



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

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

MINUTES

**SUSQUEHANNA TOWNSHIP
BOARD OF COMMISSIONERS**

**REGULAR MEETING
JUNE 8, 2023**

REGULAR MEETING:

Vice President Napper called to order the Regular Meeting of the Susquehanna Township Board of Commissioners on Thursday, June 8, 2023, at 6:36 PM.

EXECUTIVE SESSIONS:

Vice President Napper informed those in attendance that an Executive Session occurred prior to this meeting where personnel, litigation, and real estate matters were discussed.

ROLL CALL:

COMMISSIONERS:

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

TOWNSHIP PERSONNEL:

David Pribulka – Secretary-Manager
Morgan Madden, Esq. – Township Solicitor
Betsy Logan – Assistant Township Manager
Alex Greenly, P.E. – Township Engineer
Nathan Bragunier – Director of Public Works
Kathy Fry, Executive Assistant

OTHERS IN ATTENDANCE:

Anil P. Jivani, Tim Arate, Donald Uleau, Jesse Tomkiewicz, Abigail Couforti Barnett, Sheila O’Rourke, Richard Norford, and Kathy Seig

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE:

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

PETITIONS, COMPLAINTS, SUGGESTIONS FROM CITIZENS:

Donald Uleau, 3812 Locust Lane was in attendance to voice his concerns with the recent settlement agreement approved by the Zoning Hearing Board and on this evening’s agenda for approval by the Board of Commissioners. He stated that he felt that this agreement was done too quickly and was only meant to save money.

Jesse Tomkiewicz, 2464 Magnolia Terrace, was in attendance to again voice his concern with the Police Department's Program "Operation Vigilant Protector". He noted that his vehicle has now been posted with a blue card twice by the Police Department at two separate locations. He feels that this is an invasion of privacy, and it puts a "notice" on his vehicle for anyone to see.

APPROVAL OF MINUTES

Commissioner Engle moved to approve the May 24, 2023, Board of Commissioners Workshop Meeting Minutes. The motion was seconded by Commissioner Faylona and then unanimously approved.

RECOGNITIONS AND PRESENTATIONS:

No Recognitions or Presentations occurred at this meeting.

REPORTS OF COMMITTEES

1. Building & Grounds – Commissioner Rothrock that the monument sign is now installed and functional at the Administration Building entrance.

Manager Pribulka noted that there are a few punch list items that still need to be addressed regarding the office renovation.

2. Budget, Finance, Insurance & Pension – No report was given, but Manager Pribulka is anticipating receiving the 2022 audit very soon.

3. Public Works – No Report

4. Health & Sanitation – Commissioner Rebarchak that the Yard Waste pickups will occur on June 10th and 17th.

5. Administration & Personnel – No Report

6. Police – No Report

7. Fire, EMS, EMA – No Report

8. Recreation – Commissioner Faylona reported that the first Greenbelt Bikeway and Pedestrian Meeting was held on June 1st. He also noted that sixteen Township staff members participated in the Tour-de-Belt on June 4th.

9. Planning & Zoning – Commissioner Rothrock reported that the Planning Commission meeting that was scheduled for May 22, 2023, was cancelled due to a lack of quorum. A Special Planning Commission meeting was held on June 5th. At this meeting a waiver of the Land and Development process for the installation of two modular classroom units was discussed and then recommended for approval by the Board of Commissioners.

He also reported that a Zoning Hearing Board was held on June 7, 2023, with two items on the agenda. At this meeting, the proposed settlement agreement for 3801 Walnut Street, Walnut Enterprise, LP was discussed and then approved. They then heard the variance request for fencing at 1400 Hagy Way. This variance request was granted.

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 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 THE RESOLUTION.

Assistant Manager Logan started her report with a clarification on this agreement. She noted that this was a three-party agreement, and not negotiated by the Solicitor. This agreement was made to improve the request for the increase in the side direct setbacks for the sign and to decrease the size of the signs in lieu of the potential to lose the appeal from the Zoning Hearing Board. She noted that the Zoning Hearing Board approved this settlement agreement at their meeting last night.

Commissioner Engle moved 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. The motion was seconded by Commissioner Pyne and then unanimously approved.

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 GREEN BELT ASSOCIATION FOR THE MAINTENANCE, PROGRAMMING, AND CAPITAL IMPROVEMENTS TO THE CAPITAL AREA GREENBELT.

Parks & Recreation Director Knauss reported that this agreement has been reviewed by the Board at their May 11, 2023, meeting. This agreement is a way to identify required maintenance and larger capital needs in the future and establishes what support CAGA can give to the Township in its efforts to maintain the trail.

Commissioner Hisiro moved 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. The motion was seconded by Commissioner Faylona and then unanimously approved.

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

Assistant Manager Logan reported that The Susquehanna Township School District is requesting a waiver from Land Development so that two additional temporary modular buildings can be placed at the Thomas Holtzman Elementary School. This additional classroom space will reduce student density and improve student to teacher ratios. The Board of Commissioners was provided with copies of the waiver request

letter, staff reviews and recommendations, and a rendering showing the placement of the new modular units. She also stated that the Planning Commission held a special meeting on June 5th and recommended conditional approval of this waiver by the Board of Commissioners.

Assistant Manager Logan then read into the record the conditions recommended for approval by the Planning Commission and the Township's Zoning Administrator:

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.

Assistant Manager Logan noted that this was a requirement in 2019 when the first two modulars were installed and it did not occur.

2. Street trees are provided in accordance with the approved agreement and planning exhibit within 12 months of the issuance of a Certificate of Occupancy.

Assistant Manager Logan noted that this was also part of the agreement in 2019 and did not occur.

3. Financial Security is provided to ensure the timely and proper installation of onsite 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.

Commissioner Pyne moved 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. The motion was seconded by Commissioner Hisiro and then unanimously approved.

REPORTS

1. Township Manager – Manager Pribulka stated that his report was provided to the Board in their packets. He highlighted the bids opened for the 2023 Road Paving Projects. The awarding of the bid for this project is tentatively scheduled for the June 22nd meeting.

The work has begun on the Paxton Church Road Stabilization Project. Detours will begin on June 12th and the road will be closed to all traffic excluding local traffic and deliveries.

The Susquehanna Township Authority met on June 6th where they received an update of the 2023 Road Projects, a sewage exemption from Holtzman Elementary School, a request to consider an award of engineering services to conduct an Act 537 Plan Special Study for the Fox Run Pump Station, and the capital contract for the Asylum Run Drainage Basin improvements.

2. Public Safety/Police – No Report

3. Community and Economic Development – This report was included in the Board of Commissioners packet.

4. Public Works – Nathan Bragunier, Director of Public Works gave a presentation of the Traffic Calming Concepts for the Wood Street area between Union Deposit Road and Locust Lane that were discussed recently with the Local Technical Assistance Program (LTAP).
5. Engineer – This report was included in the Board of Commissioners packet.
6. Solicitor – No Report
7. School Board – Commissioner Pyne reported that the Susquehanna Township High School Graduation Ceremony is occurring this evening.
8. Authority – No Report
9. Shade Tree – No Report
10. Communications – No Report
11. Human Relations Commission – No Report
12. Parks & Recreation – No Report

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.

Commissioner Engle moved that the Board of Commissioners approve the items listed on the Consent Agenda. The motion was seconded by Commissioner Pyne and then unanimously approved.

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

Manager Pribulka informed the Board of Commissioners that the Township currently has a contract with IGS for all electricity accounts not covered by the Solar Power Services Agreement (PSA). Under this contract, the Township uses PP&L as its supplier to receive a net meter credit to offset costs based on solar output. For all other accounts, the contract expires on December 31, 2023. These accounts include the Progress Fire Company, Public Safety Building, streetlights, certain parks, and traffic lights. He noted that terms are available for 12 to 48 months and he is recommending that the Township contract with Constellation Energy for electricity.

Commissioner Pyne moved that the Board of Commissioners authorize the Township Manager to execute a contract with Constellation Energy for a term of 36 months for electricity supply for certain municipal accounts. The motion was seconded by Commissioner Hisiro.

Commissioner Hisiro confirmed with Manager Pribulka that there were no early termination fees, and the Township would be able to shop for electricity suppliers during this contract.

The motion was then approved by a unanimous vote.

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

Manager Pribulka stated that he has been approached regarding co-sponsorship requests for the local share grant process. He is requesting approval for the application period to end on July 5th at 5:00 p.m. to allow for adequate time to prepare the Board's meeting on 13th.

Commissioner Rothrock moved 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. The motion was seconded by Commissioner Faylona and then unanimously approved.

COMMISSIONERS COMMENTS

Commissioner Hisiro clarified how Reports of Committees and Township Staff Reports are to be given.

Commissioner Pyne remarked on the settlement agreement and how compromise will leave some people unhappy. He commended staff on their work on this agreement. Commissioner Rothrock agreed with Commissioner Pyne and noted that going into litigation does not mean you will always win.

ADJOURNMENT

Commissioner Hisiro moved to adjourn the Board of Commissioners meeting. The motion was seconded by Commissioner Faylona.

The motion was approved with a unanimous vote and the meeting concluded at 7:44 P.M.

Signed

David Pribulka
Secretary-Manager

MINUTES

**SUSQUEHANNA TOWNSHIP
BOARD OF COMMISSIONERS**

**WORKSHOP MEETING
JUNE 22, 2023**

WORKSHOP MEETING:

President Lynch called to order the Workshop Meeting of the Susquehanna Township Board of Commissioners on Thursday, June 22, 2023, at 7:12 PM.

ROLL CALL:

COMMISSIONERS:

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

TOWNSHIP PERSONNEL:

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

OTHERS IN ATTENDANCE:

Jodi Bezanilla

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE:

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

PETITIONS, COMPLAINTS, SUGGESTIONS FROM CITIZENS:

No comments occurred at this meeting.

APPROVAL OF MINUTES:

No Meeting Minutes were available for approval at this meeting.

RECOGNITIONS AND PRESENTATIONS:

1. A PROCLAMATION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA DESIGNATING JULY TO BE PARKS AND RECREATION MONTH IN SUSQUEHANNA TOWNSHIP AND JULY 21ST AS PARKS AND RECREATION DAY

Doug Knauss, Parks & Recreation Director reported that the National Recreation and Park Association (NRPA) has named July as Parks & Recreation month. He noted that the Pennsylvania Parks and Recreation Society (PRPS) worked with the state legislature and proclaimed July 21st as Parks and Recreation Professionals Day. This year’s theme is “Where Community Grows” which celebrates the vital role of parks and recreation professionals in bringing people together, providing essential services, and fostering growth in our community.

Commissioner Rothrock moved that the Board of Commissioners adopt the proclamation designating July to be Parks and Recreation Month and July 21st to be Parks and Recreation Professionals Day in Susquehanna Township. The motion was seconded by Commissioner Hisiro and then unanimously approved.

TRAFFIC STUDY REQUESTS

1. Davis Street Traffic Study (Ward 6)

Manager Pribulka reported that a traffic study request was received from a resident in Ward 6 who has concerns with drivers speeding and going through stop signs in the area around Davis Street. Manager Pribulka requested that this item be tabled due to the water line project that is currently under way in that area.

Commissioner Hisiro moved that the Board of Commissioner table the Traffic Study request for Davis Street until a later date. The motion was seconded by Commissioner Pyne and then unanimously approved.

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

1. RESOLUTION 2023-R-15 A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA, DESIGNATING MID PENN BANK AS THE CENTRAL BANKING DEPOSITORY FOR SUSQUEHANNA TOWNSHIP

Jill Lovett, Finance Director reported that in March of 2023, Requests for Proposals for banking services were issued to twelve banks to identify those banks with the most beneficial services. Six responses were received, and on June 13th, staff met with the Budget & Finance Committee Members to discuss these responses and to subsequently recommend Mid Penn Bank as the central repository for Susquehanna Township. She also noted that Mid Penn Bank maintains the funds for the Susquehanna Township Authority as well.

Commissioner Pyne concurred with the recommendation of the Budget & Finance Committee.

Commissioner Pyne moved that the Board of Commissioners adopt the resolution designating Mid Penn Bank as the central repository for Susquehanna Township. The motion was seconded by Vice President Napper.

President Lynch remarked on the presence of Mid Penn Bank in the Township.

The motion was then unanimously approved.

2. RESOLUTION 2023-R-16 A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA, AUTHORIZING THE TOWNSHIP MANAGER TO EXECUTE A MASTER SERVICES AGREEMENT WITH COMCAST CABLE COMMUNICATIONS MANAGEMENT, LLC FOR DEDICATED FIBER TO THE TOWNSHIP OFFICES AT 1900 LINGLESTOWN ROAD

Manager Pribulka reported that there is a need for increased Internet speeds due to the heightened reliance on cloud-based technology that is used in police cameras, phone service and permitting and code enforcement. He noted that he spoke with both Comcast and Verizon to discuss their rates.

Commissioner Faylona moved that the Board of Commissioners authorize the Township Manager to execute a Master Services Agreement with Comcast for dedicated fiber to the Township offices located at 1900 Linglestown Road. The motion was seconded by Vice President Napper.

Manager Pribulka confirmed that there is currently no fiber service in the Township Building.

The motion was then unanimously approved.

