this is giving us a completion rate of 74% which is very good, and we are getting really good information.
- We had a steering committee meeting on May 23rd where we started where we reviewed the concept plans.
- YSM will be presenting the concept plan to the Recreation Advisory Committee on June 20th.
- June 27th will be the next public open house to discuss the various concepts and start to develop a final plan.



**SUSQUEHANNA TOWNSHIP
BOARD OF COMMISSIONERS
REPORT OF BILLS PAID**

Date: June 8, 2023

Prepared By: Jill Lovett

Checks Issued:		Amount:
General Fund	Check #336598 through #336706 ACH Withdrawals (10) Payroll Disbursements	\$1,155,910.33
Highway Fund	Check #102381 through #102386	\$49,842.05
Street Light Fund	Check # 1279	\$28,544.48
Fire Protection Fund	Check #709846 through #709871	\$385,757.92
Unallocated, Overhead Expenses:	Checks Issued in the Amount of:	373,465.93
Edgemont Fire:	Checks Issued in the Amount of:	459.41
Progress Fire:	Checks Issued in the Amount of:	7,811.82
Rescue Fire:	Checks Issued in the Amount of:	4,020.76
Developers' Rec	Check #1186 through #1190	\$25,558.13
Boyd Foundation Funds	None	\$0.00
Capital Improvement Fund	None	\$0.00
ARPA Fund	None	\$0.00
Grand Total:		\$1,645,612.91

I Certify That The Expenses Named Herein Are Actually Incurred As Prescribed By Law.

President of the Board

Date

Attest:

Secretary of the Board

Date

4:39 PM
06/05/23

**Susquehanna Township
Check Detail
May 9 through June 5, 2023**

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	336598	05/11/2023	Graphtech	1000800 · General Fund Checking	
Bill	154154	04/26/2023		455000 · Shade Tree Commission	-145.00
Bill	5082023	05/08/2023		451340 · Newsletter	-3,601.10
TOTAL					-3,746.10
Bill Pmt -Check	336599	05/12/2023	Commonwealth of PA	1000800 · General Fund Checking	
Bill	5122023	05/12/2023		2384100 · Fed Drug Forfeitures	-40.00
TOTAL					-40.00
Bill Pmt -Check	336600	05/19/2023	A Finishing Touch	1000800 · General Fund Checking	
Bill	401202330	04/28/2023		451374 · Park Restroom Supplies & Repair	-1,988.85
Bill	501202332	05/01/2023		409450 · Janitorial Services (Contract) 430450 · Cleaning Service	-3,617.54 -684.99
TOTAL					-6,291.38
Bill Pmt -Check	336601	05/19/2023	AFSCME	1000800 · General Fund Checking	
Bill	5012023	05/01/2023		429190 · Employee Insurances 430190 · Employee Insurances 436190 · Employee Insurances	-1,200.38 -2,667.50 -133.37
TOTAL					-4,001.25
Bill Pmt -Check	336602	05/19/2023	Air Gas	1000800 · General Fund Checking	
Bill	9137363020	04/25/2023		430384 · Rental and Welding Expense	-31.30
TOTAL					-31.30
Bill Pmt -Check	336603	05/19/2023	Amazon Capital Services	1000800 · General Fund Checking	
Bill	16674	04/28/2023		451372 · Maintenance/Repair	-83.36
Bill	139	05/07/2023	Amazon Capital Services	2002000 · Accounts Payable	0.00
Bill	1139	05/07/2023		436241 · General Expense	-22.99
TOTAL					-106.35
Bill Pmt -Check	336604	05/19/2023	Ascendance Trucks PA LLC.	1000800 · General Fund Checking	
Bill	1408244	05/18/2023		430375 · Vehicle Expenses	-164.08
TOTAL					-164.08
Bill Pmt -Check	336605	05/19/2023	Axon Enterprise Inc.	1000800 · General Fund Checking	
Bill	154521	05/01/2023		410242 · Arms/Ammo Supplies	-12,249.97
TOTAL					-12,249.97
Bill Pmt -Check	336606	05/19/2023	CBY Systems Inc	1000800 · General Fund Checking	
Bill	75802	04/30/2023		410241 · General Expenses	-48.00
TOTAL					-48.00
Bill Pmt -Check	336607	05/19/2023	Cintas Corp	1000800 · General Fund Checking	
Bill	5145916648	02/17/2023		430210 · Material and Supplies	-91.23
TOTAL					-91.23
Bill Pmt -Check	336608	05/19/2023	Classic Drycleaners	1000800 · General Fund Checking	
Bill	243781	05/01/2023		410238 · Uniforms - Police	-607.81
Bill	244547	05/03/2023		410238 · Uniforms - Police	-614.59
TOTAL					-1,222.40
Bill Pmt -Check	336609	05/19/2023	Cody Zarefoss	1000800 · General Fund Checking	
Bill	5022023	05/02/2023		430238 · Uniforms	-264.97
TOTAL					-264.97
Bill Pmt -Check	336610	05/19/2023	Colliflower, Inc.	1000800 · General Fund Checking	

Susquehanna Township
Check Detail
May 9 through June 5, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill	2003796	04/24/2023		430375 · Vehicle Expenses	-308.44
Bill	2005788	04/25/2023		430375 · Vehicle Expenses	-29.00
Bill	2008939	04/28/2023		430375 · Vehicle Expenses	-205.38
Bill	2013903	05/04/2023		430375 · Vehicle Expenses	-57.24
Bill	2018909	05/10/2023		430375 · Vehicle Expenses	-39.51
TOTAL					-639.57
Bill Pmt -Check	336611	05/19/2023	Comcast	1000800 · General Fund Checking	
Bill	8993110580163813	04/20/2023		401320 · Communications	-117.47
				410320 · Communication	-117.48
Bill	8993110580183647	04/26/2023		401320 · Communications	-183.88
				410320 · Communication	-183.88
Bill	8993110580224631	05/08/2023		430320 · Communications	-114.52
TOTAL					-717.23
Bill Pmt -Check	336612	05/19/2023	Comcast Business	1000800 · General Fund Checking	
Bill	170876375	04/15/2023		401320 · Communications	-707.51
				429320 · Communications	-203.67
				430320 · Communications	-151.56
				410320 · Communication	-1,067.60
				2381400 · Fire Fund Expense	-83.82
TOTAL					-2,214.16
Bill Pmt -Check	336613	05/19/2023	Commonwealth of PA	1000800 · General Fund Checking	
Bill	2023031	05/16/2023		410241 · General Expenses	-25.00
Bill	2023032	05/16/2023		410241 · General Expenses	-25.00
TOTAL					-50.00
Bill Pmt -Check	336614	05/19/2023	Cralls Garage	1000800 · General Fund Checking	
Bill	3000	04/25/2023		410375 · Maintenance & Repair Vehicle	-25.00
Bill	3020	05/02/2023		410375 · Maintenance & Repair Vehicle	-25.00
Bill	3027	05/03/2023		410375 · Maintenance & Repair Vehicle	-25.00
TOTAL					-75.00
Bill Pmt -Check	336615	05/19/2023	David Westhafer	1000800 · General Fund Checking	
Bill	5022023	05/02/2023		430241 · General Expenses	-14.50
TOTAL					-14.50
Bill Pmt -Check	336616	05/19/2023	Davis Landscape LTD	1000800 · General Fund Checking	
Bill	93712	05/04/2023		451310 · Contracted Srvs - Mowing	-9,097.00
				430310 · Contracted Srvs - Mowing	-6,186.00
TOTAL					-15,283.00
Bill Pmt -Check	336617	05/19/2023	Debra Letterlough	1000800 · General Fund Checking	
Bill	5032023	04/04/2023		310420 · Prior Yr Occupation Tax	-270.00
TOTAL					-270.00
Bill Pmt -Check	336618	05/19/2023	Dethlefs-Pykosh Law Group, LLC.	1000800 · General Fund Checking	
Bill	14728	05/18/2023		414310 · ZHB Solicitor	-1,813.00
TOTAL					-1,813.00
Bill Pmt -Check	336619	05/19/2023	Eagle Point Gun/ T J Morris & Sons	1000800 · General Fund Checking	
Bill	134942	04/18/2023		410242 · Arms/Ammo Supplies	-3,628.00
TOTAL					-3,628.00
Bill Pmt -Check	336620	05/19/2023	Flood City Security	1000800 · General Fund Checking	
Bill	1242	04/10/2023		407280 · General Software/Hardware	-6,688.00
TOTAL					-6,688.00
Bill Pmt -Check	336621	05/19/2023	George Swartz	1000800 · General Fund Checking	

