



Susquehanna

TOWNSHIP

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Susquehanna Township Board of Commissioners

Regular Meeting Agenda

July 13, 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. June 8, 2023 – Board of Commissioners Regular Meeting
 - 2. June 22, 2023 - Board of Commissioners Workshop Meeting
- F. RECOGNITIONS AND PRESENTATIONS
 - 1. **2023/2024 DAUPHIN COUNTY LOCAL SHARE GRANT PROGRAM - CO-SPONSORSHIP REQUEST PRESENTATIONS**

David Pribulka, Township Manager

Narrative

Provided with the agenda are copies of material submitted by applicants seeking co-sponsorship from the Board of Commissioners for a Dauphin County Local Share Grant. Per the program guidelines, non-municipal applicants may seek sponsorship by an eligible non-contiguous municipality for certain qualifying projects. As in the prior cycles, the Board has requested narratives from applicants demonstrating the subject projects' compliance with the established program guidelines. Also provided with the agenda is a copy of a memorandum distributed to applicants seeking co-sponsorship summarizing the guidelines for consideration. These requests may be moved by the Board individually or as a slate.

Recommended motion: That the Board of Commissioners approve the requests for co-sponsor from non-municipal applicants for the 2023/2024 Dauphin County Local Share Grant Program.

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)
10. School Board (Pyne/Williams)
11. Authority (Napper/Pribulka)
12. Shade Tree (Pyne/Rebarchak)
13. Communications
(Williams/Rothrock/Pyne)
14. Human Relations (Hisiro/Faylona)
15. Parks & Recreation (Faylona/Hisiro)

H. BIDS AND AGREEMENTS

1. AUTHORIZATION TO PURCHASE TWO NEW DUMP BEDS FOR PUBLIC WORKS

Nate Bragunier, Director of Public Works

Narrative

Provided with the agenda is a quote from U.S. Municipal for the purchase of two dump beds for the Public Works Department. The cost is \$90,660 per bed, or a total of \$181,320. Funds to purchase the equipment are appropriated in the ARPA Fund and the Capital Improvement Fund, and the proposal is under budget. U.S. Municipal is a COSTARS vendor and pricing has been obtained through state contract.

Recommended motion: That the Board of Commissioners approve the purchase of two new dump beds from U.S. Municipal for a total amount of \$181,320.

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

1. RESOLUTION 2023-R-20 A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA RATIFYING A SIDE LETTER AGREEMENT WITH THE SUSQUEHANNA TOWNSHIP POLICE ASSOCIATION TO ESTABLISH A RECRUITMENT INCENTIVE FOR NEWLY HIRED OFFICERS

David Pribulka, Township Manager

Narrative

Provided with the agenda is a copy of a resolution approving a Side Letter Agreement with the Susquehanna Township Police Association establishing a recruitment incentive for newly hired officers. If approved, the Agreement would be a “window benefit” that would be retroactive to January 1, 2023, and be in effect for one year subject to annual renewal by mutual agreement. The agreement would expire at the end of the current term of the Collective Bargaining Agreement, or December 31, 2025. Staff is recommending approval of the agreement to assist the Department in its effort to recruit top-tier candidates to fill current and future vacancies.

Recommended motion: That the Board of Commissioners adopt the resolution ratifying a Side Letter Agreement with the Susquehanna Township Police Association for the establishment a recruitment incentive.

J. STAFF REPORTS

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|---------------------------------------|-------------------------|
| 1. Township Manager | 4. Public Works |
| 2. Public Safety/Police | 5. Engineering |
| 3. Community and Economic Development | 6. Solicitor |
| | 7. Parks and Recreation |

K. OLD BUSINESS

L. NEW BUSINESS

1. CONSENT AGENDA

- a. Statement of Bills Paid
- b. Financial Security Reduction – Susquehanna Union Green Traffic Signal (\$70,000)
- c. Tree Pruning Proposal – Shutt Mill Park

2. 2023/2024 DAUPHIN COUNTY LOCAL SHARE GRANT PROGRAM – MUNICIPAL SPONSORSHIP REQUESTS

David Pribulka, Township Manager

Narrative

As discussed earlier in the agenda, Dauphin County has announced the 2023 application period for the Local Share Grant Program. The grant program is funded by proceeds from casino gaming revenue, and is typically earmarked for the county, host municipality, and contiguous municipalities. Dauphin County has developed their program to include non-contiguous municipalities to be eligible for a portion of the funds provided they are sponsored by an eligible applicant. Historically, the County, itself, has been the co-sponsor of projects for non-contiguous municipalities.

Staff has developed a list of requests for consideration to be considered by the Board for inclusion in the 2023 application cycle. They include \$150,000 to continue the design and evaluation of a new Progress Fire Station; b) \$50,000 for sidewalk installation in front of the municipal building; and c) \$50,000 for the Phase I development of Wedgewood Hills Park. Provided with the agenda is a memorandum from David Pribulka, Township Manager, further summarizing these requests. These costs are preliminary estimates and would need to be refined prior to the application deadline. It is likely that some local match would be required to complete the requested projects. If authorized, the Manager will prepare a sponsorship request letter for Dauphin County in advance of the September 1st deadline.

Recommended motion: That the Board of Commissioners direct the Township Manager to submit a sponsorship request letter to Dauphin County for the projects outlined in the Township Manager's memorandum dated July 13, 2023.

3. ACCEPTANCE OF THE RESIGNATION OF 5TH WARD COMMISSIONER TOM PYNE

Frank Lynch, President, Board of Commissioners

Narrative

Provided with the agenda is a letter from 5th Ward Commissioner Tom Pyne announcing his resignation from the Board of Commissioners effective July 26th. Per Section 530 of the First Class Township Code, a vacancy in office shall be created on the date the resignation is accepted by the Board of Commissioners or the effective date of the tendered resignation. The Board will have thirty (30) days to appoint a Commissioner who will serve until the next municipal election, or December 31, 2023. The appointed Commissioner will need to be eligible per the guidelines in the First Class Township Code. Should the Board fail to agree on a replacement, the Township's Vacancy Board will have fifteen (15) days to make an appointment, or a petition for appointment will be filed with the Dauphin County Court of Common Pleas.

Staff is recommending that the Board accept Commissioner Pyne's resignation with regrets effective July 26th and announce an application period for qualified candidates to be appointed for the remainder of the term. Candidates would be presented to the Board for consideration of appointment at the July 27th Workshop Meeting.

Staff recommendation: That the Board of Commissioners accept the resignation of Commissioner Tom Pyne effective July 26, 2023.

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.