3. RESOLUTION 2023-R-17 A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA AUTHORIZING THE TOWNSHIP MANAGER TO EXECUTE A SERVICE ORDER AGREEMENT WITH COMCAST CABLE COMMUNICATIONS MANAGEMENT, LLC FOR INTERNET SERVICE TO THE TOWNSHIP OFFICES AT 1900 LINGLESTOWN ROAD

Manager Pribulka reported that internet speeds are currently inadequate, and staff have been experiencing voice quality issues with phones. There are currently three internet accounts that will be consolidated and provide for a cost savings to the Township. The speed of the internet service will greatly increase and will provide and upgrade over current bandwidth.

Commissioner Engle moved that the Board of Commissioners adopt the resolution authorizing the Township Manager to execute a Service Order Agreement with Comcast for Internet Service to the Township Offices at 1900 Linglestown Road. The motion was seconded by Vice President Napper and then unanimously approved.

4. RESOLUTION 2023-R-18 A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA, APPOINTING ALTERNATE MEMBERS TO SERVE ON THE SUSQUEHANNA TOWNSHIP PLANNING COMMISSION FOR A TERM ENDING ON DECEMBER 31, 2026

Assistant Manager Logan reported that staff is recommending approval of three alternates to the Planning Commission. The alternates would provide for support to ensure a quorum at the Planning Commission meetings. The recommended appointees are Commissioner Gary Rothrock, Diane Kripas, and Stephen Drachler whose term would expire on December 31, 2026. She noted that alternates are allowed to participate fully in deliberations but may only vote when designated by the Chair in the absence of a quorum.

Commissioner Pyne moved that the Board of Commissioners adopt the resolution appointing Gary Rothrock, Diane Kripas, and Stephen Drachler to serve as Alternate Members of the Planning Commission for a term expiring December 31, 2026. The motion was seconded by Commissioner Faylona.

President Lynch stated that Diane Kripas and Stephen Drachler are private citizens, and this resolution was needed due to absenteeism.

The motion was then unanimously approved.

5. RESOLUTION 2023-R-19 A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY PENNSYLVANIA AUTHORIZING THE PRESIDENT AND SECRETARY TO EXECUTE AN EASEMENT AGREEMENT WITH CAPITAL BLUE CROSS, INC. FOR PROPERTY LOCATED AT 2500 ELMERTON AVENUE (D.C. TAX PARCEL 62-032-068)

Manager Pribulka reported that this easement for \$1.00 consideration for the construction of a turnaround to be used for road construction at the end of Goose Valley Road. The easement is located at 2500 Elmerton Avenue and is owned by Capital Blue Cross.

Commissioner Pyne moved that the Board of Commissioners adopt the resolution authorizing the President and Secretary to execute an easement agreement with Capital Blue Cross, Inc. for property located at 2500 Elmerton Avenue. The motion was seconded by Vice President Napper.

Solicitor Miller suggested that the legal fees wording should be removed from the resolution.

The motion was then unanimously approved.

6. AWARD OF CONTRACT - 2023 C2ST-ROAD PROJECTS

Alex Greenly, Engineer reported that the base bid segments for the road projects include segments of Valley Road, Goose Valley Road, Crooked Hill Road, and Rose Hill Road. He noted that several alternates were included in the bid packaging with two different methodologies for paving Locust Lane, the Goose Valley turnaround, and Maple Shade paving and shoulder work.

Commissioner Hisiro moved that the Board of Commissioners award Contract 2023-C2ST, Road Projects including Alternates #1, 2, and 4 to Construction Master Services, LLC in an amount of \$954,119.50. The motion was seconded by Commissioner Faylona.

Manager Pribulka noted that the Maple Shade area will be done as part of the Authority's project. The Authority will be asked to provide consent for this contract and their obligation will be \$121,000.

The motion was then unanimously approved.

7. AWARD OF CONTRACT- 2023 P2ST – EDGEMONT PARK ADA UPGRADES

Director Knauss reported that a ramp from the parking lot to the playground at Edgemont Park needs to be installed to make it ADA accessible. This item has gone out to bid and seven responses were received. Kinsley Construction Sitework was the low bidder on the project which came in over budget by \$25,000 due to the increased cost of the metal for the handrail.

Commissioner Hisiro moved that the Board of Commissioners award Contract 2023-P2ST, Edgemont Park ADA Upgrades to Kinsley Construction Sitework in an amount of \$125,200. The motion was seconded by Commissioner Pyne.

Commissioner Pyne commended the Township on their work in making the Township parks ADA accessible.

The motion was then unanimously approved.

8. AWARD OF CONTRACT – 2023 P3ST – VETERANS PARK FENCE REPAIR

Director Knauss reported that the storm that occurred on June 3, 2023, damaged the fencing at the tennis courts located at Veteran’s Park. Parts of the fencing were blown over and footers were lifted out of the ground. The damage claim has been submitted and a quote from Costars vendor Tyson Fence has been received for \$39,890 with a \$1,000 deductible. Additional costs are anticipated for the fencing after the closure of the insurance claim.

Vice President Napper moved that the Board of Commissioners award Contract 2023-P3ST, Veteran’s Park Fence Repair to Tyson Fence Company, Inc. in an amount of \$39,890. The motion was seconded by Commissioner Engle and then unanimously approved.

9. AWARD OF CONTRACT – 2023 C3ST – THERMOPLASTIC

Travis Mease, Operation Manager for Public Works gave an overview of the annual line painting bid solicitation received from The Capital Region Council of Government. He noted that Liquid Fuels funds will be used to pay for this contract.

Commissioner Engle moved that the Board of Commissioners award Contract 2023-C3ST, Thermoplastic to Alpha Space Control, LLC in an amount of \$55,768. The motion was then seconded by Commissioner Pyne and then unanimously approved.

10. ORDINANCE AMENDMENT DISCUSSION – CHAPTER 16, PARKS AND RECREATION

Director Knauss reported that several edits to the current ordinance have been identified. These edits include the rules and penalties. He noted that he hopes to have the changes ready for review in a few months.

Commissioner Pyne moved that the Board of Commissioners direct staff to draft an ordinance amendment to Chapter 16, Parks and Recreation and refer the draft to the Recreation Advisory Committee for review and a recommendation. The motion was seconded by Commissioner Hisiro and then unanimously approved.

11. NEW AGENDA ITEM: CIVIL SERVICE LIST

President Lynch opened the floor for public comment. No comment was received from the public.

Commissioner Engle moved that the Board of Commissioner approve the Civil Service List. The motion was seconded by Commissioner Pyne and then unanimously approved.

CONSENT AGENDA

1. Building Renovation Project – Pay Application #10 (\$2,947.10)
2. Authorization of new hire in the Susquehanna Township Police Department
3. Bartlett Tree Experts Proposal – Shutt Mill Park Tree Work

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

Commissioner Rothrock commented on the dead trees along the stream. Director Knauss stated that these trees came with a 5-year warranty and will be replanted.

The motion was then unanimously approved.

COMMISSIONER COMMENTS

Commissioner Pyne announced that he would be resigning as the Commissioner of Ward 5 effective July 26, 2023, at 12:00 AM due to moving out of the Township.

He stated that he has greatly enjoyed working with all the Commissioners and staff over the last eleven and a half years. He expressed his gratitude for the friendships with the Commissioner and for the Township staff.

He recognized Fire Marshal Drees and Police Chief Martin for being two of the most outstanding public servants he has ever worked with. He stated that it has been a blessing to be a member of the Board of Commissioners.

President Lynch commented on how much he will be missed and expressed his gratitude for the years they served as Commissioners together.

The acceptance of Commissioner Pyne's resignation will occur at the July 13, 2023, Board of Commissioners regular meeting. The Township will be required to advertise this position and a replacement will need to be chosen within thirty days of the resignation date.

ADJOURNMENT

Commissioner Engle moved to adjourn the Board of Commissioners meeting for June 22, 2023, at 7:55 PM. The motion was seconded by Commissioner Hisiro and then unanimously approved.

Respectfully Submitted,

David Pribulka
Secretary-Manager

DRAFT



922 N 3rd Street
Harrisburg, PA 17102

Request for the Dauphin County Local Share Gaming Grant Co-Sponsorship letter

Martin Harris
Owner of American Designed Technology
922 N 3rd Street
Harrisburg, PA 17102
mharris@adt3ch.com
717-645-1108
06/01/2023

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

Subject: Requesting a Dauphin County Grant Sponsorship letter for Professional & Management Development Training Facility in Susquehanna Township

Dear Mr. Pribulka,

I am writing to you on behalf of the Professional & Management Development Training Facility, a proposed state-of-the-art center that aims to provide quality professional and management training programs in Dauphin County, specifically in Susquehanna Township. We intend to create an impactful space where local individuals and businesses can develop the skills necessary to excel in today's dynamic professional environment.

We seek your support in the form of a grant in the amount of \$75,000 to help facilitate the establishment of this facility. The grant will primarily be utilized for leasing space and acquiring necessary office equipment to ensure the effective delivery of our programs.

Here is a detailed outline of the proposed budget:

1. Leasehold Improvements: \$50,000 (For renovation and improvements of the leased building)
2. Furniture and Equipment: \$20,000 (Desks, chairs, whiteboards, projectors, etc.)
 1. IT Hardware: \$15,000 (Computers, servers, printers, etc.)
 2. Software Licenses: \$5,000 (Learning management system, office software, etc.)
3. Initial Inventory: \$5,000 (Educational materials, stationery, etc.)

Our facility aspires to provide a comprehensive suite of training and development programs, including but not limited to, leadership and management, communication, strategic planning, team building, and technological competency. Our approach is holistic, integrating industry trends, best practices, and leveraging technology to ensure effective learning outcomes.

The establishment of this facility will have a profound impact on the residents of Susquehanna Township. By providing local, accessible, and high-quality professional development resources, we aim to enhance



922 N 3rd Street
Harrisburg, PA 17102

the employability of individuals, boost the productivity of local businesses, and ultimately contribute to the economic vitality of the township.

We firmly believe that investing in the development of human capital is a strategic path to sustainable community growth. With the support of the Susquehanna Township Board of Commissioners, we are confident that this training facility will bring forth immeasurable benefits for the residents, local businesses, and the overall community.

We would be more than happy to discuss further any aspect of our proposal. Your support will be pivotal in turning this vision into reality. Thank you for considering our request.

Sincerely,

Martin Harris
Owner
American Designed Technology



Apex Healthcare Services

"Providing the Care you Want and Deserve"

Attention:
David Pribulka
Susquehanna township Manager



7/5/2023

This letter is in response to the June 8, 2023 memo:

- The purpose of the grant is to purchase 2 fairly used vehicles for employee transportation.

The purchase of 2 fairly used vehicles with warranties will allow us to achieve the objective of positively impacting the lives of residents of Dauphin County. How? We will hire drivers to transport employees to the homes of the the seniors and individuals with disabilities so as to provide them personalized care. This will allow us to fulfil, in part, the vision of Dauphin County services. "To provide exceptional, comprehensive and integrated services across the community."

The expected outcome of this project is as follows:

1. The needs of our Seniors and Individuals with Disabilities will be met in timely manner every day.
 2. Secondly, at least 2 new fulltime employees will be added to our payroll.
 3. Thirdly, we will comply with the mission of Dauphin County Human Services, "to positively impact the lives of our residents in need".
- The vehicles will be used mostly within Susquehanna Township.
 - The vehicles will be mostly parked at Apex office: 3835 Walnut Street, Harrisburg, PA 17109.
 - Purchase of 2 fairly used vehicles. These vehicles will be used to transport employees who do not have means of getting to the clients needing care, light house-keeping, meal preparation, shopping, medication reminder etc. Often this releases a loved one living in the home to go to work at their state or private jobs.

3310 Market Street Suite B
Camp Hill, PA 17011
Phone: 717-412-4154 * Fax: 717-458-4289
Toll Free: 844-890-3200
www.apexhealthcareservicesllc.com



Apex Healthcare Services

"Providing the Care you Want and Deserve"

- PROJECT BUDGET**

PROJECT ITEM	COST
2 Fairly Used Mini Vans (Acquisition)	\$74,750.00 (37,375.00 each)
Taxes and Vehicle Registration	\$4,573.00
Total	\$79,323.00

<i>Funding Source</i>	<i>Anticipated Funding amount</i>
Applicant's Capital Investment (11.75%)	\$9,323.00
Dauphin County Local share Municipal Grant (88.25%)	\$70,000.00
<i>Total</i>	<i>\$79,323.00</i>

- A number of our clients reside within Susquehanna Township.
- The office of Apex Healthcare Services is located in Susquehanna township.

**DAUPHIN COUNTY
LOCAL SHARE MUNICIPAL GRANT PROGRAM**

FY 2023 APPLICATION COVER PAGE

Applicant Legal Name: APEX HEALTHCARE SERVICES LLC

Applicant Business Address: 3835 WALNUT STREET, HARRISBURG. PA 17109

Project Name: SERVICE TRANSPORTAION

Project Location: 3835 WALNUT STREET, HARRISBURG. PA 17109

Sponsor/Co-Applicant (if applicable): SUSQUEHANNA TOWNSHIP

Sponsor/Co-Applicant Contact: DAVID PRIBULKA

Brief Project Description: TO TRANSPORT EMPLOYEES WHO DO NOT
HAVE MEANS OF GETTING TO THE CLIENTS NEEDING CARE, MEAL
PREPARATION, LIGHT HOUSE-KEEPING, MEDICATION REMINDER,
MEDICAL APPOINMENTS,ETC. OFTEN THIS RELEASES A LOVED ONE IN
THE HOME TO GO TO WORK AT THEIR STATE, FEDERAL OR PRIVATE
JOBS

Amount of Funding Request: \$70,000.00

Applicant Contact and Title: OLUFEMI OGUNNAIKE ADMINISTRATOR

Telephone: 717 623 4750

Contact E-Mail Address: ukrenfemi@yahoo.com



Ecumenical Retirement COMMUNITY

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

July 5, 2023

Re: Co-sponsorship for Dauphin County Local Municipal Grant

Dear Mr. Pribulka,

The Ecumenical Community (EC) is requesting Susquehanna Township to be their co-sponsor for this year's Dauphin County Local Share Municipal Grant. As a not-for-profit retirement community within Susquehanna Township, we struggle to be able to afford all the necessary expenses for upgrading our physical plant while keeping the cost affordable for seniors of lower means. Due to the age of the buildings, there are several items that need to be repaired or upgraded on our campus. For this grant, we are requesting funds to replace the locksets of the resident rooms throughout all three building on the ECU campus. Properly functioning locks are needed for both the safety and security of our elderly township residents and EC would benefit greatly if funds are obtained through this grant.