Susquehanna Township
Check Detail
May 9 through June 5, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill	5222023	05/19/2023		410241 · General Expenses	-300.00
TOTAL					-300.00
Bill Pmt -Check	336622	05/19/2023	Guernsey Office Products	1000800 · General Fund Checking	
Bill	2529802	04/25/2023		451200 · Materials & Supplies (ADM)	-111.59
Bill	2529801	04/25/2023		401210 · Materials and Supplies	-100.70
				410210 · Materials and Supplies	-100.70
TOTAL					-312.99
Bill Pmt -Check	336623	05/19/2023	HACC	1000800 · General Fund Checking	
Bill	1873167	01/01/2023		410241 · General Expenses	-1,500.00
Bill	1881277	04/26/2023		410241 · General Expenses	-1,500.00
TOTAL					-3,000.00
Bill Pmt -Check	336624	05/19/2023	HL Bowman Inc	1000800 · General Fund Checking	
Bill	77527385	05/08/2023		451372 · Maintenance/Repair	-595.00
TOTAL					-595.00
Bill Pmt -Check	336625	05/19/2023	Intermixit	1000800 · General Fund Checking	
Bill	8695	05/01/2023		407370 · IT Repairs, Main. & Service	-12,282.00
Bill	8706	05/10/2023		451200 · Materials & Supplies (ADM)	-14.60
TOTAL					-12,296.60
Bill Pmt -Check	336626	05/19/2023	Jonathan MacDonald1	1000800 · General Fund Checking	
Bill	5192023	05/19/2023		2223646 · Other Land Development Escrows	-896.49
TOTAL					-896.49
Bill Pmt -Check	336627	05/19/2023	K&C Communications	1000800 · General Fund Checking	
TOTAL					0.00
Bill Pmt -Check	336628	05/19/2023	Kint Corp	1000800 · General Fund Checking	
Bill	137807	03/14/2023		410260 · Minor Equipment	-70.00
Bill	140837	04/18/2023		430370 · Maintenance/Repairs Bldg	-463.00
TOTAL					-533.00
Bill Pmt -Check	336629	05/19/2023	L-Tron Corporation	1000800 · General Fund Checking	
Bill	680941	05/11/2023		410252 · Records Management System	-750.00
TOTAL					-750.00
Bill Pmt -Check	336630	05/19/2023	LB Smith Ford	1000800 · General Fund Checking	
Bill	309173	05/04/2023		410375 · Maintenance & Repair Vehicle	-179.55
Bill	429126	05/16/2023		410375 · Maintenance & Repair Vehicle	-368.76
TOTAL					-548.31
Bill Pmt -Check	336631	05/19/2023	Life Source Water Service LLC	1000800 · General Fund Checking	
Bill	94343	04/25/2023		401241 · General Expenses	-32.74
				410241 · General Expenses	-51.75
				430241 · General Expenses	-28.75
Bill	95174	05/09/2023		401241 · General Expenses	-21.24
				410241 · General Expenses	-34.50
				430241 · General Expenses	-23.00
TOTAL					-191.98
Bill Pmt -Check	336632	05/19/2023	Mazzitti & Sullivan EAP Services	1000800 · General Fund Checking	
Bill	1832	05/01/2023		410241 · General Expenses	-550.00
TOTAL					-550.00
Bill Pmt -Check	336633	05/19/2023	McCarthy Tire & Automotive Cen	1000800 · General Fund Checking	
Bill	10122146	05/15/2023		430375 · Vehicle Expenses	-190.83

Susquehanna Township
Check Detail
 May 9 through June 5, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill	10122147	05/15/2023		430375 · Vehicle Expenses	-572.49
TOTAL					-763.32
Bill Pmt -Check	336634	05/19/2023	Momin Bhatti	1000800 · General Fund Checking	
Bill	202304	04/27/2023		400460 · Meetings & Continuing Education	-700.00
TOTAL					-700.00
Bill Pmt -Check	336635	05/19/2023	NAPA Auto Parts	1000800 · General Fund Checking	
Bill	3081799941	04/03/2023		430375 · Vehicle Expenses	-35.90
Bill	3081799351	04/10/2023		430375 · Vehicle Expenses	-7.55
Bill	3081799321	04/10/2023		410375 · Maintenance & Repair Vehicle	-24.89
Bill	3081799354	04/10/2023		410375 · Maintenance & Repair Vehicle	-29.98
Bill	3081799503	04/12/2023		410375 · Maintenance & Repair Vehicle	-115.74
Bill	3081799627	04/14/2023		410375 · Maintenance & Repair Vehicle	-14.00
Bill	3081799749	04/17/2023		410375 · Maintenance & Repair Vehicle	-27.06
Bill	3081799859	04/19/2023		430375 · Vehicle Expenses	-91.68
Bill	3081800136	04/24/2023		430375 · Vehicle Expenses	-162.72
Bill	3081800365	04/27/2023		410375 · Maintenance & Repair Vehicle	-12.54
Bill	3081800364	04/27/2023		410375 · Maintenance & Repair Vehicle	-22.66
Bill	3081800368	04/27/2023		410375 · Maintenance & Repair Vehicle	-9.48
TOTAL					-554.20
Bill Pmt -Check	336636	05/19/2023	Nicole E. Cassel	1000800 · General Fund Checking	
Bill	10	05/10/2023		451319 · Classes/Activities	-1,540.00
TOTAL					-1,540.00
Bill Pmt -Check	336637	05/19/2023	NMS Labs	1000800 · General Fund Checking	
Bill	1206661	04/30/2023		410241 · General Expenses	-283.00
Bill	1206662	04/30/2023		410241 · General Expenses	-283.00
Bill	1206663	04/30/2023		410241 · General Expenses	-283.00
Bill	1206664	04/30/2023		410241 · General Expenses	-283.00
TOTAL					-1,132.00
Bill Pmt -Check	336638	05/19/2023	Ozie Door Services	1000800 · General Fund Checking	
Bill	1503	05/09/2023		430370 · Maintenance/Repairs Bldg	-569.00
TOTAL					-569.00
Bill Pmt -Check	336639	05/19/2023	PA Media Group	1000800 · General Fund Checking	
Bill	10628544	04/25/2023		401341 · Advertising	-288.20
TOTAL					-288.20
Bill Pmt -Check	336640	05/19/2023	Peaceful Poses Kids Yoga	1000800 · General Fund Checking	
Bill	140	05/19/2023		451319 · Classes/Activities	-180.00
TOTAL					-180.00
Bill Pmt -Check	336641	05/19/2023	Peck's Graphics	1000800 · General Fund Checking	
Bill	51491	04/28/2023		410210 · Materials and Supplies	-13.10
TOTAL					-13.10
Bill Pmt -Check	336642	05/19/2023	Pedal Pusher	1000800 · General Fund Checking	
Bill	4172023	04/17/2023		410375 · Maintenance & Repair Vehicle	-103.31
Bill	5012023	05/01/2023		410375 · Maintenance & Repair Vehicle	-111.04
Bill	5032023	05/03/2023		410375 · Maintenance & Repair Vehicle	-79.50
TOTAL					-293.85
Bill Pmt -Check	336643	05/19/2023	Pennsylvania Recreation and Parks Society	1000800 · General Fund Checking	
Bill	154372	05/19/2023		451460 · Education, Training, and Member	-70.00
TOTAL					-70.00
Bill Pmt -Check	336644	05/19/2023	PH&S Products	1000800 · General Fund Checking	