We appreciate your consideration of our request for Susquehanna Township's co-sponsorship for our project. We look forward to discussing this project at the upcoming Board of Commissioners meeting on July 13, 2023.

Sincerely,

Cindy Rittle
Director of Commercial Insurance, Workers' Compensation & Compliance
Country Meadows Retirement Communities

THE ECUMENICAL COMMUNITY
Dauphin County Local Share Municipal Grant

PURPOSE

The Ecumenical Community, a non-profit retirement community, wishes to replace the physical locks on the resident room doors. The lock cores are malfunctioning and can no longer be relied upon to properly operate to unlock or lock the doors to the resident rooms. This is a major safety issue. When a caregiver cannot access a resident room due to a malfunctioning lock, treatment for the resident may be delayed. Properly functioning locks are needed for both the safety and security of our residents. Ecumenical would benefit greatly from a grant to replace the door knobs and locks across the campus.

LOCATION

The Ecumenical Community consists of three separate buildings located within the Township at 601 Wilhelm Road, 624 Wilhelm Road and 3525 Canby Street. Our project is to replace the existing room door locks in all three buildings.

APPLICANT RELATIONSHIP TO THE TOWNSHIP AND ITS RESIDENTS

The Ecumenical Community (EC), has a capacity of 300 residents and has been serving the senior residents of Susquehanna Township and Dauphin County since 1994. We are one of a few Personal Care facilities that accept SSI residents. Over the years, EC has provided safe, affordable retirement living to thousands of Susquehanna Township residents as well as those from throughout Dauphin County.

Over the past few years, *with Susquehanna Township gracious co-sponsorship*, EC has received funds from the Dauphin County Local Share Municipal Grant to assist with a new roof for Building II, repairing the Portico of Building III, installation of a door security system of all exterior doors campus wide and funds to use for a fitness/walking trail at the campus.

DESCRIPTION

We plan to replace the existing room door locks in all three buildings on the Ecumenical Campus. Initially the 124 Personal Care resident rooms located in the Wilhelm Road locations will be replaced. If sufficient funds are awarded, the locks of the Personal Care and Independent Living rooms in the Canby Street address will also be replaced.

Ecumenical opened its' doors in February 1994 followed by the opening of a second building in April 1997. Therefore, the hardware for the door locks in Bldg. I and II is over 25 years old. The door knobs and locks are showing their age and have been malfunctioning. Several locksets in all three buildings have been replaced due to break down, needing to be drilled out, or very loose handles. In some instances, the room key will not unlock the door and the resident is not able to

enter their apartment causing much frustration. In one case, a resident was stuck in their room for a few minutes until the maintenance team could drill the lock out and remove it. In addition, the caregivers are having the same issues on occasion when attempting to enter a resident's room to give care or answer a call bell.

In addition, COVID cleaning requirements required door handles be cleaned multiple times a day with harsh chemicals and took an internal toll on the locksets. The finish is coming off and a lot of the internal parts are gummed up and sticking. The maintenance team has taken a lot of the locks apart to clean and lubricate them only to have the same problem repeat itself.

Whenever a lockset is replaced, the master keys do not work both the new and older locksets, therefore, another master key needs to be issued to every co-worker that has access to the resident rooms (PCA's, Medication Associates, Nurses, Maintenance, etc.). Without having a master key for all the resident rooms in a building, this could cause a major issue in the event of a fire or other emergency event when staff needs to evacuate all of the residents.

EQUIPMENT STORAGE

All equipment to be purchased will be stored at the campus or in the Country Meadows warehouse.

PROJECT BUDGET

The estimated total cost to replace all of the locks is approximately \$76,500, however, there is a 3% discount if all the lock hardware is purchased at one time which brings the anticipated total to \$74,205. There will not be any installation costs as that will be done by our maintenance team at Ecumenical. However, the quote only includes one key per room, and we often need more than one. So, we are requesting the entire \$75,000 for this project in order to cover a portion of those additional expenses.

BENEFIT TO SUSQUEHANNA TOWNSHIP RESIDENTS

EC has had a positive impact on the seniors from Susquehanna Township and Dauphin County by providing a lower cost alternative for quality retirement living near their homes. Having a resource like EC has allowed many families to live with less uncertainty as to how their elderly loved ones are doing physically, emotionally and psychologically. The replacement of the locks will ensure that the residents are safer while in their home and able to receive the care needed without delay.



A.G. Mauro Company

Phone: 717-938-4671
Fax: 717-938-2471

SALES QUOTE

Sales Quote Number: SQ017817

Sales Quote Date: 06/29/23

Page: 1

Sell
To: COUNTRY MEADOWS RETIREMENT
COMMUNITIES
830 CHERRY DRIVE
Hershey, PA 17033

Ship
To: COUNTRY MEADOWS RETIREMENT
COMMUNITIES
830 CHERRY DRIVE
Hershey, PA 17033

Ship Via DIRECT BEST WAY

Customer ID C02315

Terms Net 30 Days

SalesPerson Joel Stine

Item No.	Description	Unit	Quantity	Unit Price	Total Price
	BUILDING TWO				
NSCY	RIM/MORTISE CYLINDERS WITH CORMAX COMBINATED CORES	EACH	7	85.00	595.00
NSLO	7KC, SINGLE KEYED FUNCTIONS, 626 FINISH W/CORMAX	EACH	75	195.00	14,625.00
NSLO	7KC PRIVACY LOCK, 626 FINISH	EACH	2	125.00	250.00
NSLO	7KC DUMMY LOCK, 626 FINISH	EACH	1	60.00	60.00
NSKA	CORMAX OPERATING KEY 1AM 1 MK 1 2 KS? - KM? KEY STAMPS / KS & KEY MARKS / KM PER SCHEDULE PRICES GOOD FOR LISTED QUANTITIES COMBINATED CORES COME WITH ONE CUT OPERATING KEY	EACH	82	6.85	561.70

QUOTE: 285669

Amount Subject to
Sales Tax
16,091.70

Amount Exempt
from Sales Tax
0.00

Subtotal: 16,091.70
Invoice Discount: 0.00
Total Sales Tax: ~~965.50~~

Tax Exempt

Total: ~~17,057.20~~



A.G. Mauro Company

Phone: 717-938-4671
Fax: 717-938-2471

SALES QUOTE

Sales Quote Number: SQ017785

Sales Quote Date: 06/29/23

Page: 1

Sell
To: COUNTRY MEADOWS RETIREMENT
COMMUNITIES
830 CHERRY DRIVE
Hershey, PA 17033

Ship
To: COUNTRY MEADOWS RETIREMENT
COMMUNITIES
830 CHERRY DRIVE
Hershey, PA 17033

Ship Via DIRECT BEST WAY

Customer ID C02315

Terms Net 30 Days

SalesPerson Joel Stine

Item No.	Description	Unit	Quantity	Unit Price	Total Price
	BUILDING ONE				
NSCY	RIM/MORTISE CYLINDERS WITH CORMAX COMBINATED CORES	EACH	8	85.00	680.00
NSLO	7KC, SINGLE KEYED FUNCTIONS, 626 FINISH W/ CORMAX	EACH	57	195.00	11,115.00
NSLO	7KC PRIVACY LOCK, 626 FINISH	EACH	19	125.00	2,375.00
NSLO	8T DEADBOLT, SINGLE KEY, CORMAX KEYWAY, 626	EACH	1	155.00	155.00
NSKA	CORMAX OPERATING KEY 1AM 1 MK 1 2 KS? - KM?	EACH	66	6.85	452.10
NSKA	CORMAX "MASTER" KEY 1AM 3 MK 1 2 KS? - KM?	EACH	47	7.50	352.50
	KEY STAMPS / KS & KEY MARKS / KM PER SCHEDULE				
	PRICES GOOD FOR LISTED QUANTITIES				
	COMBINATED CORES COME WITH ONE CUT OPERATING KEY				

QUOTE: 285669

Amount Subject to
Sales Tax
15,129.60

Amount Exempt
from Sales Tax
0.00

Subtotal: 15,129.60
Invoice Discount: 0.00
Total Sales Tax: ~~907.78~~

Tax Exempt

Total: ~~16,037.38~~



A.G. Mauro Company

Phone: 717-938-4671
Fax: 717-938-2471

SALES QUOTE

Sales Quote Number: SQ017818

Sales Quote Date: 06/29/23

Page: 1

Sell
To: COUNTRY MEADOWS RETIREMENT
COMMUNITIES
830 CHERRY DRIVE
Hershey, PA 17033
BEN SMITH 717 324-1473

Ship
To: COUNTRY MEADOWS RETIREMENT
COMMUNITIES
830 CHERRY DRIVE
Hershey, PA 17033

Ship Via DIRECT BEST WAY

Customer ID C02315

Terms Net 30 Days

SalesPerson Joel Stine

Item No.	Description	Unit	Quantity	Unit Price	Total Price
	BUILDING THREE				
NSCY	RIM/MORTISE CYLINDERS WITH CORMAX COMBINATED CORES	EACH	7	85.00	595.00
NSLO	7KC, SINGLE KEYED FUNCTIONS, 626 FINISH W/ CORMAX	EACH	160	195.00	31,200.00
NSLO	7KC PRIVACY LOCK, 626 FINISH	EACH	25	125.00	3,125.00
NSLO	7KC DUMMY LOCK, 626 FINISH	EACH	2	60.00	120.00
NSLO	8T DEADBOLT, SINGLE KEY, CORMAX KEYWAY, 626	EACH	1	155.00	155.00
NSLO	9K, STOREROOM (G) FUNSTION, 626 FINISH W/CORMAX	EACH	20	451.00	9,020.00
NSKA	CORMAX OPERATING KEY 1AM 1 MK 1 2 KS? - KM? KEY STAMPS / KS & KEY MARKS / KM PER SCHEDULE PRICES GOOD FOR LISTED QUANTITIES COMBINATED CORES COME WITH ONE CUT OPERATING KEY	EACH	160	6.85	1,096.00

QUOTE: 285669

Amount Subject to
Sales Tax
45,311.00

Amount Exempt
from Sales Tax
0.00

Subtotal: 45,311.00
Invoice Discount: 0.00
Total Sales Tax: ~~2,718.65~~

Total: ~~48,029.65~~

Tax Exempt



June 28, 2023

Dear Mr. Pribulka:

Greetings in the name of our Lord and Savior Jesus Christ. The purpose of the letter is to request support/sponsorship consideration for the 2023-2024 Dauphin County Local Share Gaming Grant.

The Greater Zion Missionary Baptist desires to take a holistic approach to ministering to the community in which we live and serve. We strive to reach individuals where they are. We make every effort to deliver what they need to live a healthy beneficial life. We pray that our reach will continue to impact lives. Moreover, that reach will continue to bring about a vibrant community.

We offer many services/ministries to meet the needs of our community. Our challenge to meet those needs is contingent upon keeping healthy grounds/building. Down through the years we have made some improvements, (i.e., replaced roof, remolded main bathrooms, remolded commercial kitchen, resealed/stripped parking lot, installed five new HVAC units, upgraded gym hallway with new flooring-to name a few). During COVID we also added the recommended UV lights to our HVAC units.

We have been able to face those financial needs one year or in some cases 2 years at a time. Now we find ourselves with less time/finances to replace/repair important items needed. Last year we were informed by the Township that the sidewalks on our property needed some repairs. This is a safety concern for our community. Cost to repair \$32,000 - \$40,000 (Progress Avenue sidewalk).

While we have been attempting to replace our HVAC units as funds are available. We still have 7 – HVAC units that are over 20 years old. We have been advised that these units will continue to deteriorate and that the refrigerant for these units will be out of production soon. This is of great concern for us as it impacts many areas in our building. Total cost to replace these units \$119,000 - \$140,000 (\$17,000-\$20,000 per unit). We are seeking funding to address these very important issues.

We humbly seek your support in this endeavor.

In His Service,

Trustee Sharon Bass
Chairperson Board of Trustees

CC: Rev. Trey A. DuPont, Senior Pastor

Attachments:



Phone.



(717) 541-0388

Website



www.greaterzionbaptist.org

Email



gz@greaterzionbaptist.org

*Greater Zion Missionary Baptist Church
Statement of Need
Page 1 of 2*

- The purpose of the grant;
 - To secure funding to replace 7 HVAC units and repair sidewalk
 - 7 - units are from 2003 or older, and they all use R22 refrigerant which will be out of production the end of this year and is currently \$125.00 per pound and constantly rising.
 - Repair sidewalk on Progress Avenue that is cracked and uneven
- The location where the funds would be used if the funding is being sought to acquire, repair or improve physical infrastructure or a building;
 - 212 North Progress Avenue, Harrisburg, PA – Susquehanna Township
- If the funding being sought is for equipment, where the equipment will most commonly be stored;

N/A
- A description of the project including justification of the need to be met and how the funds will help meet that need;
 - Over the years we have attempted to upgrade the 12 HVAC units for our Church building. Over the past few years, we have been able to replace five of those units. The remaining 7 units are over twenty years old do not operate efficiently because of age and current refrigerant-used to run the units. If they are not replace in the immediate future, they will become inoperable or costly to repair. Areas of the building that are impacted by these units: Day Care, Teen Café and Gym.
 - Sidewalk – In January 2022, we were informed that some of the sidewalks on our property were in need of repair. When we received quotes to repair the sidewalk the cost was much higher than expected. Funding for this repair will help ensure the safety of those walking within the community. The township has graciously given us an extension to get the repairs completed. Funding will ensure that we can get it done timely.
- 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;
 - See attached budget and quotes.

Greater Zion Missionary Baptist Church
Statement of Need-Continued
Page 2 of 2

- An explanation of how the grant would impact the citizens of Susquehanna Township; and
 - We are a church striving to keep our building/surrounding areas comfortable and safe. We impact our community by offering the following services on a daily/weekly/monthly basis.
 - Space utilized for a daycare offering childcare to over 40 families
 - Homeless Ministry – feeding over 100 individuals weekly
 - Food Pantry – providing food to over 125 families monthly
 - Monthly meetings and quarterly outings for seniors
 - Our Gym gives women the opportunity to walk twice a week for a healthy heart –
 - Gym area is also used for daycare daily
 - Annual bookbag give away – giving over 200 bookbags to the youth in our community
 - Annual Women’s Health Summit with medical professionals and resources
 - Regular programming for young people
 - Open Gym for community (Spring/Summer Months)
 - Mentor Program for boys (ages 6-12)
 - Delta Sigma Theta meets monthly to mentor teen girls
 - Zeta Phi Beta meets semiannually for their mentorship program
 - Kappa Alpha Psi has an annual coat drive
 - City of Refuge Alliance – A ministry for incarcerated individuals and their families
 - Soon:
 - Adopt a local elementary school
 - Adopt a youth community sports team
 - Host the Juneteenth Spiritual observance
 - Host the MLK Day County wide event (Potentially)
 - Host financial planning seminars for the community and residents of neighboring apartment housing
 - Mental Health Panel Discussion w/resources to help in our community
- A description of the applicant’s relationship to Susquehanna Township and its citizenry.
 - Our church is located at 212 Progress Ave., just down the street from the Susquehanna High School and across the street from Peachtree Restaurant.

HVAC Units

Labor	\$ 12,600.00	
Materials	\$ 4,100.00	
Permits	\$ 1,400.00	
Crane/Transportation	\$ 5,600.00	
Equipment	\$ 94,700.00	
	<u>\$ 118,400.00</u>	

Sidewalk Repair

Permits and Planning	\$ 1,200.00	
Demo Concrete	\$ 2,500.00	
Concrete Reinforcement	\$ 1,500.00	
Concrete 4' thick	\$ 24,200.00	
Dumpster/Waste fee	\$ 2,500.00	
	<u>\$ 31,900.00</u>	

Toal Cost of Projects	\$ 150,300.00	
Cash on Hand	\$ 25,000.00	17%
Sub total	\$ 125,300.00	
Gaming Grant Funding	\$ 125,300.00	83%



Proposal 240-3

Issue Date April 17, 2023

Expires May 17, 2023

PREPARED BY

Ezra Smucker

Equitable Builds LLC

(717) 602-8015 ext. 5018

ezra@equitablebuilds.com

901 Crosby St STE B Harrisburg, PA 17112, USA

PREPARED FOR

Reginald bass

Greater Zion Baptist Church

(717) 443-3988

reggiebass@gmail.com

212 N Progress Ave, Harrisburg, PA 17109, USA

PROPOSAL DETAILS

212 N Progress Ave, Harrisburg, PA 17109, USA

Side walk replacement.

Equitable Builds Is Licensed And Insured By State Of Pennsylvania.

Pa 153449

We Hope We Can Work Together On Your Project.

Check Us Out On Facebook And Instagram! Thank You For The Opportunity And We Look Forward To Working With You On Your Next Project.

DESCRIPTION	TOTAL
Permits and Planning.	\$1,200.00
Demo Concrete This includes removing existing slabs and disposing old concrete.	\$2,500.00
Concrete Prep Includes forms and 2b stone with compaction.	\$0.00
Concrete reinforcement Includes 6 x 6 wire mesh. Additional cost for any additional reinforcement.	\$1,500.00
Concrete Forms Install concrete forms and remove.	\$0.00
Concrete 4' thick 4 inches thick.	\$24,200.00
Dumpster/Waste fee Dumpster rental disposal of waste/ concrete.	\$2,500.00
	SUBTOTAL \$31,900.00
	TAX \$0.00
	TOTAL \$31,900.00

PAYMENTS STARTING FROM **\$319/month** on  [Acorn](#) [Learn More](#) →

TERMS AND CONDITIONS

1. Work Performance

The Contractor Shall Protect All Work Adjacent To The Contract Site From Any Damage Resulting From The Work Of The Contractor And Shall Repair Or Replace Any Damaged Work At His/Her Own Expense.

The Contractor Shall Replace And Put In Good Condition Any Existing Conditions Damaged In Carrying Out The Contract.

The Contractor Shall Take All Precautions To Protect Persons From Injury And Unnecessary Interference Or Inconvenience.

The Contractor Shall Conduct His Activities In A Business Like Manner And Adhere To The Reasonable Wishes Of The Owner In Relation To His Working Schedule.

2. Condition Of Premises

The Contractor Agrees To Keep The Premises Clean And Orderly And To Remove All Debris As Needed During The Hours Of Work In Order To Maintain Work Conditions Which Do Not Cause Health Or Safety Hazards.

3. Use Of Utilities

The Owner Shall Permit The Contractor To Use, At No Cost, Power And Water Necessary To The Carrying Out And Completion Of The Work.

4. Inspection

The Owner Shall Have The Right To Inspect All Work Performed Under This Contract. As Well It Shall Be A Condition Of This Contract That All Work That Needs To Be Inspected Or Tested And Certified By The Engineer As A Condition Of The Dept. Of Environmental Conservation Permit, (Or Other State Agency), Or Inspected And Certified By The Local Health Officer, Shall Be Done At Each Necessary Stage Before Further Construction Can Continue. All Inspection And Certification Will Be Done At The Owner's Expense. Failure To Follow This Requirement Will Be Grounds For Termination Of The Contract.

5. Social Media

Social Media Content Equitable Builds Has The Ownership Of All Social Media Content Created From Your Project Any Followers Or Subscribers Or In Ownership Of Equitable Builds.

6. Payment Plan

30% Down Payment With Signed Contract
Remaining balance do a completion.

3% Processing Fee For All Credit Cards. If Project Is Canceled Deposit Is Nonrefundable
Payments Shall Be Disbursed Based On The Attached Schedule Of Values. Within Three Days Of Notification By The Contractor Of Each Stage Of Completion, The Owner Or Its Designee Will Inspect And Approve The Work, Or Request Any Necessary Adjustments In The Work. The Owner Agrees To Make Payments To The Contractor Within Ten Days Of Approving Work.

7. Change Order Policy

For Time And Material You Will Be Billed At \$75 An Hour Per Man Plus Materials
Contractor Must Be Informed Asap About A Change Order. There Will Be \$550 Change Order Plus Time And Material Complete Task.
Note Any Change Order Will Change The Finish Date Of The Project.

8. Permits With City Or Township.

Homeowner Is Responsible To Get Any Building Permits That May Be Necessary For The Project Failure To Do So Could Result In A Fine Form Township Or City. Unless Homeowner Request That Contractor Pull The Building Permit. Which Will Be Charged At \$700 Plus The Cost Of The Permit

The above specification, costs, and terms are hereby accepted.

REGINALD BASS

DATE



April-20-2023

Greater Zion Baptist Church
212 N. Progress Avenue
Harrisburg, PA 17105
Rooftops 5-6-7-9-10-11-12

Attn: Sharon Bass

Subject: Replacement of a (7) Rooftops

Walton & Company is pleased to quote the following scope of work:

- Remove the existing R-22 from the unit to allow proper EPA disposal
- Provide Iron Stag Crane to remove the existing units early in the AM
- Remove Units #5 #6 #7 #9 #10 #11 and #12
- Clean existing curbs and install new gaskets as well as some need curb adapters
- Provide a (1) 4 ton (2) 5 ton (1) 7.5 ton (1) 6 ton (1) 3 ton and (1) 15ton Gas Electric Rooftop
- Provide and install a new York International Economizers on new rooftops
- Provide and install all power wiring, natural gas piping and the thermostat wiring
- Provide start up and testing of new units
- New units shall have a 1 year parts, 5 year compressor and 10 year heat exchanger from York]
- Units will have a 1 year parts and labor warranty from Walton and Company
- We will remove the existing units from site
- We will clean up the entire work site
- We will provide this lift when the building is not occupied so not to cause tenant issues

\$ 12,600.00 Labor

\$ 4100.00 Materials

\$ 1400.00 Permits and Inspections

\$ 5600.00 Crane and Transportation

\$ 94,700.00 Equipment

\$ 118,400.00 One Hundred Eighteen Thousand Four Hundred Dollars and No Cents

Thank you for the opportunity to present you with this quote. If you have any questions, please contact me at your earliest convenience at (717) 840-2200. Upon acceptance of this proposal please sign and return one copy of this letter to our office.

Fax # (717) 840-1742

Sincerely,

Bill Vervaeke

Building Services Manager

Accepted by: _____ Date: _____

To: Susquehanna Township Board of Commissioners

Requested by: AD Cares LLC DBA Kiddie Academy of Harrisburg PA
3901 N. Progress Avenue,
Harrisburg, PA 17110
Susquehanna Township
Dauphin County

RE: 2023/2024 Dauphin County Local Share Gaming Grant Co-Sponsorship Request

Executive Summary:

For over 40 years, Kiddie Academy® has been at the forefront of providing educationally focused childcare. Our mission is to cultivate a community that nurtures and motivates children for their future. At Kiddie Academy of Harrisburg, PA, we cater to children aged 6 weeks to 12 years old, ensuring their well-being and development.

We are excited to announce that construction of our facility has recently been completed, and we obtained the Certificate of Occupancy on June 23, 2023. We are now in the process of preparing the facility to provide a safe, educational, and enjoyable experience for the children. This includes the installation of a secure and engaging playground, equipment that prioritizes the health and safety of both children and staff, as well as the integration of various technological advancements to enhance the learning and teaching experience for all.

We prioritize the well-being of both children and educators, offering enriching careers to our dedicated staff. Our academy thrives on the collaboration between teachers, families, and the local community, working together to create a stimulating environment that combines fun and learning. Our goal is to lay a solid foundation for the children, preparing them for success in the future.

We would like to request support and co-sponsorship from the Susquehanna Township Board of Commissioners in our commitment to provide high quality early childcare to the families of our community.

Thank you for considering our grant request for Kiddie Academy of Harrisburg PA. We are grateful for the opportunity to present our vision and plans for providing high-quality early education and childcare services to the children of Susquehanna Township.

We firmly believe that this grant will enable us to create a transformative learning environment and positively impact the lives of the township's citizens. By investing in our facility, equipment, and programs, we aim to lay a strong foundation for the future success of the children in our care and contribute to the growth and vitality of the community.

We appreciate your time and consideration in reviewing our grant application. If you require any additional information or have any questions, please do not hesitate to contact us. We eagerly look forward to the possibility of working together to make a lasting and meaningful impact on the lives of the children and families in Susquehanna Township.

Thank you once again for your support and consideration.

Best Regards,
Deepak Sharma
Kiddie Academy of Harrisburg PA
3901 N progress Ave
Harrisburg, PA 17110

Email: deepak.sharma@kiddieacademy.net

Phone: 717-640-5520

Cell: 480-620-2556

Purpose of the Grant

While we have obtained a loan from financial institution to support our project, the endorsement and support of the Susquehanna Township Board of Commissioners would greatly reinforce our commitment to providing a cutting-edge facility and equipment for the enhancement of early childhood education. If approved, the grant would enable us to furnish the play area with various equipment, including a basketball court, to enrich the educational experience for the attending children and reinforce our learning philosophy of “kids best learn through play”.

Ensuring the health and safety of the children is of utmost importance to us. To achieve this, we plan to invest in a state-of-the-art disinfecting and sanitizing machine from Zono Technologies. This advanced technology has the capability to eliminate 99.9% of common viruses and bacteria, providing a clean and hygienic environment for the children.

In order to keep up with technological advancements and offer leading edge STEM (Science Technology Engineering and Mathematics) education and childcare, we aim to equip our teachers and students with advanced tools such as interactive smart boards, computers, laptops, ipads and interactive indoor projectors. These technological resources will significantly enhance the learning experience for both teachers and children, facilitating a more interactive and engaging educational environment and preparing our children for future.

All equipment that is acquired will be securely stored at the Kiddie Academy facility situated at 3901 N Progress Avenue, Harrisburg PA 17110. This equipment will be designated for exclusive use by the dedicated staff and the children attending the center.