4:39 PM
06/05/23

Susquehanna Township
Check Detail
May 9 through June 5, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill	16178	04/20/2023		410210 · Materials and Supplies	-320.00
TOTAL					-320.00
Bill Pmt -Check	336645	05/19/2023	Pittsburgh Public Safety Supply	1000800 · General Fund Checking	
Bill	30425	02/24/2023		410238 · Uniforms - Police	-2,665.96
Bill	30497	02/28/2023		410238 · Uniforms - Police	-234.76
Bill	30496	02/28/2023		410238 · Uniforms - Police	-234.76
Bill	30495	02/28/2023		410238 · Uniforms - Police	-393.43
TOTAL					-3,528.91
Bill Pmt -Check	336646	05/19/2023	PMHC	1000800 · General Fund Checking	
Bill	128397	05/08/2023		401190 · Employee Insurances	-4,103.15
				401190 · Employee Insurances	-1,250.00
				402190 · Employee Insurances	-3,647.25
				402190 · Employee Insurances	-185.98
				410190 · Employee Insurances	-91,751.76
				410190 · Employee Insurances	-6,556.68
				410196 · Post-Retirement Med Insurance	-44,904.77
				410196 · Post-Retirement Med Insurance	-4,437.10
				413190 · Employee Insurance	-3,811.97
				414190 · Employee Insurances	-2,143.42
				414190 · Employee Insurances	-937.50
				429190 · Employee Insurances	-15,095.80
				429190 · Employee Insurances	-2,123.57
				430190 · Employee Insurances	-24,591.05
				430190 · Employee Insurances	-3,083.46
				436190 · Employee Insurances	-6,923.18
				436190 · Employee Insurances	-629.74
				451190 · Employee Insurances	-4,888.51
				451190 · Employee Insurances	-618.30
				2381400 · Fire Fund Expense	-91.85
				2380180 · Medical Insurance Former Emplo	-1,114.08
				2380180 · Medical Insurance Former Emplo	-647.06
TOTAL					-223,536.18
Bill Pmt -Check	336647	05/19/2023	PP&L Electric Utilities	1000800 · General Fund Checking	
Bill	9339908001	04/24/2023		433361 · Traffic Signal-Electric	-1,604.35
Bill	1973129002	04/25/2023		451360 · Utilities-Parks	-452.04
				409360 · Utilities	-212.09
				2381400 · Fire Fund Expense	-1,375.62
TOTAL					-3,644.10
Bill Pmt -Check	336648	05/19/2023	Print Works on Demand Inc	1000800 · General Fund Checking	
Bill	96004	04/12/2023		410210 · Materials and Supplies	-36.00
TOTAL					-36.00
Bill Pmt -Check	336649	05/19/2023	Purchase Power	1000800 · General Fund Checking	
Bill	8000900011448085	05/05/2023		401241 · General Expenses	-907.50
TOTAL					-907.50
Bill Pmt -Check	336650	05/19/2023	Rabold's Services	1000800 · General Fund Checking	
Bill	25603	04/21/2023		410262 · Speed Timing Devices	-154.00
TOTAL					-154.00
Bill Pmt -Check	336651	05/19/2023	Roos Services Group	1000800 · General Fund Checking	
Bill	229	04/30/2023		451260 · Equipment Playground & Athlet	-2,348.00
TOTAL					-2,348.00
Bill Pmt -Check	336652	05/19/2023	SecureRX	1000800 · General Fund Checking	
Bill	231350004449	05/15/2023		2380160 · Medical Insurance Former Emplo	-1,162.00
TOTAL					-1,162.00
Bill Pmt -Check	336653	05/19/2023	Snyder Brothers Inc.	1000800 · General Fund Checking	
Bill	166599	05/08/2023		409360 · Utilities	-84.57
				430360 · Utilities	-475.11
				2381400 · Fire Fund Expense	-141.10

**Susquehanna Township
Check Detail
May 9 through June 5, 2023**

Type	Num	Date	Name	Account	Paid Amount
				2381400 · Fire Fund Expense	-323.42
				2381400 · Fire Fund Expense	-293.80
TOTAL					-1,318.00
Bill Pmt -Check	336654	05/19/2023	Stephenson Equipment, Inc.	1000800 · General Fund Checking	
Bill	17010707	05/04/2023		430375 · Vehicle Expenses	-211.27
Bill	17010726	05/10/2023		430375 · Vehicle Expenses	-527.38
Bill	17010769	05/18/2023		430375 · Vehicle Expenses	-572.96
TOTAL					-1,311.61
Bill Pmt -Check	336655	05/19/2023	Steve Margeson	1000800 · General Fund Checking	
Bill	5222023	05/19/2023		410241 · General Expenses	-300.00
TOTAL					-300.00
Bill Pmt -Check	336656	05/19/2023	Suez	1000800 · General Fund Checking	
Bill	203470620000	04/26/2023		451360 · Utilities-Parks	-36.85
Bill	200724783622	04/27/2023		451360 · Utilities-Parks	-34.57
Bill	208850030000	04/30/2023		409360 · Utilities	-97.31
Bill	208487588481	05/09/2023		451360 · Utilities-Parks	-43.99
TOTAL					-212.72
Bill Pmt -Check	336657	05/19/2023	Summer Alaire Miller	1000800 · General Fund Checking	
Bill	5052023	05/03/2023		414317 · Steno Fees - ZHB	-160.00
TOTAL					-160.00
Bill Pmt -Check	336658	05/19/2023	Susquehanna Township Authority	1000800 · General Fund Checking	
Bill	111780	04/30/2023		409360 · Utilities	-297.87
Bill	119231	04/30/2023		409360 · Utilities	-125.74
Bill	119293	04/30/2023		409360 · Utilities	-128.08
Bill	119843	04/30/2023		409360 · Utilities	-17.10
Bill	119861	04/30/2023		409360 · Utilities	-34.80
TOTAL					-603.59
Bill Pmt -Check	336659	05/19/2023	Talley Petroleum Enterprises Inc	1000800 · General Fund Checking	
Bill	54562333	01/01/2023		1500000 · Inventory Gasoline	-2,738.43
Bill	54703255	01/01/2023		1500000 · Inventory Gasoline	-2,243.54
TOTAL					-4,981.97
Bill Pmt -Check	336660	05/19/2023	Thomas Boyer1	1000800 · General Fund Checking	
Bill	53097762	05/15/2023		367203 · Class / Activities	-80.00
Bill	53097792	05/15/2023		367203 · Class / Activities	-80.00
TOTAL					-160.00
Bill Pmt -Check	336661	05/19/2023	Thomson Reuters - West	1000800 · General Fund Checking	
Bill	848263186	05/01/2023		410241 · General Expenses	-231.00
TOTAL					-231.00
Bill Pmt -Check	336662	05/19/2023	Thyssen Krupp	1000800 · General Fund Checking	
Bill	5002120486	04/18/2023		409370 · Maintenance and Repair	-556.00
TOTAL					-556.00
Bill Pmt -Check	336663	05/19/2023	Toshiba Financial Services	1000800 · General Fund Checking	
Bill	5024953939	05/03/2023		407280 · General Software/Hardware	-1,751.09
TOTAL					-1,751.09
Bill Pmt -Check	336664	05/19/2023	Travis Mease	1000800 · General Fund Checking	
Bill	5122023	05/12/2023		451372 · Maintenance/Repair	-112.25
TOTAL					-112.25