Description of Project

Kiddie Academy of Harrisburg PA, located at 3901 N Progress Avenue in Susquehanna Township, is a newly established early education childcare center. Our primary goal is to offer top-notch childcare and early education services to the children in our community. We are committed to providing a strong foundation for children's future while also creating rewarding career opportunities for our educators.

Spanning approximately 10,000 square feet, our facility boasts an additional 7,000 square feet of outdoor playground space, ensuring ample room for children to play and explore. With a capacity of up to 150 kids, we cater to children aged 6 weeks to 12 years old including an “accredited” Kindergarten. Our operating hours are Monday to Friday, from 6:30 AM to 6 PM. Moreover, our center features a full kitchen where we prepare nutritious meals, including breakfast, hot lunch, and afternoon snack.

Conveniently situated at the intersection of N. Progress Ave and Linglestown Road, our center is designed to deliver exceptional early education to children of all ages. We proudly offer an award-winning curriculum that not only meets but exceeds the standards set by the Commonwealth in early education.

In our commitment to providing a superior experience for both children and staff, we aim to offer the best available equipment for outdoor play, blending education with play. Additionally, we incorporate leading-edge technological advancements in classroom education, such as smart boards and other technology equipment. Furthermore, we prioritize the health and safety of our children and teachers by employing state-of-the-art sanitizing and disinfecting technology known as Zono.

With the help of grant funds, we aspire to procure modern equipment that aligns with our high-quality service standards, benefiting the children and families in our community.

Project Budget

Since the facility is leased and there are no construction costs involved, we have estimated a budget of around \$75,000 for the procurement of equipment. These estimates are based on quotes received from reputable vendors who specialize in their respective fields. To support the purchase of this equipment, we are seeking a grant in the amount of \$75,000.

We have also secured a loan from a financial institution in addition to capital investments from our company to cover the expenses related to various other equipment and services required for a successful opening and operation. The breakdown of the equipment and their corresponding costs is provided in the table below:

Project Item	Cost	Cost Source
Playground Equipment	\$30,000	Quote from vendor for product and installation
Interactive Projection	\$5,000	Quote from vendor
Smart Boards for classroom	\$10,000	Quote from vendor
Zono Sanitizing and Disinfecting Machine	\$25,000	Quote from vendor
Computer/Laptop/Tablets	\$5,000	Quotes from vendor
Furniture, Fixture and Equipment		
Total	\$75,000	

We believe that obtaining this grant will enable us to provide the necessary equipment for a high-quality learning and caring environment for the children and a conducive workspace for our dedicated staff.

Impact of Grant on the Susquehanna Township citizens

The grant awarded to Kiddie Academy of Harrisburg PA would have a positive impact on the citizens of Susquehanna Township in several ways.

Firstly, the grant would contribute to the establishment of a state-of-the-art early education childcare center within the township. This would provide local families with access to high-quality childcare services and early education programs for their children. The presence of such a facility would enhance the overall educational landscape of the community and help prepare children for future success.

We will be conducting quarterly community events at our playground which will be at no cost for not only our enrolled families but larger community. These children's community themed events include "Story Time Live", "Play Date for cause" benefitting local charities, "Stem Events" and many more. These events will not only provide fun learning opportunities to children in our community.

Our "Accredited" Kindergarten along with high quality "Before and After School" programs will provide the much-needed alternatives to working parents in our community for their children to receive high quality education and care.

Additionally, the grant would support the creation of employment opportunities within the township. As Kiddie Academy expands its operations and invests in modern equipment, it would require a qualified workforce to manage and deliver the services. This would lead to the creation of jobs for educators, administrators, and support staff, providing economic benefits to the township and its residents.

Furthermore, the grant would contribute to the improvement of the local infrastructure. The funds allocated for playground equipment, technological advancements, and sanitizing technology would enhance the overall facilities at the childcare center. This not only benefits the children attending the academy but also creates a positive and engaging environment for the entire community.

By investing in the education and well-being of the children in Susquehanna Township, the grant would have a lasting impact on their future development and success. It would also contribute to the overall growth and vitality of the community, making it an attractive place for families to live and work.

Relationship to Susquehanna Township

Kiddie Academy of Harrisburg PA, as an applicant, has a strong and meaningful relationship with Susquehanna Township and its citizenry. Our establishment within the township demonstrates our commitment to serving the local community and meeting the needs of its residents.

As a childcare center, our primary focus is on providing high-quality early education and childcare services to families residing in Susquehanna Township. We aim to create a nurturing and enriching environment that supports the growth and development of the township's children.

We recognize the importance of working closely with the local community and building strong relationships with township residents. Through collaboration with families, educators, and local organizations, we strive to create a supportive network that fosters the educational and social well-being of the children in our care.

Furthermore, by offering employment opportunities to educators and staff within the township, we contribute to the local economy and provide career growth opportunities for individuals residing in Susquehanna Township.

Our relationship with Susquehanna Township and its citizenry is characterized by mutual support and shared goals. We actively engage with the community, listen to feedback, and tailor our services to meet the specific needs and aspirations of the township's residents.

Overall, our relationship with Susquehanna Township and its citizenry is rooted in a dedication to providing exceptional early education, supporting families, and positively impacting the lives of children within the community.



Leading from the Heart!

4601 Locust Lane, Ste 100
Harrisburg, PA 17109
Phone: (717) 477-3282 Fax: (717) 754-0054
www.PremierHealthHS.com

July 7, 2023

Attention: Mr. David Pribulka, Township Manager
Susquehanna Township
1900 Linglestown Road
Harrisburg, PA 17110

Dear Mr. Pribulka,

My name is Kendra McDowell, and I am the Director/Founder of Premier Health and Human Services. We are a licensed home care agency located in Harrisburg. We provide non-medical services to children, adults, veterans, and seniors. We are looking to launch non-emergency medical transportation services in 2024.

We are an agency on a personal strategic mission to support our local communities. We are committed to our corporate social responsibilities. With the growing mental health crisis, we are here to support the emotional well-being of children, parents, and families with reliable content, programs, services, resources, tools, and tips.

Our goal is to help children build a foundation to last a lifetime. Your dedication and support can make it possible for us to help the children in our communities to grow smarter, stronger, and kinder.

We are seeking support for three projects. They are for Non-Emergency Medical Transportation, Bedtime Stories with Mommy and Me Podcast, and The Tea on Parenting Podcast.

I am submitting this request for co-sponsorship by Susquehanna Township for the Dauphin County Local Share (Gaming) Grant. Please see the attached narrative, as requested.

At Premier Health and Human Services, we are connecting communities, changing lives together united.

Together we can make a difference.

Respectfully,

Kendra McDowell, Director



Leading from the Heart!

4601 Locust Lane, Ste 100
Harrisburg, PA 17109
Phone: (717) 477-3282 Fax: (717) 754-0054
www.PremierHealthHS.com

We are requesting \$75,000 in grant funds from the Dauphin County Local Share (Gaming) Grant to fund our non-medical transportation initiative and our Health, Safety, and Well-being initiatives. Under our health, safety, and well-being initiatives, we will provide weekly content for children, parents, and families.

We are using the funds to purchase vehicles for non-medical transportation and equipment for our podcast. The vehicles will be stored at our office, and the equipment for the podcast will be stored in our studio. Our office address is 4601 Locust Lane Ste 100, Harrisburg, PA 17109.

Project 1 Non-emergency medical transportation (NEMT)

Accessibility, Convenience, Greater Degree of Safety, Maintaining Independence, Affordability and Inner Peace.

Non-emergency medical transportation (NEMT) is essential for people who need assistance getting to and from medical appointments.

Many people who need to visit a medical provider regularly require special transportation. It is especially helpful to those with mobility problems, as non-emergency medical transportation can be tailored to a consumer's needs.

Clients can practice independence by using non-emergency transportation instead of relying on family and friends. Making a doctor's appointment independently is a simple achievement that any young adult or disabled person will be proud to accomplish.

We are a licensed home care agency, and our service areas are Cumberland, Dauphin, Lancaster, Lebanon, Perry, and York. In 2024 we plan to implement non-emergency medical transportation services. In response to the demand, we aim to provide the customer with reliable, timely, high-quality, and customer-focused non-emergency medical transportation services.

We plan to provide services via waivers, Medicaid, commercial insurance, and private pay and via ODP, Office of Developmental Programs, OLTL, Office of Long-Term Care, Veterans Care, Federal Government-Workers Compensation Program, and Private Pay.

We plan to allocate \$55,000. Grant funds will be used for accreditation from the Joint Commission to purchase three to four vehicles, depending on price points in 2024, software, tablets, laptops, and printers.



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www.PremierHealthHS.com

Project 2 The Podcasts

Children in every demographic group have been affected. Still, Black and Hispanic children, as well as those from low-income families, those with disabilities, and those who are not fluent in English, have fallen far behind.

“We’re in new territory,” Dr. Hogan said about the pandemic’s toll on reading. If children do not become competent readers by the end of elementary school, the risks are “pretty dramatic,” she said. Poor readers are likelier to drop out of high school, earn less money as adults, and become involved in the criminal justice system.

The literacy crisis did not start with the pandemic. In 2019, results on national and international exams showed stagnant or declining American performance in reading and widening gaps between high and low performers. The causes are multifaceted, but many experts point to a shortage of educators trained in phonics and phonemic awareness — the foundational skills of linking the sounds of spoken English to the letters that appear on the page. The pandemic has compounded those issues.

Children spent months out of the classroom, where they were supposed to learn the basics of reading — the ABCs, what sound a “b” or “ch” makes. Many first and second graders returned to classrooms needing to review parts of the kindergarten curriculum. But nearly half of public schools have teaching vacancies, especially in special education and the elementary grades, according to a federal survey conducted in December and January.

Even students with well-trained teachers have had far fewer hands-on hours with them than before the pandemic, which has been defined by closures, uneven access to online instruction, quarantine periods, and — even on the best days — virus-related interruptions to regular classroom routines. Schools are pressured to boost literacy as quickly as possible, so students gain the reading skills they need to learn the rest of the curriculum, from math word problems to civics lessons.



Leading from the Heart!

4601 Locust Lane, Ste 100
Harrisburg, PA 17109
Phone: (717) 477-3282 Fax: (717) 754-0054

The Very Real Benefits of Reading Bedtime Stories

- It enriches their language development on multiple levels. ...
- It grows their imagination and appreciation for stories. ...
- It gives them an outlet for empathy. ...
- It builds their vocabulary so they can be well-spoken. ...
- It encourages engagement and conversation.
- Contributes to a child's brain development.
- Help lower stress levels.
- Enhance their language and communication skills.
- Improve logic skills.
- Encourages your child to love reading.

With our Podcast, our goal is to produce a bedtime story nightly for a child to enjoy, coupled with a routine.

We plan to allocate \$20,000. Grant funds will be used to purchase equipment, subscription, blogs, stories, muppets and supplies.



Leading from the Heart!

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Harrisburg, PA 17109
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How will the Grant benefit Susquehanna Township?

We will provide ten Susquehanna residents with pro bono home care services. The details still need to be ironed out, along with the timeframe. All we ask for is a review and reference. We are also looking forward to working with the Susquehanna school district. How cool would it be for the sports team to co-partner creating stories with us? Picture the football and basketball teams supporting the community in this dynamic way. We are licensed in Dauphin County, so Susquehanna is part of our service area.

Community Impact

We are an agency on a personal strategic mission to support our local communities. We are committed to our corporate social responsibilities. With the growing mental health crisis, we are here to support the emotional well-being of children, parents, and families with reliable content, programs, services, resources, tools, and tips.

Our goal is to help children build a foundation to last a lifetime. Your dedication and support can make it possible for us to help the children in our communities to grow smarter, stronger, and kinder.

At Premier Health and Human Services, we are connecting communities, changing lives together united.

Together we can make a difference.

I have strong roots and look forward to making them even stronger.

My relationship with Susquehanna Township returns to Stan Lawson and his sister, the late Carolyn Mills. I work with both on several events within Susquehanna.

**Premier Health & Human Services
2024 Project Budget**

Leading from the Heart!

REVENUE	TOTALS
Service Income Homecare Services	\$95,000
Service Income Non-emergency Medical Transportation (NEMT)	\$65,000
Grants (anticipated/proposed)	\$75,000
TFEC Fiscal Sponsorship	\$15,000
Corporate Sponsorships – Podcast	\$25,000
Annual Tea Party	\$5,000
TOTAL REVENUE	\$280,000
EXPENSES	
<i>Implementation – Non-emergency Medical Transportation</i>	
3 Vans * \$15,000 each	\$45,000
Accreditation – Joint Commission	\$5,500
3 Laptops & 1 Laser Printer	\$3,300
Software – NEMT \$200/month	\$2,400
Software – Homecare \$200/month	\$2,400
Website Revisions	\$1,400
<i>Non-emergency Medical Transportation</i>	<i>\$60,000</i>
STUDIO EXPENSES	
<i>Podcasts</i>	
Digital Cameras and Accessories	\$5,000
Microphones & Accessories	\$2,000
Studio Monitors & Speakers	\$1,500
Recording Monitor & Accessories	\$3,000
Muppets (3)	\$1,000
Supplies	\$500
Subscriptions	\$1,300
Stories & Blogs	\$700
<i>Total Podcast Expenses</i>	<i>\$15,000</i>
<i>Total Matching Funds to fund Operational Expenses, Salaries, Marketing & Advertising</i>	<i>\$75,000</i>
TOTAL EXPENSES ANTICIPATED FOR THE YEAR 2024	\$150,000

All expenses were calculated using current pricing. Matching Funds will come from Service Revenue.