**Susquehanna Township
Check Detail
May 9 through June 5, 2023**

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	336665	05/19/2023	Truck Parts Plus	1000800 · General Fund Checking	
Bill	793248	05/09/2023		430375 · Vehicle Expenses	-29.56
Bill	793271	05/09/2023		430375 · Vehicle Expenses	-19.32
Bill	793494	05/12/2023		410375 · Maintenance & Repair Vehicle	-88.74
TOTAL					-137.62
Bill Pmt -Check	336666	05/19/2023	Truck Pro	1000800 · General Fund Checking	
Bill	219-0088598	05/02/2023		430375 · Vehicle Expenses	-34.89
TOTAL					-34.89
Bill Pmt -Check	336667	05/19/2023	UGI Utilities	1000800 · General Fund Checking	
Bill	411000812239	05/15/2023		430360 · Utilities	-60.38
Bill	411006901242	05/15/2023		409360 · Utilities	-36.72
TOTAL					-97.10
Bill Pmt -Check	336668	05/19/2023	US Municipal Supply Inc	1000800 · General Fund Checking	
Bill	6205662	02/17/2023		430375 · Vehicle Expenses	-1,782.17
Bill	6205780	02/22/2023		430375 · Vehicle Expenses	-6,470.56
TOTAL					-8,252.73
Bill Pmt -Check	336669	05/19/2023	Verizon 2	1000800 · General Fund Checking	
Bill	9933412394	04/25/2023		410320 · Communication	-1,207.11
				430320 · Communications	-103.14
				414320 · Communications	-47.09
				413320 · Communications	-129.19
				451320 · Communications	-126.27
				401320 · Communications	-42.09
				2381400 · Fire Fund Expense	-42.09
				2381400 · Fire Fund Expense	-42.09
				415320 · Communications	-42.09
				436241 · General Expense	-84.18
				429320 · Communications	-343.21
TOTAL					-2,208.55
Bill Pmt -Check	336671	05/30/2023	Ahold Financial Services	1000800 · General Fund Checking	
Bill	625911	05/24/2023		430241 · General Expenses	-265.49
TOTAL					-265.49
Bill Pmt -Check	336672	05/30/2023	Air Gas	1000800 · General Fund Checking	
Bill	9137947972	05/17/2023		430384 · Rental and Welding Expense	-343.86
TOTAL					-343.86
Bill Pmt -Check	336673	05/30/2023	Americhem International Inc	1000800 · General Fund Checking	
Bill	251511	03/10/2023		401210 · Materials and Supplies	-168.87
TOTAL					-168.87
Bill Pmt -Check	336674	05/30/2023	Aquatic Environment Consultants, Inc.	1000800 · General Fund Checking	
Bill	46044	04/19/2023		451362 · Pond Mgmt - Boyd Park	-589.00
Bill	46609	05/18/2023		451362 · Pond Mgmt - Boyd Park	-589.00
TOTAL					-1,178.00
Bill Pmt -Check	336675	05/30/2023	B. Moyer Radio Communications	1000800 · General Fund Checking	
Bill	10592	05/15/2023		410375 · Maintenance & Repair Vehicle	-4,186.58
TOTAL					-4,186.58
Bill Pmt -Check	336676	05/30/2023	Cardmember Service	1000800 · General Fund Checking	
Bill	4798510055137208	04/14/2023		410375 · Maintenance & Repair Vehicle	-52.73
				410460 · Education and Training	-20.86
				410460 · Education and Training	-52.07
				410460 · Education and Training	-343.22
				410241 · General Expenses	-38.07
				2382000 · Police Donations	-679.75

Susquehanna Township Check Detail

May 9 through June 5, 2023

Type	Num	Date	Name	Account	Paid Amount
				410241 · General Expenses	-64.19
				410241 · General Expenses	-44.96
				410241 · General Expenses	-8.65
				410320 · Communication	-27.63
				410242 · Arms/Ammo Supplies	-160.43
				410242 · Arms/Ammo Supplies	-57.37
				410460 · Education and Training	-47.59
				410252 · Records Management System	-121.13
				410252 · Records Management System	-121.13
				410460 · Education and Training	-9.22
				410460 · Education and Training	-12.26
				410260 · Minor Equipment	-302.91
				410210 · Materials and Supplies	-31.14
				410460 · Education and Training	-23.03
				410460 · Education and Training	-10.54
				410460 · Education and Training	-19.86
				451317 · Day Camp	-226.43
				401241 · General Expenses	-197.65
				451320 · Communications	-1.74
				451320 · Communications	-1.74
				451320 · Communications	-1.74
				451373 · Park Athletic Fields & Playgrd	-158.24
				451320 · Communications	-1.74
				451320 · Communications	-2.60
				451320 · Communications	-2.60
				436241 · General Expense	-448.15
				436241 · General Expense	-410.95
				414241 · General Expense	-116.50
				430241 · General Expenses	-145.21
				401460 · Education and Training	-376.34
				401210 · Materials and Supplies	-36.31
				430375 · Vehicle Expenses	-279.61
TOTAL					-4,656.29
Bill Pmt -Check	336677	05/30/2023	Caroline Robinson	1000800 · General Fund Checking	
Bill	5302023	05/30/2023		410460 · Education and Training	-600.00
TOTAL					-600.00
Bill Pmt -Check	336678	05/30/2023	Cleveland Brothers	1000800 · General Fund Checking	
Bill	5420799	05/11/2023		430375 · Vehicle Expenses	-152.36
TOTAL					-152.36
Bill Pmt -Check	336679	05/30/2023	Comcast	1000800 · General Fund Checking	
Bill	8993110580196615	05/11/2023		401320 · Communications	-66.55
				410320 · Communication	-66.55
TOTAL					-133.10
Bill Pmt -Check	336680	05/30/2023	Commonwealth of PA-DEP	1000800 · General Fund Checking	
Bill	4012023	04/01/2023		430241 · General Expenses	-50.00
TOTAL					-50.00
Bill Pmt -Check	336681	05/30/2023	Cralls Garage	1000800 · General Fund Checking	
Bill	3091	05/23/2023		410375 · Maintenance & Repair Vehicle	-25.00
TOTAL					-25.00
Bill Pmt -Check	336682	05/30/2023	Eckert, Seamans, Cherin & Mellott LLC	1000800 · General Fund Checking	
Bill	1739806	04/20/2023		404310 · General Legal Services	-2,860.00
Bill	1739805	04/20/2023		404314 · Labor Counsel	-1,742.00
TOTAL					-4,602.00
Bill Pmt -Check	336683	05/30/2023	Graphtech	1000800 · General Fund Checking	
Bill	154736	05/18/2023		451340 · Newsletter	-8,526.16
TOTAL					-8,526.16
Bill Pmt -Check	336684	05/30/2023	Guemsey Office Products	1000800 · General Fund Checking	
Bill	2528302	04/21/2023		410210 · Materials and Supplies	-889.55
Bill	2538734	05/10/2023		401210 · Materials and Supplies	-142.06

Susquehanna Township
Check Detail
May 9 through June 5, 2023

Type	Num	Date	Name	Account	Paid Amount
TOTAL					-1,031.61
Bill Pmt -Check	336685	05/30/2023	HACC	1000800 · General Fund Checking	
Bill	1881787	05/23/2023		410460 · Education and Training	-270.00
Bill	1881820	05/24/2023		410460 · Education and Training	-540.00
TOTAL					-810.00
Bill Pmt -Check	336686	05/30/2023	Hornung Tru Value (29th St.)	1000800 · General Fund Checking	
Bill	36460	05/11/2023		430210 · Material and Supplies	-71.51
TOTAL					-71.51
Bill Pmt -Check	336687	05/30/2023	HRG Inc Consulting Engineers	1000800 · General Fund Checking	
Bill	169400	04/03/2023		408313 · Engineering Fees	-9,289.96
Bill	170504	05/10/2023		408313 · Engineering Fees	-445.50
Bill	170505	05/10/2023		436313 · Engineering Fees	-1,938.25
Bill	170506	05/10/2023		436313 · Engineering Fees	-66.00
				436313 · Engineering Fees	-540.00
Bill	170619	05/10/2023		408313 · Engineering Fees	-703.97
Bill	170502	05/10/2023		2230000 · Reimbursable Legal and Engineer	-907.09
				2230000 · Reimbursable Legal and Engineer	-3,536.67
				2230000 · Reimbursable Legal and Engineer	-106.01
				2230000 · Reimbursable Legal and Engineer	-571.04
				2230000 · Reimbursable Legal and Engineer	-48.94
				2230000 · Reimbursable Legal and Engineer	-633.15
				2230000 · Reimbursable Legal and Engineer	-102.45
				2503100 · Vartan - Linglestown/Progress	-647.84
				2230000 · Reimbursable Legal and Engineer	-547.31
				2503100 · Vartan - Linglestown/Progress	-2,711.93
				2230000 · Reimbursable Legal and Engineer	-81.57
				2230000 · Reimbursable Legal and Engineer	-130.52
				2503100 · Vartan - Linglestown/Progress	-3,217.62
				2230000 · Reimbursable Legal and Engineer	-1,771.12
				2230000 · Reimbursable Legal and Engineer	-2,238.67
				2230000 · Reimbursable Legal and Engineer	-945.34
				2230000 · Reimbursable Legal and Engineer	-1,340.33
				2230000 · Reimbursable Legal and Engineer	-291.46
				2230000 · Reimbursable Legal and Engineer	-5.70
				2230000 · Reimbursable Legal and Engineer	-2,391.20
				2230000 · Reimbursable Legal and Engineer	-881.65
Bill	170510	05/10/2023		436313 · Engineering Fees	-972.61
Bill	170508	05/10/2023		408313 · Engineering Fees	-1,713.26
Bill	170316	05/10/2023		408313 · Engineering Fees	-6,346.57
Bill	170511	05/10/2023		408313 · Engineering Fees	-7,318.49
TOTAL					-52,542.22
Bill Pmt -Check	336688	05/30/2023	Intermixit	1000800 · General Fund Checking	
Bill	8638	05/01/2023		407370 · IT Repairs, Main. & Service	-2,166.00
TOTAL					-2,166.00
Bill Pmt -Check	336689	05/30/2023	Interstate Battery Systems of H	1000800 · General Fund Checking	
Bill	40080387	04/28/2023		430375 · Vehicle Expenses	-267.90
Bill	1906101037792	05/03/2023		429375 · Vehicle Maintenance & Fuel	-194.95
				437260 · Small Tools and Minor Equipment	-249.70
TOTAL					-712.55
Bill Pmt -Check	336690	05/30/2023	K&C Communications	1000800 · General Fund Checking	
Bill	101714	04/26/2023		410375 · Maintenance & Repair Vehicle	-2,013.00
TOTAL					-2,013.00
Bill Pmt -Check	336691	05/30/2023	Keystone Petroleum Equipment	1000800 · General Fund Checking	
Bill	373171	05/17/2023		430370 · Maintenance/Repairs Bldg	-179.50
TOTAL					-179.50
Bill Pmt -Check	336692	05/30/2023	LB Smith Ford	1000800 · General Fund Checking	
Bill	309954	05/22/2023		410375 · Maintenance & Repair Vehicle	-34.22
Bill	309916	05/22/2023		410375 · Maintenance & Repair Vehicle	-865.19
TOTAL					-899.41

Susquehanna Township
Check Detail
May 9 through June 5, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	336693	05/30/2023	Life Source Water Service LLC	1000800 · General Fund Checking	
Bill	95766	05/23/2023		401241 · General Expenses	-26.99
				410241 · General Expenses	-46.00
				430241 · General Expenses	-40.25
TOTAL					-113.24
Bill Pmt -Check	336694	05/30/2023	Mutual of Omaha	1000800 · General Fund Checking	
Bill	1534044489	05/01/2023		401190 · Employee Insurances	-43.63
				402190 · Employee Insurances	-106.30
				410190 · Employee Insurances	-1,232.28
				414190 · Employee Insurances	-144.30
				413190 · Employee Insurance	-111.90
				429190 · Employee Insurances	-342.02
				430190 · Employee Insurances	-489.14
				436190 · Employee Insurances	-162.21
				451190 · Employee Insurances	-157.33
				2381400 · Fire Fund Expense	-130.49
TOTAL					-2,919.60
Bill Pmt -Check	336695	05/30/2023	PA Chiefs of Police Assoc	1000800 · General Fund Checking	
Bill	6283	05/17/2023		410241 · General Expenses	-392.00
TOTAL					-392.00
Bill Pmt -Check	336696	05/30/2023	PA Media Group	1000800 · General Fund Checking	
Bill	10649892	05/18/2023		451241 · General Expense	-1,842.00
Bill	10649904	05/18/2023		401341 · Advertising	-1,860.28
TOTAL					-3,702.28
Bill Pmt -Check	336697	05/30/2023	Parmer Metered Concrete, Inc.	1000800 · General Fund Checking	
Bill	52325	04/20/2023		451260 · Equipment Playground & Athlet	-583.00
TOTAL					-583.00
Bill Pmt -Check	336698	05/30/2023	Pennsy Supply	1000800 · General Fund Checking	
Bill	3238055	04/14/2023		451260 · Equipment Playground & Athlet	-152.96
Bill	3239292	04/20/2023		451260 · Equipment Playground & Athlet	-244.70
Bill	3239991	04/24/2023		451260 · Equipment Playground & Athlet	-715.92
TOTAL					-1,113.58
Bill Pmt -Check	336699	05/30/2023	PPC Lubricants	1000800 · General Fund Checking	
Bill	2127818	04/07/2023		430375 · Vehicle Expenses	-1,664.30
Bill	2138494	05/12/2023		430375 · Vehicle Expenses	-1,353.00
TOTAL					-3,017.30
Bill Pmt -Check	336700	05/30/2023	Print Works on Demand Inc	1000800 · General Fund Checking	
Bill	96254	05/18/2023		410210 · Materials and Supplies	-39.00
TOTAL					-39.00
Bill Pmt -Check	336701	05/30/2023	Quik Quality Car Wash & Lube	1000800 · General Fund Checking	
Bill	15367	05/10/2023		410375 · Maintenance & Repair Vehicle	-280.00
TOTAL					-280.00
Bill Pmt -Check	336702	05/30/2023	SiteOne Landscape Supply	1000800 · General Fund Checking	
Bill	129420843001	05/02/2023		451372 · Maintenance/Repair	-100.19
				451372 · Maintenance/Repair	-39.19
TOTAL					-139.38
Bill Pmt -Check	336703	05/30/2023	Stephenson Equipment, Inc.	1000800 · General Fund Checking	
Bill	10197514	05/17/2023		430375 · Vehicle Expenses	-621.64
TOTAL					-621.64
Bill Pmt -Check	336704	05/30/2023	Thomas Cornitta Assoc	1000800 · General Fund Checking	

Susquehanna Township
Check Detail
May 9 through June 5, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill	4242023	04/24/2023		2503100 · Vartan - Linglestown/Progress	-752.10
Bill	4242023a	04/24/2023		2503100 · Vartan - Linglestown/Progress	-189.10
TOTAL					-941.20
Bill Pmt -Check	336705	05/30/2023	Tractor Supply Credit Plan Dep	1000800 · General Fund Checking	
Bill	6035301203155161	04/29/2023		430210 · Material and Supplies	-139.98
				436241 · General Expense	-139.98
TOTAL					-279.96
Bill Pmt -Check	336706	05/30/2023	Tyson Fence	1000800 · General Fund Checking	
Bill	23191	04/18/2023		451260 · Equipment Playground & Athlet	-6,234.00
TOTAL					-6,234.00

Susquehanna Township
ACH Monthly Withdrawals
Month of May 2023

Dig My Earth	\$ 2,377.35
Enterprise	\$ 3,988.20
Francia Done Henry	\$ 845.00
James Huffard	\$ 4,824.67
Jeffrey Vargo	\$ 845.00
Ralph Martin	\$ 845.00
Brooke Anthony	\$ 845.00
Christopher Croft	\$ 845.00
Richard Adams	\$ 1,167.00
Susquehanna Solar Partners	\$ 3,949.50
Wex	<u>\$ 15,581.89</u>
Total ACH Withdrawals	\$ 36,113.61

Payroll Disbursements for May 2023

Payroll 5/15/23	\$ 337,977.31
Payroll 5/31/23	<u>\$ 332,376.38</u>
Total Payroll Disbursements	\$ 670,353.69

5:15 PM
06/05/23

Susquehanna Township - Highway Fund
Check Detail
May 9 through June 5, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	102381	05/30/2023	Atlantic Transportation Systems, Inc.	1008000 · Checking Account	
Bill	23092	05/08/2023		433370 · Maint. - Traffic Signals	-85.00
TOTAL					-85.00
Bill Pmt -Check	102382	05/30/2023	Daniel B Krieg Inc	1008000 · Checking Account	
Bill	309143	04/03/2023		433245 · Street Signs	-308.75
Bill	309142	04/03/2023		433245 · Street Signs	-1,046.90
Bill	309172	04/05/2023		433245 · Street Signs	-136.40
Bill	309233	04/11/2023		433245 · Street Signs	-230.00
Bill	309273	04/12/2023		433245 · Street Signs	-472.50
Bill	309365	04/19/2023		433245 · Street Signs	-540.00
Bill	309431	04/25/2023		438245 · Public Works- Highway Supplies	-540.00
Bill	309441	04/26/2023		433245 · Street Signs	-261.50
TOTAL					-3,536.05
Bill Pmt -Check	102383	05/30/2023	Morton Salt	1008000 · Checking Account	
Bill	5402721049	01/01/2023		432220 · Snow & Ice Control (Salt)	-28,191.90
Bill	5402721817	01/01/2023		432220 · Snow & Ice Control (Salt)	-11,524.43
TOTAL					-39,716.33
Bill Pmt -Check	102384	05/30/2023	Pennsy Supply	1008000 · Checking Account	
Bill	3240341	04/25/2023		439600 · Road Construction Projects	-603.25
Bill	3243334	05/09/2023		439600 · Road Construction Projects	-977.73
Bill	3243660	05/10/2023		439600 · Road Construction Projects	-302.76
TOTAL					-1,883.74
Bill Pmt -Check	102385	05/30/2023	Retmay Distributors	1008000 · Checking Account	
Bill	15643	05/10/2023		433245 · Street Signs	-136.93
TOTAL					-136.93
Bill Pmt -Check	102386	05/30/2023	US Municipal Supply Inc	1008000 · Checking Account	
Bill	6208432	05/10/2023		433245 · Street Signs	-4,484.00
TOTAL					-4,484.00