Dauphin County Local Share Municipal Grant program

To Whom it may concern:

Saint Paul Missionary Baptist Church is a **Baptist church in Harrisburg, Pennsylvania**. We are submitting this request to solicit co-sponsorship from Susquehanna Township in our pursuit of a Dauphin County Local Share (Gaming) Grant.

ABOUT:

We are a fellowship of believers, made in God's image and called as disciples of Christ to share the Good News with everyone through learning, listening, praying, and working together actively to reach out to our communities. We are a place to believe, belong, and become!

We have a rich history in Harrisburg, PA, and also in the State of Pennsylvania. We have been active in the community since 1891. We are a loving, caring and comforting church; we will pray, feed, clothe, and help our community members spiritually. We have been at our current location at 1201 N 17th St in Harrisburg since the spring of 1960.

St Paul has always been a community church that has done outreach, community service, and community cleanup. We also have a food pantry that feeds many families in the area, and we also do a weekly feeding of the homeless population in downtown Harrisburg.

Although the church is not physically located in Susquehanna Township, the church does provide service to several residents of the township. Many of the past and current members of the congregation reside in Susquehanna Township, including Pastor Joseph Green who is a long-time resident of the township/

We the leaders of St Paul Missionary Baptist Church are requesting \$75,000 from the Dauphin County Local Share (Gaming) Grant program. The purpose for the requested funds is as follows:

Updating the churches restrooms (10 total) - \$12,682

Air flow unit - \$3,000

Roof and gutter repairs - \$7,200

Parking lot (paved and resealed) - \$12,000

Electric sign for the front of church - \$7,500

Multi-media for sound and web streaming-

 Audio mixer and replacement of microphones - \$699

 Linux processing platform for sound, video, and web streaming - \$14,795

Van for transportation to and from church services and events (2017 Ford transport van) -
\$31,400

Total estimated project cost - \$89,276

Tauck 1



10583 Reystown Road
Huntingdon, PA 16652

461 Glennie Circle
King of Prussia, PA 19406

1519 Evans City Road
Evans City, PA 16032

Quotation

Quotation Number: 5112023

Date: 5/11/2023

Sold To: SUSQUEHANNA TWP.

Attn: NATE BRAGUNIER

Phone: 717-233-7143

Fax: 717-540-4298

Email: NBRAGUNIER@SUSQUEHANNATWP.COM

Customer #: 16786

Ship To: Street: 1955 ELMERTON AVE. City: HARRISBURG State: PA Attn: NATE BRAGUNIER Phone# 717-233-7143 Ship Via:	Customer P.O. # Purchasing Agent: Salesman: TLR County: DAUPHIN Contract number:
--	---

Part No.	Quantity	Description	Unit Price	Amount
		GALION MODEL 433U STAINLESS STEEL CROSSMEMBERLESS BODY WITH FORMED LONGMEMBERS, FULLY BOXED TOP RAILS, DIRT SHEDDER LOWER RUBRAIL FULL WIDTH REAR PANEL WITH 10" FULL DEPTH REAR BOLSTER AND FACTORY UNDERCOATED AND CONTINUOUS WELD CONSTRUCTION FULL DEPTH 15" REAR POST AND FORMED IN PLACE, OUTWARD "V" SMOOTH SIDE FLOOR IS CONSTRUCTED WITH 9" WELD IN RADIUS, STAINLES STEEL CROSS SHAFT	\$ 90,660.00	\$ 90,660.00
		BODY 10-1/2', 7 GA 304-2B STAINLESS STEEL CONSTRUCTION FLOOR : 1/4" AR-450 ABRASION RESISTANT HARDOX STEEL , STAINLESS STEEL LONG SILLS SIDE: 36" 7 GA 304-2B STAINLESS STEEL CONSTRUCTION HOIST TYPE : U850D-DA HOIST WITH SUBFRAME TAILGATE: 42" HEIGHT, 3 PANEL AIR OPERATED TOP HARDWARE : TARP FRIENDLY STRAIGHT OFFSET CAST STAINLESS STEEL COAL DOOR : COAL DOORS 3 - (OVER CENTER DESIGN) CAB PROTECTOR TYPE : 1/2 CAB PROTECTOR WELD ON STAINLESS STEEL SPREADER APRON TYPE : 12" BOLT-ON APRON STAINLESS STEEL TARP RAIL 3/8" X 1-1/4", FULL LENGTH CAT WALK BOTH SIDES, FULL LENGTH STEP INSIDE BODY AT LADDER AREA HOLES IN REAR POST SIDES FOR SIDE FACING STROBES		
		BODY ACCESSORIES		
		U. S. MUNICIPAL PAINTS ALL BODY TRUCK FRAMES AND HOISTS AS STANDARD SIDE BOARD 2" X 8" X 10' OAK PAINTED BLACK SHOVEL HOLDER - FORK STYLE- WELD ON, ALUMINUM BODY ONLY FOUR STEP SLIDE UNDER STAINLESS STEEL, WITH HANDLE GRAB HANDLE - STAINLESS STEEL WELD ON (ABOVE LADDER) SPLASH GUARD KIT - STAINLESS STEEL 24"x36" WITH MUD FLAPS FOR MED DUTY		
		Continued ...		
		Delivery		
		Total		\$ 90,660.00

Prepared By:

Phone:

Email:

Quote firm until:

Customer Signature: _____

Truck 2



U.S. MUNICIPAL
(800) 222-1980 | www.usmuni.com

10593 Ravestown Road
Huntingdon, PA 16652

461 Bonnie Circle
King of Prussia, PA 19406

1519 Evans City Road
Evans City, PA 16032

Quotation

Quotation Number: 5112023

Date: 5/11/2023

Sold To: SUSQUEHANNA TWP.

Attn: NATE BRAGUNIER

Phone: 717-233-7143

Fax: 717-540-4298

Email: NBRAGUNIER@SUSQUEHANNATWP.COM

Customer #: 16786

Ship To:	Customer P.O. #
Street: 1955 ELMERTON AVE.	Purchasing Agent:
City: HARRISBURG	Salesman: TLR
State: PA	County: DAUPHIN
Attn: NATE BRAGUNIER	Contract number:
Phone# 717-233-7143	
Ship Via:	

Part No.	Quantity	Description	Unit Price	Amount
		GALION MODEL 433U STAINLESS STEEL CROSSMEMBERLESS BODY WITH	\$90,660.00	\$ 90,660.00
		FORMED LONGMEMBERS, FULLY BOXED TOP RAILS, DIRT SHEDDER LOWER RUBRAIL		
		FULL WIDTH REAR PANEL WITH 10" FULL DEPTH REAR BOLSTER AND		
		FACTORY UNDERCOATED AND CONTINUOUS WELD CONSTRUCTION		
		FULL DEPTH 15" REAR POST AND FORMED IN PLACE, OUTWARD "V" SMOOTH SIDE		
		FLOOR IS CONSTRUCTED WITH 9" WELD IN RADIUS, STAINLES STEEL CROSS SHAFT		
		BODY 10-1/2', 7 GA 304-2B STAINLESS STEEL CONSTRUCTION		
		FLOOR : 1/4" AR-450 ABRASION RESISTANT HARDOX STEEL , STAINLESS STEEL LONG SILLS		
		SIDE: 36" 7 GA 304-2B STAINLESS STEEL CONSTRUCTION		
		HOIST TYPE : U850D-DA HOIST WITH SUBFRAME		
		TAILGATE: 42" HEIGHT, 3 PANEL AIR OPERATED		
		TOP HARDWARE : TARP FRIENDLY STRAIGHT OFFSET CAST STAINLESS STEEL		
		COAL DOOR : COAL DOORS 3 - (OVER CENTER DESIGN)		
		CAB PROTECTOR TYPE : 1/2 CAB PROTECTOR WELD ON		
		STAINLESS STEEL SPREADER APRON TYPE : 12" BOLT-ON APRON		
		STAINLESS STEEL TARP RAIL 3/8" X 1-1/4", FULL LENGTH		
		CAT WALK BOTH SIDES, FULL LENGTH		
		STEP INSIDE BODY AT LADDER AREA		
		HOLES IN REAR POST SIDES FOR SIDE FACING STROBES		
		BODY ACCESSORIES		
		U. S. MUNICIPAL PAINTS ALL BODY TRUCK FRAMES AND HOISTS AS STANDARD		
		SIDE BOARD 2" X 8" X 10' OAK PAINTED BLACK		
		SHOVEL HOLDER - FORK STYLE- WELD ON, ALUMINUM BODY ONLY		
		FOUR STEP SLIDE UNDER STAINLESS STEEL, WITH HANDLE		
		GRAB HANDLE - STAINLESS STEEL WELD ON (ABOVE LADDER)		
		SPLASH GUARD KIT - STAINLESS STEEL 24"x36" WITH MUD FLAPS FOR MED DUTY		
		Continued ...		
		Delivery		
		Total		\$ 90,660.00

Prepared By:

Phone:

Email:

Quote firm until:

Customer Signature: _____



Proud To Be An Employee-Owned Company

4210 Chambers Hill Rd.
 Harrisburg PA 17111
 Phone 717-648-5370
 Fax 717-901-9071
 www.mjrequipment.com

QUOTATION

TO: SUSQUEHANNA TOWNSHIP

REF: COSTARS Contract # 025-171

ATTN: NATE BRAGUNIER

PHONE: 717-798-4299

FAX: _____

PART NUMBER	DESCRIPTION	QTY	NET EACH	TOTAL
Body	Henderson 201 stainless steel with AR 400 floor, Heated bed	2	\$ 105,877.00	\$ 211,754.00
	Floor 12' full width with 1/4" AR 400 material			
	Sides 36" boxed top with single horizontal brace, board pockets			
	Standard tailgae, air operated, offset hardware, 3 Coal doors			
	Cabshield 22" full width load bearing with 4 strobes			
	Rear corner posts with strobes and stop,turn,tail lights			
Hoist	Front trunion mount CS G4 Double acting			
Hydraulics	Hot shift PTO with piston pump, 35 gallon stainless valve/tank			
	combo, low oil shut down, Force America 5100			
	electronic spreader control ground speed oriented for auger, spinner			
	automatic or manual mode operation.			
	1 joystick control mounted in tower for body and plow operation.			
Lighting	8 strobes in body, plow lights, 2 spreader light, stop,turn,tail lights.			
Monroe Plow	Monroe 11'x 41" snow plow with a rubber deflector,			
	parking jack, power angle, Penn Dot low pro non tilt hitch			
	truck portion with a 4" x 10" DA cylinder			
Spreader	Monroe stainless steel spreader with a poly spinner			
Pintle plate	3/4" plate with lashing d rings, 7 prong round plug, 60 ton hook,			
Toolbox	Frame mounted toolbox			
Tarp	Donavan Tarp System			

SUBTOTAL	\$ 211,754.00
TOTAL	\$ 211,754.00
FREIGHT	
TAX	
TOTAL	\$ 211,754.00

QUOTED BY: Brian Lucas

DATE: 5/10/2023

FREIGHT TERMS: _____

ACCEPTED BY: _____

DATE ACCEPTED: _____

*All Quotes are effective for thirty days unless otherwise noted.
 Terms; Costars due upon delivery all others net 30.*

Quotation

Quotation Number: 52123

Date: 5/21/2023

Sold To: SUSQUEHANNA TWP.

Attn: NATE BRAGUNIER

Phone: 717-233-7143

Fax: 717-540-4298

 Email: NBRAGUNIER@SUSQUEHANNATWP.COM

Customer #: 16786

Ship To:	Customer P.O. #
Street: 1955 ELMERTON AVE.	Purchasing Agent:
City: HARRISBURG	Salesman: TLR
State: PA	County: DAUPHIN
Attn: NATE BRAGUNIER	Contract number:
Phone# 717-233-7143	
Ship Via:	

Part No.	Quantity	Description	Unit Price	Amount
		J&J MEDIUM DUTY STAINLESS STEEL CROSSMEMBERLESS BODY WITH FORMED LONGMEMBERS, FULLY BOXED TOP RAILS, DIRT SHEDDER LOWER RUBRAIL FULL WIDTH REAR PANEL WITH 10" FULL DEPTH REAR BOLSTER AND FACTORY UNDERCOATED AND CONTINUOUS WELD CONSTRUCTION FULL DEPTH 15" REAR POST AND FORMED IN PLACE, HORIZONTAL SMOOTH SIDES FLOOR IS CONSTRUCTED WITH RADIUS CORNERS HEADTED RADIUS WITH NEW EMISSIONS , STAINLESS HEAT BOX BODY 10-1/2', 10 GA 304 STAINLESS STEEL CONSTRUCTION FLOOR : 1/4" BODY ARMOR 450 , STAINLESS STEEL LONG SILLS SIDE: 36" 10 GA 304 STAINLESS STEEL CONSTRUCTION HOIST TYPE : CLASS 60 LOW MOUNT, RUBBER CUSHION TAILGATE: 42" HEIGHT, 3 PANEL AIR OPERATED, TWO HORIZONTAL PANELS TOP HARDWARE : STANDARD COAL DOOR : COAL DOORS 3 - 1/4" STAINLESS STEEL CAB PROTECTOR TYPE : 1/2 CAB PROTECTOR STAINLESS STEEL SPREADER APRON TYPE : 12" BOLT-ON APRON STAINLESS STEEL TARP RAIL 3/8" X 1-1/4", FULL LENGTH BUSTIN CAT WALK BOTH SIDES, FULL LENGTH STEP INSIDE BODY AT LADDER AREA HOLES IN REAR POST SIDES FOR SIDE FACING STROBES	\$ 112,439.71	\$ 112,439.71
		BODY ACCESSORIES		
		U. S. MUNICIPAL PAINTS ALL BODY TRUCK FRAMES AND HOISTS AS STANDARD		
		SIDE BOARD 2" X 8" X 10' PINE PAINTED BLACK		
		SHOVEL HOLDER - FORK STYLE- WELD ON, ALUMINUM BODY ONLY		
		THREE STEP SLIDE UNDER STAINLESS STEEL, WITH HANDLE		
		GRAB HANDLE - STAINLESS STEEL WELD ON (ABOVE LADDER)		
		SPLASH GUARD KIT - STAINLESS STEEL 24"x36" WITH MUD FLAPS FOR MED DUTY		
		Continued ...		
		Delivery		
		Total		\$ 112,439.71

Prepared By:

Phone:

Email:

Quote firm until:

Customer Signature: _____

Print Name: _____



10583 Raystown Road
Huntingdon, PA 16652

461 Glennie Circle
King of Prussia, PA 19406

1519 Evans City Road
Evans City, PA 16032

Quotation

Quotation Number: 52123

Date: 5/21/2023

Sold To: SUSQUEHANNA TWP.

Attn: NATE BRAGUNIER

Phone: 717-233-7143

Fax: 717-540-4298

Email: NBRAGUNIER@SUSQUEHANNATWP.COM

Customer #: 16786

Ship To: Street: 1955 ELMERTON AVE. City: HARRISBURG State: PA Attn: NATE BRAGUNIER Phone# 717-233-7143 Ship Via:	Customer P.O. # Purchasing Agent: Salesman: TLR County: DAUPHIN Contract number:
--	---

Part No.	Quantity	Description	Unit Price	Amount
		J&J MEDIUM DUTY STAINLESS STEEL CROSSMEMBERLESS BODY WITH FORMED LONGMEMBERS, FULLY BOXED TOP RAILS, DIRT SHEDDER LOWER RUBRAIL FULL WIDTH REAR PANEL WITH 10" FULL DEPTH REAR BOLSTER AND FACTORY UNDERCOATED AND CONTINUOUS WELD CONSTRUCTION FULL DEPTH 15" REAR POST AND FORMED IN PLACE, HORIZONTAL SMOOTH SIDES FLOOR IS CONSTRUCTED WITH RADIUS CORNERS HEADTED RADIUS WITH NEW EMISSIONS , STAINLESS HEAT BOX BODY 10-1/2', 10 GA 304 STAINLESS STEEL CONSTRUCTION FLOOR : 1/4" BODY ARMOR 450 , STAINLESS STEEL LONG SILLS SIDE: 36" 10 GA 304 STAINLESS STEEL CONSTRUCTION HOIST TYPE : CLASS 60 LOW MOUNT, RUBBER CUSHION TAILGATE: 42" HEIGHT, 3 PANEL AIR OPERATED, TWO HORIZONTAL PANELS TOP HARDWARE : STANDARD COAL DOOR : COAL DOORS 3 - 1/4" STAINLESS STEEL CAB PROTECTOR TYPE : 1/2 CAB PROTECTOR STAINLESS STEEL SPREADER APRON TYPE : 12" BOLT-ON APRON STAINLESS STEEL TARP RAIL 3/8" X 1-1/4", FULL LENGTH BUSTIN CAT WALK BOTH SIDES, FULL LENGTH STEP INSIDE BODY AT LADDER AREA HOLES IN REAR POST SIDES FOR SIDE FACING STROBES	\$ 112,439.71	\$ 112,439.71
		BODY ACCESSORIES		
		U. S. MUNICIPAL PAINTS ALL BODY TRUCK FRAMES AND HOISTS AS STANDARD		
		SIDE BOARD 2" X 8" X 10' PINE PAINTED BLACK		
		SHOVEL HOLDER - FORK STYLE- WELD ON, ALUMINUM BODY ONLY		
		THREE STEP SLIDE UNDER STAINLESS STEEL, WITH HANDLE		
		GRAB HANDLE - STAINLESS STEEL WELD ON (ABOVE LADDER)		
		SPLASH GUARD KIT - STAINLESS STEEL 24"x36" WITH MUD FLAPS FOR MED DUTY		
		Continued ...		
		Delivery		
		Total		\$ 112,439.71

Prepared By:

Phone:

Email:

Quote firm until:

Customer Signature: _____

Print Name: _____

RESOLUTION NO. 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

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby ratifies the Side Letter Agreement with the Susquehanna Township Police Association, attached hereto as Exhibit "A", and authorizes the President and Secretary to execute the same.

BE IT, AND THE SAME IS HEREBY RESOLVED, this 13th day of July 2023.

**SUSQUEHANNA TOWNSHIP
BOARD OF COMMISSIONERS**

Frank Lynch, President

ATTEST:

David Pribulka, Secretary

Exhibit "A"

**SIDE LETTER AGREEMENT BETWEEN
THE SUSQUEHANNA TOWNSHIP AND THE SUSQUEHANNA TOWNSHIP POLICE
ASSOCIATION**

WHEREAS, the Susquehanna Township Police Association (“Association”) is the exclusive, recognized bargaining agent for that unit consisting of certain employees employed by Susquehanna Township (“Township”) (collectively, the “Parties”);

WHEREAS, the Township and the Association currently operate pursuant to a Collective Bargaining Agreement (the “CBA”), effective January 1, 2023, through December 31, 2025;

WHEREAS, Article 3 of the CBA governs compensation of police officer association members and provides the current wage schedule applicable to said members;

WHEREAS, the Township wishes to implement a hiring incentive for full time police officers hired by the Township from January 1, 2023, until the end of the current calendar year December 31, 2023. Prior to December 31, 2023, the incentive may be extended by mutual agreement in one (1) year increments until the expiration of the current CBA. If not extended, its terms shall expire on December 31, 2023. A “newly hired police officer” is defined as a pre-service cadet currently enrolled in a MPOETC approved police academy or an applicant who has graduated from an academy within 12 months, or a graduate of a MPOETC approved police academy who is currently certified as a police officer or eligible for immediate certification;

WHEREAS, the hiring incentive for newly hired police officer(s) shall be in the form of payment issued over a period of three years;

WHEREAS, the hiring incentive bonus for newly hired police officer(s) shall only be awarded to newly hired police officer(s) in exchange for his or her commitment to serve as a police officer employed by the Township for a period of three (3) consecutive years from the date of hire;

WHEREAS, the Parties wish to enter into this Side Letter Agreement to memorialize the agreement between Parties; and

WHEREAS, the Parties have been free to consult, and have consulted, with independent counsel of their own choice.

NOW, THEREFORE, the above **WHEREAS** clauses are incorporated by reference herein, and **IT IS HEREBY AGREED**, by and between the Parties as follows:

1. The Township agrees to award a hiring incentive bonus totaling \$10,000 to newly hired full time police officer(s) in exchange for his or her commitment to serve as a police officer employed by the Township for a period of three (3) consecutive years from the date of hire. Unless terminated or amended by subsequent agreement of the Parties, this bonus shall be applicable only to officers hired on or

after January 1, 2023, until the end of the current calendar year December 31, 2023, and the Township shall have no obligation to award the bonus to any other candidate or serving officer.

2. The hiring incentive payments shall be administered to newly hired full time police officer(s) as follows:
 - a. \$5,000.00 upon completion of probation;
 - b. \$2,500.00 upon completion of the second consecutive year served with the Township;
 - c. \$2,500.00 upon completion of the third consecutive year served with the Township;
2. If a newly hired police officer(s) voluntarily chooses to separate from his or her employment as a police officer employed by the Township in a period less than three (3) consecutive years from the date of hire, the newly hired police officer(s) is obligated to repay the Township in full for the amount of the hiring incentive bonus already received. The candidate shall have 12 consecutive calendar months in which to accomplish the repayment of the amount owed. This shall not apply to furloughs or terminations if they occur.
3. This Agreement shall be governed by and construed under the laws of the Commonwealth of Pennsylvania. A photocopy of a fully executed Agreement shall be deemed an original for all purposes.
4. All provisions of the CBA shall continue in full force and effect and shall not be modified by this Agreement, except as expressly stated herein. The Parties agree that the provisions of this Agreement are unique unto this hiring incentive and, therefore, shall not represent nor operate as a past practice nor as a precedent regarding any other members of the bargaining unit, present or future, involved in a similar situation, shall not be considered an amendment to the CBA, and shall not prejudice any party with respect to any position taken in the future.
5. The provisions of this Agreement set forth the entire agreement among the Parties. The Parties acknowledge that they have not relied upon any representation or statement, written or oral, not set forth in this Agreement. This Agreement may be amended only by a subsequent written agreement signed by all Parties.
6. If any term, condition, clause or provision of this Agreement shall be determined by a court of competent jurisdiction to be void or invalid at law, or for any other reason, then only that term, condition, clause, or provision as is determined to be void or invalid shall be stricken from this Agreement, and this Agreement shall remain in full force and effect in all other respects.
7. This Agreement may be executed in any number of counterparts which, taken together, shall constitute one and the same agreement.

8. The effective date of the within Agreement shall be the date upon which it is executed by the Township.

IN WITNESS WHEREOF, intending to be legally bound by this Side Letter Agreement, the parties have executed this document on the dates indicated.

By:

Susquehanna Township

Dated:

By:

Susquehanna Township Police Association

Dated:

By:

Police Officer

Dated:



Township Manager's Report July 13, 2023

1. The Susquehanna Township Authority Board met on Tuesday, July 11th. Agenda items included several pay applications associated with capital projects, as well as the payment of conveyance fees to Paxtang Borough to bring the Township current with its obligations under the existing agreement. The Authority's Engineer met with Township staff to discuss regulations for the "pipe bursting" methodology of sanitary sewer lateral replacements. Finally, the Susquehanna Township Authority held a meeting of the Budget/Finance Committee to review the 2022 audit results. Verbal reports on each meeting will be provided this evening.
2. The Public Works Committee met on Thursday, July 6th to discuss planned road projects to include in the 2024 – 2028 Capital Improvement Program Budget. The proposed projects will be finalized to include in the draft CIP that will be made available during the week of July 24th. A Road Tour with the Board of Commissioners has been scheduled for Wednesday, July 26th to inspect the list of candidate projects. The Road Tour will convene at the Township building and is expected to last approximately two hours.
3. An online non-scientific survey has been published to evaluate concerns facing the rental housing community in the Township. Staff is proceeding with the development of a rental housing ordinance this year, and the intent of the survey is to establish some baseline data regarding the condition and quality-of-life issues experienced by the tenants and landlords in the Township. The survey will remain open until August 11th and results will be shared once compiled.
4. The Legislative Committee of the Pennsylvania Municipal League met on Wednesday, July 12th. The Committee reviewed proposed bills affecting local government this session including Local Use of Radar; Post-Traumatic Stress Injury legislation; and several bills involving the mitigation of urban blight. A verbal report will be provided this evening.

June 26th, 2023

TO: President Frank Lynch, Police Committee, and Members of the Board of Commissioners

FROM: Director of Public Safety Robert A. Martin

SUBJECT: Monthly Report of Activities within the Police Department for the Month of May 2023

During the month of May 2023, the Police Department investigated 2281 complaints, and traveled 21,750 miles patrolling the township highways and residential areas. There were 120 traffic citations issued, 39 non-traffic citations issued, 334 written warnings issued.

Also, during this month there was 2 Burglaries, 1 Robbery, 20 thefts, 25 Assaults, 22 drug arrests, 62 traffic accidents reported.

Also, there were 50 criminal arrests accomplished by the Patrol Division.