5:19 PM

06/05/23

Susquehanna Township Street Light Fund Check Detail

May 9 through June 5, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	1279	05/30/2023	PP&L	1008000 · Checking Account	
Bill	9400119001	04/28/2023		434361 · Street Lighting	-7,380.95
Bill	9193311008	04/28/2023		434361 · Street Lighting	-21,163.53
TOTAL					<hr/> -28,544.48

Susquehanna Township Fire Protection Fund Check Detail

May 9 through June 5, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	709846	05/30/2023	AJS Truck & Trailer Center	1008000 · Checking Account	
Bill	60193	04/20/2023		411542 · Rescue Fire Company	-16.84
TOTAL					-16.84
Bill Pmt -Check	709847	05/30/2023	Americhem International Inc	1008000 · Checking Account	
Bill	249483	01/16/2023		411541 · Progress Fire Company	-74.71
Bill	249940	01/27/2023		411541 · Progress Fire Company	-108.30
Bill	251691	03/13/2023		411541 · Progress Fire Company	-223.95
TOTAL					-406.96
Bill Pmt -Check	709848	05/30/2023	Atlantic Tactical	1008000 · Checking Account	
Bill	80798847	03/14/2023		411541 · Progress Fire Company	-449.75
Bill	80799215	03/20/2023		411541 · Progress Fire Company	-89.95
Bill	80799363	03/22/2023		411541 · Progress Fire Company	-52.94
Bill	80799465	03/24/2023		411541 · Progress Fire Company	-1,157.90
TOTAL					-1,750.54
Bill Pmt -Check	709849	05/30/2023	Benchmark Insurance Company	1008000 · Checking Account	
Bill	23175304	06/01/2023		411195 · W.C. Insurance	-4,673.00
TOTAL					-4,673.00
Bill Pmt -Check	709850	05/30/2023	Capital Region Water	1008000 · Checking Account	
Bill	620674070	04/25/2023		411541 · Progress Fire Company	-235.92
TOTAL					-235.92
Bill Pmt -Check	709851	05/30/2023	CF Acri & Son Inc	1008000 · Checking Account	
Bill	4252023	04/25/2023		411542 · Rescue Fire Company	-1,375.00
TOTAL					-1,375.00
Bill Pmt -Check	709852	05/30/2023	Comcast	1008000 · Checking Account	
Bill	8993110580012408	04/19/2023		411541 · Progress Fire Company	-69.77
Bill	8993110580184413	04/19/2023		411541 · Progress Fire Company	-393.00
Bill	8993110580226115	04/23/2023		411542 · Rescue Fire Company	-21.22
Bill	8993110580046638	05/05/2023		411542 · Rescue Fire Company	-116.85
TOTAL					-600.84
Bill Pmt -Check	709853	05/30/2023	Commonwealth of PA Fed Prop	1008000 · Checking Account	
Bill	618836	03/03/2023		411375 · Vehicle Expenses- Shop 84	-40.00
TOTAL					-40.00
Bill Pmt -Check	709854	05/30/2023	Cralls Garage	1008000 · Checking Account	
Bill	2980	04/18/2023		411542 · Rescue Fire Company	-25.00
Bill	3033	05/03/2023		411541 · Progress Fire Company	-25.00
TOTAL					-50.00
Bill Pmt -Check	709855	05/30/2023	ESO Solutions, Inc.	1008000 · Checking Account	
Bill	102509	03/17/2023		411541 · Progress Fire Company	-1,975.10
TOTAL					-1,975.10
Bill Pmt -Check	709856	05/30/2023	Fisher Auto Parts Inc	1008000 · Checking Account	
Bill	333339270	04/21/2023		411542 · Rescue Fire Company	-71.00
Bill	333340226	05/03/2023		411541 · Progress Fire Company	-2.25
Bill	333340334	05/04/2023		411541 · Progress Fire Company	-30.42
Bill	333340335	05/04/2023		411542 · Rescue Fire Company	-23.64
TOTAL					-127.31
Bill Pmt -Check	709857	05/30/2023	Freightliner of Harrisburg	1008000 · Checking Account	
Bill	755223	05/01/2023		411541 · Progress Fire Company	-353.60

Susquehanna Township Fire Protection Fund Check Detail

May 9 through June 5, 2023

Type	Num	Date	Name	Account	Paid Amount
TOTAL					-353.60
Bill Pmt -Check	709858	05/30/2023	George Drees	1008000 - Checking Account	
Bill	16439	03/14/2023		411239 - Misc. Expenses	-106.00
TOTAL					-106.00
Bill Pmt -Check	709859	05/30/2023	Haller Enterprises inc	1008000 - Checking Account	
Bill	1091827	04/04/2023		411541 - Progress Fire Company	-849.00
TOTAL					-849.00
Bill Pmt -Check	709860	05/30/2023	M & K Truck Center	1008000 - Checking Account	
Bill	111066	04/25/2023		411542 - Rescue Fire Company	-12.68
TOTAL					-12.68
Bill Pmt -Check	709861	05/30/2023	Overhead Door Co.	1008000 - Checking Account	
Bill	194046	05/02/2023		411541 - Progress Fire Company	-466.66
TOTAL					-466.66
Bill Pmt -Check	709862	05/30/2023	Penn Pest, LLC.	1008000 - Checking Account	
Bill	48715	05/11/2023		411541 - Progress Fire Company	-70.00
TOTAL					-70.00
Bill Pmt -Check	709863	05/30/2023	PP&L Electric Utilities	1008000 - Checking Account	
Bill	6289516003	04/21/2023		411541 - Progress Fire Company	-895.65
				411540 - Edgemont Fire Company	-255.47
				411542 - Rescue Fire Company	-341.91
TOTAL					-1,493.03
Bill Pmt -Check	709864	05/30/2023	Rescue Fire Company	1008000 - Checking Account	
Bill	3312023	03/31/2023		411500 - Recruitment and Retention	-10,630.00
Bill	3312023a	03/31/2023		411542 - Rescue Fire Company	-858.00
TOTAL					-11,488.00
Bill Pmt -Check	709865	05/30/2023	Suez	1008000 - Checking Account	
Bill	201770221711	04/27/2023		411542 - Rescue Fire Company	-284.58
Bill	206833720000	04/27/2023		411542 - Rescue Fire Company	-91.79
Bill	208601030000	04/27/2023		411363 - Fire Hydrants	-9,805.24
Bill	208568920000	04/27/2023		411542 - Rescue Fire Company	-131.84
Bill	209367030000	05/08/2023		411540 - Edgemont Fire Company	-120.69
TOTAL					-10,434.14
Bill Pmt -Check	709866	05/30/2023	Turner Hydraulics	1008000 - Checking Account	
Bill	183999	03/03/2023		411375 - Vehicle Expenses- Shop 84	-100.00
TOTAL					-100.00
Bill Pmt -Check	709867	05/30/2023	UGI Utilities	1008000 - Checking Account	
Bill	411000928696	05/05/2023		411542 - Rescue Fire Company	-82.45
Bill	411000375294	05/11/2023		411540 - Edgemont Fire Company	-83.25
Bill	411001602811	05/12/2023		411542 - Rescue Fire Company	-51.71
Bill	411002074580	05/12/2023		411541 - Progress Fire Company	-125.83
TOTAL					-343.24
Bill Pmt -Check	709868	05/30/2023	US Bancorp.	1008000 - Checking Account	
Bill	500493861	05/01/2023		471004 - US Bank Fire Apparatus	-303,962.65
				472004 - US Bank Fire Apparatus	-44,149.04
TOTAL					-348,111.69
Bill Pmt -Check	709869	05/30/2023	Verizon - Lehigh Valley	1008000 - Checking Account	

Susquehanna Township Fire Protection Fund

Check Detail

May 9 through June 5, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill	450771949000104	04/18/2023		411542 · Rescue Fire Company	-148.73
TOTAL					-148.73
Bill Pmt -Check	709870	05/30/2023	Verizon Wireless	1008000 · Checking Account	
Bill	9928605965	04/25/2023		411542 · Rescue Fire Company	-252.67
Bill	9931678360	05/03/2023		411541 · Progress Fire Company	-162.12
TOTAL					-414.79
Bill Pmt -Check	709871	05/30/2023	Comcast	1008000 · Checking Account	
Bill	8993110580181328	04/16/2023		411542 · Rescue Fire Company	-114.85
TOTAL					-114.85

5:33 PM

Susquehanna Township - Developers Recreation Fund

06/05/23

Check Detail

May 9 through June 5, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	1186	05/30/2023	Graphtech	1008000 · Centric Checking	
Bill	153314	03/14/2023		408100 · Wedgewood Master Plan	-383.13
TOTAL					-383.13
Bill Pmt -Check	1187	05/30/2023	HRG Inc Consulting Engineers	1008000 · Centric Checking	
Bill	170507	05/10/2023		4200020 · Boyd Park Project	-1,494.50
Bill	170509	05/10/2023		4200040 · Edgemont Park Upgrades	-3,387.26
Bill	170512	05/10/2023		4200000 · Crown Point Park	-1,216.50
TOTAL					-6,098.26
Bill Pmt -Check	1188	05/30/2023	Middle Dept Inspection Agency	1008000 · Centric Checking	
Bill	202251045	01/16/2023		451314 · Engineering Fees - Boyd Park	-70.00
TOTAL					-70.00
Bill Pmt -Check	1189	05/30/2023	The Flying Locksmiths	1008000 · Centric Checking	
Bill	471526993	05/02/2023		4100000 · Capital Improvement Rec	-11,422.00
TOTAL					-11,422.00
Bill Pmt -Check	1190	05/30/2023	YSM Landscape Architects	1008000 · Centric Checking	
Bill	7164	04/06/2023		408100 · Wedgewood Master Plan	-3,633.18
Bill	7204	05/05/2023		408100 · Wedgewood Master Plan	-3,951.56
TOTAL					-7,584.74

June 2, 2023

To: David Pribulka, Township Manager

From: Doug Knauss, Parks and Recreation Director

RE: Seasonal Summer Playground and Day Camp Staff

Please see below the list of Seasonal Summer Staff for Day Camp and Playgrounds.

Giuseppe Pappalardo	\$11
Eleana Rijo	\$11.50
Taylor Tindale	\$11.50
Ava Powell	\$11.50
Jordan Bowser	\$11.50
Alyssa Conner	\$11.50
Jasmine Wilson	\$13.00
Xavier Johnson	\$11.50
Kristina Kelchner	\$13.00
Caleb Calderon	\$11.50
Mikey Thieblemont	\$12.00
Zoe London	\$12.00
Tiara Turner	\$13.00
Adetola Adeniyi	\$12.00
Josiah Seeto	\$13.00
Grady Bechtel	\$12.00
Larry Thompson	\$14.00
Alexis Kern	\$15.00
Nick Shiffler	\$20.00
Bryan Stovall	\$22.50



Susquehanna TOWNSHIP

1900 Linglestown Road | Harrisburg, PA 17110

Phone 717.545.4751 | Fax 717.540.4298

susquehannatwp.com

MEMORANDUM

Date: June 8, 2023

To: Susquehanna Township Board of Commissioners

From: David Pribulka, Township Manager

Re: Street Light Request – Penn Street

Staff received a request from a resident of Montrose Street in Ward I for a streetlight on Penn Street behind the requestor's property. There is presently one streetlight on Penn Street, and the placement of an additional light would better illuminate the alleyway.

Section 2080.2 of the Pennsylvania First Class Township Code authorizes the Board of Commissioners to provide streetlighting as it deems to be in the best interests of the Township. Staff conducted a field view to determine the appropriate style and placement of a new streetlight. Staff is recommending the Board authorize the installation of one (1) "cobrahead" style 100W High Pressure Sodium streetlight mounted to a pole in the vicinity of the area designated on the attached aerial photo. The Township has no "up front" cost to install the light, and would pay on a rate tariff established by PP&L. The cost for the proposed light is \$13.674 per month, plus an estimated \$6.235 per month for utility service, pending supply rates and a ten-year agreement is required for streetlight operation and maintenance.



Susquehanna TOWNSHIP

1900 Linglestown Road | Harrisburg, PA 17110

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susquehannatwp.com

MEMORANDUM

Date: June 8, 2023

To: Susquehanna Township Board of Commissioners

From: David Pribulka, Township Manager

Re: Street Light Request – Hickory Avenue and Chestnut Avenue

Staff received a request from a resident in Ward 6 for a streetlight on Hickory Avenue in the vicinity of the requestor's property. Sergeant Wilson investigated the request and submitted a recommendation to Public Safety Director Martin for the placement of two streetlights in the area. The recommendation has been provided with this memorandum.

Section 2080.2 of the Pennsylvania First Class Township Code authorizes the Board of Commissioners to provide streetlighting as it deems to be in the best interests of the Township. Staff conducted a field view to determine the appropriate style and placement of a new streetlight at each location. Staff is recommending the Board authorize the installation of two (2) "cobrahead" style 70W LED streetlights mounted to poles in the vicinity of the area designated on the attached aerial photo. The Township has no "up front" cost to install the lights, and would pay on a rate tariff established by PP&L. The cost for the proposed lights is \$14.240 per month per light, plus an estimated \$3.799 per month for utility service, pending supply rates. A ten-year agreement is required for streetlight operation and maintenance.



From: [Martin, Robert](#)
To: [David Pribulka](#)
Subject: FW: PP&L Lighting Request
Date: Monday, May 15, 2023 10:05:09 AM

Dave, see below on street lighting, if you can forward to PP&L. Thanks

In reference to the ongoing littering occurring at [REDACTED] Linn St ([REDACTED]) [REDACTED] mentioned was how dark the area is around her house at night. I believe if PP&L were to add lights on their utility poles this would help deter crime in the area at night. I checked the area and found utility poles that could use lighting.

The rear of 6 Linn St – Pole Number 25558/S34965

The rear of 3737 Walnut St – Pole Number 25544/S34977

In the past I believe the Chief had a contact with PP&L that could assist with street lighting. I would appreciate it if you could forward to him for consideration.

Respectfully,
Sgt. Wilson



Susquehanna TOWNSHIP

1900 Linglestown Road | Harrisburg, PA 17110

Phone 717.545.4751 | Fax 717.540.4298

susquehannatwp.com

Memo: 2023/2024 Dauphin County Local Share Gaming Grant Co-Sponsorship Guidelines

Date: June 8, 2023

To: All Known Potential Applicants

CC: Susquehanna Township Board of Commissioners
Betsy Logan, Assistant Township Manager

From: David Pribulka, Township Manager

This memorandum is being provided to you because you have inquired about or previously applied for co-sponsorship by Susquehanna Township for the Dauphin County Local Share (Gaming) Grant. For consideration, the Board of Commissioners requires all applicants to attend its July 13th Regular Meeting scheduled to begin at 6:30 p.m. in the Pincus Room of the Susquehanna Township Municipal Building. The application should include a cover letter and written narrative provided to my attention *no later* than 5:00 p.m. on Wednesday, July 5th, addressing the following items:

- The purpose of the grant;
- The location where the funds would be used if the funding is being sought to acquire, repair or improve physical infrastructure or a building;
- If the funding being sought is for equipment, where the equipment will most commonly be stored;
- A description of the project including justification of the need to be met and how the funds will help meet that need;
- A project budget including the cost of the project, an explanation as to how the cost was determined, disclosure of the amount of grant funding being requested, and the source and amount of any matching or other funds;
- An explanation of how the grant would impact the citizens of Susquehanna Township; and
- A description of the applicant's relationship to Susquehanna Township and its citizenry.

While it is not required that the candidate project be located in Susquehanna Township, the reason for requesting Susquehanna Township co-sponsor a project outside the municipal boundaries, rather than the request being addressed to the host municipality, should be developed in the narrative and presentation.

If you intend to have a presentation, please plan to bring a digital copy on a thumb drive or email a copy to my attention to present on screen. If you are unable to provide a digital copy, please provide a minimum of 10 copies of your slides to distribute to the Township Manager and Board of Commissioners prior to the meeting.

Thank you for your interest in requesting the Susquehanna Township Board of Commissioners co-sponsor your project. Please do not hesitate to contact me by email at dpribulka@susquehannatwp.com or by phone at (717) 545-4751 if you have any questions regarding this memorandum or the grant process. More information on the grant may also be found on the Dauphin County Gaming Advisory Board website at <https://www.dauphincounty.gov/government/support-services/community-and-economic-development/industrial-development-authority/gaming-advisory-board>. Please note that it is imperative that you submit your application material to me *no later than* 5:00 p.m. on Wednesday, July 5th. Applications received after the deadline will not be accepted.

Sincerely,
Susquehanna Township



David Pribulka
Township Manager

Dauphin County Local Share Municipal Grant Criteria 2023-24 Grant Cycle

The Dauphin County Gaming Advisory Board has established the criteria by which all applications seeking a Local Share Municipal Grant will be recommended to the Dauphin County Board of Commissioners. The goal is to ensure consistency during the review process. Please note that the points under each criterion are the maximum amount of points that can be awarded.

This summary is intended to serve as a starting point for evaluating projects. In formulating recommendations, the Gaming Advisory Board will not be limited to strict mathematical calculations. Each criterion is briefly described in the matrix below and assigned a point total. Point totals are provided to indicate the level of significance ascribed to each criterion, and not for literal application. It is not expected that a project will earn points for every criterion.

Please note that priority will be given to infrastructure projects, inter-governmental projects, those that leverage outside investment in Dauphin County, and projects that are ready to proceed and require a share of local gaming funds for completion.

LOCAL SHARE – SCORING MATRIX

LOCATION

A primary eligible municipality must be established. The applicant must provide a clear case for selecting its application and indicate the level of municipal support for each project for which a grant application is submitted.

- Dauphin County, East Hanover Township and municipalities contiguous to East Hanover Township and located in Dauphin County, identified as Derry Township, Middle Paxton Township, Rush Township, South Hanover Township and West Hanover Township. 10 POINTS
- Municipalities that are non-contiguous with East Hanover Township and located within Dauphin County. 7 POINTS

CATEGORIES

Proposed projects must fall within at least one of the qualifying categories identified below. Projects may qualify or earn points under multiple categories.

- Infrastructure and Facilities Improvements. Projects in this category include, but are not limited to, those that support the development, improvement, expansion and/or rehabilitation of facilities, buildings, roads, bridges, and water, sewer, energy or other utility facilities. Projects in this category may also include those that promote the deployment of broadband and/or fiber optic services in the

county, particularly in underserved areas; enhance access to computer technologies and reduce the digital divide; promote the development and deployment of renewable energy technologies and resources, as well as industries and business related thereto; facilitate the development of technology parks and corridors; support the development of next generation communication networks and WiFi networks; and foster the creation and expansion of technology businesses. 15 POINTS

- Transportation. Projects in this category include, but are not limited to, those that improve access to airport or intermodal freight facilities; assist in tourism/recreation travel within reasonable proximity of the licensed facility; enhance freight movement; develop, sustain or expand air transportation and regional transportation centers; improve mobility to job centers; improve bridge and roadway conditions; reduce accidents; improve traffic signalization; reduce vehicle speeds or traffic volumes (especially in areas with high potential for pedestrian and bicycle activity); eliminate conflicts between bike/pedestrian and other traffic; reduce travel time; relieve congestion; increase access to bus and train stations; add frequency and service of bus/transit/rail and bicycle and pedestrian facilities; and make highway and public transportation investments that use context sensitive design to improve existing developed areas and attract residents and visitors. 15 POINTS
- Emergency Services, Health and Public Safety. Projects in this category include, but are not limited to, those that support police departments, fire departments, emergency management services, health care providers and hospitals, hazmat teams, explosives or special units, and other first responders serving the licensed facility, surrounding communities and points of ingress and egress thereto; provide or support community crime prevention services and programs; and enhance the use, deployment and accessibility of automated external defibrillators (AEDs). Such projects may include efforts to improve equipment, facilities, and access to services. Projects under this category also include the creation of well-designed developments and walkable, livable neighborhoods that offer safe and healthy lifestyle opportunities. 15 POINTS
- Public Interest Initiatives. Projects in this category include, but are not limited to, those that reuse and redevelop “brownfield,” industrial and previously developed sites in urban, suburban and rural communities; support the preservation, enhancement, conservation, rehabilitation, restoration or reconstruction of historic buildings and neighborhoods for compatible contemporary uses; maintain and improve recreational, heritage and natural assets, resources and infrastructure, including parks, athletic fields (with priority for those with public use access and/or a community use plan), greenways, historic sites, fishing and boating assets, museums, and performing arts assets; promote “greenfield” and traditional neighborhood development that is compact, conserves land, is consistent with local and regional planning goals and ordinances, and is integrated with existing or planned schools, transportation, and water and sewer services; and conserve or

restore environmentally sensitive lands, waters and natural areas for ecological health, biodiversity and wildlife habitat. 15 POINTS

- Human Services, especially services related to gaming addictions. The category also includes services that offer a comprehensive approach for addressing addiction generally, services assisting low income and impoverished persons, services related to the prevention of the abuse of women or children, services related to the collection of child support, services focused on youth development and welfare, services directed at senior citizens, and social services related to or necessitated by residential or commercial development resulting from or related to the licensed facility. Projects involving this category may include costs associated with the delivery of services, as well as facilities, transportation, and other related needs. 10 POINTS

PENN NATIONAL

- Applicants seeking funding from Grant Pool 1 (*see* Dauphin County Local Share Municipal Grant Program Guidelines/May 2023 at Sections I and III) must provide information or documentation on how the proposed project, or its costs, use or need, is associated with or a result of Hollywood Casino at Penn National Racecourse. 25 POINTS
- Applicants seeking funding from Grant Pool 2 for projects that promote health, safety, transportation or the public interest have shown that the proposed project has a connection with, or is a result of, Hollywood Casino at Penn National Racecourse. 15 POINTS

PUBLIC NEED

- The application provides a narrative on what the existing conditions are in the host community, how the proposed project will provide a positive impact and improve the host community. 10 POINTS

BUDGET

- The application provides a detailed budget, including all sources and uses of funds, for the project from start to finish, including multiple project phases if applicable, and highlights how the gaming funds will help provide a critical financial role. The application also provides cost estimates for the project, preferably from the local municipal engineer if applicable. 10 POINTS

LEVERAGING OF GAMING FUNDS

- The application provides a detailed list of funds, other than gaming funds that will be or have been associated with this project. The application identifies other grant and/or loan funds that have been or will be received or for which applications are

pending. Projects with a substantial amount of funds from other sources will be given strong consideration. 10 POINTS

TIMELINE

- The grant agreement will require that work must be initiated on all winning projects within ONE YEAR of the grant award (on or about March 1, 2024). The application provides a detailed timeline of the project and demonstrates the ability to comply with the timeline requirement. 10 POINTS

LOCAL PLANNING

- The application provides a description of how the project follows, or is consistent with, a local comprehensive plan (compliance with local comprehensive plans will play a key role in the evaluation of the project) and/or a regional/county comprehensive plan. 10 POINTS

FIRE & EMERGENCY REPORTING AND PLANNING

- An application seeking funding for a fire or emergency services related project is consistent with the recommendations and findings of the Comprehensive Review of Fire and Emergency Services Resources. 15 POINTS
- If the applicant seeks funding to support a fire company, the applicant has provided adequate proof of appropriate and consistent use of PennFIRS. 5 POINTS

COMMUNITY SUPPORT

- The application includes letters of support from federal, state and local officials, as well as from community organizations, agencies, businesses and citizens. Editorials or news articles may also be considered. 5 POINTS
- An application submitted by a non-municipal applicant shows the applicant has cultivated a strong relationship with the municipal sponsor or co-applicant. 5 POINTS

EXPERT ANALYSIS

- If applicable, the application provides professional or expert studies, analyses or supporting documentation related to the project or its need, uses, or costs. (Examples include preliminary studies done by engineers, architects or any other professionals supporting the need, uses and costs of the project). 5 POINTS

PRE-APPLICATION CONFERENCE

- The applicant has participated in a pre-application conference with program consultants and/or staff for the Dauphin County Gaming Advisory Board prior to August 1, 2023. 25 POINTS

- The applicant has participated in a pre-application conference with program consultants and/or staff for the Dauphin County Gaming Advisory Board on or after August 1, 2023. 10 POINTS