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	PC 8/28
3 1235 Martina Dr	1235 Martina Dr	Residential LD - 395 units	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 TBD
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	PC 7/24
10 Thomas Holtzman Waiver	1910 Linglestown Rd.	Waiver of Land Developm	Approved
11 Oakhurst Sketch Plan	Lot 2 - Houses at Oakhurst	SP - Senior - 119 units	PC 7/24
12 Herbert Moore	399 N 39th St	Minor SD - 3 lots	BOC 7/27
13 PA Game Commission	2001 Elmerton Ave	Addition	Tabled
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	Approved
9 Rafymar Gonzales	3103 Walnut St	SE/Variance sb/parking	7/5/2023	Approved

TEXT AMENDMENTS

Applicant	Request	Date	Status
1 Township	Zoning Ordinance Rewrite	5/26/2023	Solicitor
2 Township	Subdivision Rewrites	2/15/2023	Review
3 Township	Streets & Sidewalks	TBD	Revising
4 Township	Rental Property Inspection Program	TBD	Prep Work
5			
6			

PERMITS & LICENSES

BUILDING PERMITS

	JUN	YTD
Cell Tower Antennas	0	4
Commercial Improvements	2	23
Commercial New Buildings	0	2
Demolition	3	11
Industrial Housing	0	0
Porch/Patio/Deck	4	18
Residential Addition	3	6
Residential Improvements	11	32
Retaining Wall	0	4
Multi-Family Residential	0	3
Single Family Dwelling	7	23
Signs	1	16
Solar Panels	7	45
Swimming Pool/Hot Tub	0	11
Townhouse	0	0
Electrical	24	141
Plumbing	15	112
Total	77	451

CERTIFICATES OF OCCUPANCY

	JUN	YTD
Commercial Improvement	0	2
Residential Renovation	0	0
Fire Restoration	0	0
New Commercial	4	6
Residential Additions	0	3
Single Family Attached	0	13
Single Family Detached	3	18
Single Family Semi-Detached	0	1
Tenant Fit-out	0	2
Townhouse	15	70
Total	22	115

VIOLATIONS

	JUN		YTD	
	Open	Corr	Open	Corr
Building	0	1	1	1
Property	41	24	226	112
Zoning	5	1	6	1
Other	0	0	5	1
Total	46	26	238	115

ZONING PERMITS

	JUN	YTD
Accessory (Misc)	2	11
Deck/Patio	1	11
Garage	1	3
Driveway	0	2
Fence	8	42
Shed	1	9
Use	0	3
Total	13	81

MISC

	JUN	YTD
Grading/Fill (no building)	6	25
Shade Tree Permits	4	22
Street Cut Permits	14	60
Solicitation Permits	0	6

BUILDING INSPECTIONS

	JUN	YTD
Residential	174	1108
Commercial	59	407
Plumbing	43	445
Total	276	1960

OTHER PERMITS/LICENSES

	JUN	YTD
Plumbers - Master	2	75
Plumbers - Journeyman	1	148
Total	3	223

CITATIONS FILED

	JUN		YTD	
	Open	Heard	Open	Heard
Building	0	0	0	0
Property	6	0	22	1
Zoning	0	0	0	1
Other/Health	0	0	0	0
Total	6	0	22	2

OTHER DCED ACTIVITIES

ON LOT DISPOSAL SYSTEMS (OLDS)

	JUN	YTD
Pumping Reports	3	53
Out of Compliance	129	198
Total # In Compliance/Total	124	254
SEO Inspections	0	6
SEO Permits Issued	0	4

Note:

HEALTH INSPECTOR ACTIVITY

	JUN	YTD
In-Compliance Inspections	7	63
Out-of-Compliance Inspections	1	3
New Facility Inspections	1	2
Complaint Inspections	0	3
Licenses Issued	1	147

Note: Health Report is attached.

STORMWATER

STORMWATER AUTHORITY ACTIVITY

	JUN	YTD
Inspections	15	74
Pre-application Meetings	1	5
Credits	0	8
IA Reviews/Reassessments	5	212
IA Corrections*	0	0
Board Appeals	0	0

Note:

MS4 PROGRAM

MCMs	JUN	YTD
1. Public Education	0	34
2. Participation	1	7
3. IDDE	2	1000
4. Construction	1	29
5. PCSM	3	8
6. Housekeeping	0	25
Total	7	1103

Note: See attached Stormwater Report for more information.

STORMWATER ORDINANCE

	JUN	YTD
Plans Reviewed	12	12
Permits Reviewed	6	69
Complaints	1	23
Violations	2	19

Note:



Issued Date	Permit #	Parcel ID	Location	Permit Type	Sub Type
6/1/2023	GEP2023-21	62-012-036	4013 FARGREEN RD	Grading / Excavation	Excavation
6/1/2023	2023-72	62-061-056	3600 APOLLO AV	Zoning Permit	FENCE
6/2/2023	9924	62-021-037	2340 PAXTON CHURCH RD	Plumbing Permit	SEWER LAT
6/2/2023	2023-74	62-025-119	311 HICKORY HILL RD	Zoning Permit	FENCE
6/5/2023	2023-75	62-017-112	210 MONTROSE ST	Zoning Permit	FENCE
6/5/2023	2023-76	62-077-009	2125 NORTHVIEW LN	Zoning Permit	FENCE
6/5/2023	28079	62-021-162	2601 MARKET PL	Building Permit	Com Improvement
6/5/2023	9235	62-021-162	2601 MARKET PL	Electrical Permit	Com Improvement
6/5/2023	2023-24	62-033-044	44 N 34TH ST	Street Cut Permit	ROAD OPNG
6/5/2023	2023-23	62-030-020	1729 GLENSIDE DR	Street Cut Permit	ROAD OPNG
6/6/2023	GEP2023-26	62-035-121	132 SHELL ST	Grading / Excavation	Excavation
6/6/2023	GEP2023-27	62-077-009	2125 NORTHVIEW LN	Grading / Excavation	GRADING
6/13/2023	2023-81	62-017-101	3330 N 3RD ST	Zoning Permit	FENCE
6/14/2023	2023-82	62-091-016	2228 NORTHVIEW LANE	Zoning Permit	FENCE
6/6/2023	GEP2023-28	62-060-155	104 KINGS MILL CT	Grading / Excavation	Excavation
6/6/2023	IA2023-056	62-035-121	132 SHELL ST	Stormwater Permit	Reassessment
6/6/2023	IA2023-057	62-060-155	104 KINGS MILL CT	Stormwater Permit	Reassessment
6/7/2023	9238	62-001-082	1150 ROBERTS VALLEY RD	Electrical Permit	Res Improvements
6/28/2023	28110	62-004-001	APPALACHIAN TR	Building Permit	Com Improvement
6/7/2023	9239	62-019-314	1829 ETHAN DRIVE	Electrical Permit	SFDD
6/7/2023	9925	62-019-314	1829 ETHAN DRIVE	Plumbing Permit	SFDD
6/21/2023	28109	62-021-199	2625 MARKET PL	Building Permit	Demolition
6/21/2023	28108	62-019-183	1705 AMBROSIA CIR	Building Permit	Demolition
6/7/2023	9236	62-052-036	4305 BEAUFORT HUNT DR	Electrical Permit	Res Improvements
6/7/2023	2023-55	62-018-041	3600 N 6TH ST	Street Cut Permit	ROAD OPNG
6/16/2023	28102	62-019-183	1705 AMBROSIA CIR	Building Permit	INTERIOR DEMO
6/7/2023	9237	62-054-062	1421 ROUND HILL RD	Electrical Permit	Res Addition
6/14/2023	28089	62-035-155	208 OAK ST	Building Permit	PATIO/DECK/SHED
6/14/2023	28092	62-019-259	1760 DRIFTSTONE DRIVE	Building Permit	PATIO/DECK/SHED
6/7/2023	9921	62-021-422	3001 RUSSEL DR	Plumbing Permit	APARTMENTS
6/15/2023	2023-83	62-022-105	1400 HAGY WY	Zoning Permit	FENCE
6/12/2023	GEP2023-29	62-023-004	2015 DODSON CT	Grading / Excavation	Fill
6/16/2023	28100	62-013-235	2412 Hawthorne Dr.	Building Permit	Porch/Patio/DECK/SHED
6/13/2023	9240	62-021-456	3002 BIANCA WAY	Electrical Permit	Res Improvements
6/26/2023	2023-84	62-019-244	3340 JONAGOLD DR L95	Zoning Permit	FENCE
6/16/2023	28101	62-009-057	4464 CROOKED HILL RD	Building Permit	Porch/Patio/DECK/SHED
6/13/2023	9241	62-022-061	2217 Grandview Dr	Electrical Permit	Res Improvements
6/13/2023	9927	62-022-061	2217 Grandview Dr	Plumbing Permit	Res Improvements
6/13/2023	9242	62-031-058	3227 BATESFIELD RD	Electrical Permit	Res Improvements
6/13/2023	9926	62-015-169	3926 DURHAM RD	Plumbing Permit	SEWER LAT
6/6/2023	2023-77	62-035-121	132 SHELL ST	Zoning Permit	GARAGE

Issued Date	Permit #	Parcel ID	Location	Permit Type	Sub Type
6/7/2023	28084	62-054-062	1421 ROUND HILL RD	Building Permit	Res Addition
6/14/2023	9244	62-064-056	2244 CONCORD CIR	Electrical Permit	Res Improvements
6/14/2023	9245	62-042-017	513 SANDRA AV	Electrical Permit	Res Improvements
6/15/2023	28095	62-019-232	3328 JONAGOLD DR	Building Permit	Res Addition
6/14/2023	9243	62-019-290	1750 BRADLEY DR	Electrical Permit	SFDD
6/14/2023	9928	62-019-290	1750 BRADLEY DR	Plumbing Permit	SFDD
6/8/2023	2023-79	62-041-013	2201 HERR ST	Zoning Permit	OTHER
6/30/2023	28114	62-040-018	3971 SUNNYCREST DR	Building Permit	Res Addition
6/7/2023	28082	62-077-009	2125 NORTHVIEW LN	Building Permit	Res Improvements
6/7/2023	28081	62-072-132	203 FOREST OAK LN	Building Permit	Res Improvements
6/7/2023	28080	62-072-120	130 Hiddenwood Dr	Building Permit	Res Improvements
6/13/2023	28087	62-022-061	2217 Grandview Dr	Building Permit	Res Improvements
6/6/2023	2023-78	62-060-155	104 KINGS MILL CT	Zoning Permit	Other
6/14/2023	28093	62-064-056	2244 CONCORD CIR	Building Permit	Res Improvements
6/15/2023	9246	62-064-001	2201 BUTTONWOOD CIR	Electrical Permit	Res Improvements
6/15/2023	9929	62-038-082	224 SHELL ST	Plumbing Permit	SEWER LAT
6/14/2023	28088	62-041-158	2203 WALNUT ST	Building Permit	Res Improvements
6/14/2023	28091	62-055-006	4700 PINE RIDGE RD	Building Permit	Res Improvements
6/16/2023	9248	62-011-075	4221 ORCHARD HILL RD	Electrical Permit	Res Improvements
6/15/2023	28094	62-064-001	2201 BUTTONWOOD CIR	Building Permit	Res Improvements
6/21/2023	28106	62-042-142	421 LATSHMERE DR	Building Permit	Res Improvements
6/16/2023	230023	62-037-093	3216 EARLE ST	Shade Tree Permit	Tree Removal
6/21/2023	28107	62-015-250	3920 GREEN ST	Building Permit	Res Improvements
6/16/2023	9930	62-013-215	2429 HAWTHORNE DR	Plumbing Permit	SFDD
6/16/2023	9247	62-013-215	2429 HAWTHORNE DR	Electrical Permit	SFDD
6/28/2023	28113	62-022-098	1128 HAMMAKER DR	Building Permit	Res Improvements
6/16/2023	9249	62-019-264	1740 DRIFTSTONE DRIVE	Electrical Permit	Res Improvements
6/7/2023	28085	62-019-314	1829 ETHAN DRIVE	Building Permit	SFDD
6/16/2023	9250	62-027-099	2308 OXFORD AV	Electrical Permit	Res Improvements
6/14/2023	28090	62-019-290	1750 BRADLEY DR	Building Permit	SFDD
6/19/2023	9931	62-013-217	2421 HAWTHORNE DR	Plumbing Permit	SFDD
6/19/2023	9252	62-013-217	2421 HAWTHORNE DR	Electrical Permit	SFDD
6/16/2023	28096	62-013-215	2429 HAWTHORNE DR	Building Permit	SFDD
6/19/2023	9253	62-019-307	1747 BRADLEY DR	Electrical Permit	SFDD
6/19/2023	9932	62-019-307	1747 BRADLEY DR	Plumbing Permit	SFDD
6/19/2023	28103	62-013-217	2421 HAWTHORNE DR	Building Permit	SFDD
6/20/2023	9933	62-013-216	2425 HAWTHORNE DR	Plumbing Permit	SFDD
6/20/2023	9254	62-013-216	2425 HAWTHORNE DR	Electrical Permit	SFDD
6/21/2023	9935	62-015-169	3926 DURHAM RD	Plumbing Permit	SEWER LAT
6/21/2023	9936	62-038-082	224 SHELL ST	Plumbing Permit	SEWER LAT
6/19/2023	28104	62-019-307	1747 BRADLEY DR	Building Permit	SFDD
6/20/2023	28105	62-013-216	2425 HAWTHORNE DR	Building Permit	SFDD
6/21/2023	9934	62-075-042	1982 DAYBREAK CIR	Plumbing Permit	Res Improvements
6/21/2023	9251	62-031-152	3206 CREST RD	Electrical Permit	Res Improvements
6/28/2023	28067	62-013-168	N PROGRESS AV L1	Building Permit	SFDD
6/21/2023	28102	62-044-076	917 WILHELM RD	Building Permit	Signs
6/7/2023	28083	62-052-036	4305 BEAUFORT HUNT DR	Building Permit	Solar panels



Type	Location	Description	Opened	Closed
Property	3220 S SCENIC RD	vehicle parked on lawn	2/25/2021	6/6/2023
Property	2306 Walnut St	Numerous Code Violations	3/8/2021	6/12/2023
Building	2304 WALNUT ST	Fire Call Inspection	12/15/2021	6/14/2023
Property	205 WOOD ST	OVERGROWN GRASS BUILDING DE	5/23/2022	6/9/2023
Property	HILLSIDE CT	HIGH GRASS VIOLATION	6/2/2022	6/17/2023
Property	3031 WALNUT ST	INTERIOR SANITATION ISSUE	10/27/2022	6/28/2023
Property	3300 SPRING ST	Exterior Maintenance Issues	5/4/2023	6/1/2023
Property	2000 LOCUST LN	HIGH GRASS	5/8/2023	6/16/2023
Property	4316 N 6TH ST	HIGH GRASS AND SANITATION	5/10/2023	6/5/2023
Property	ANDREA AV	High GRASS	5/15/2023	6/1/2023
Property	208 OAK ST	NO PERMIT	5/18/2023	6/1/2023
Property	3500 UNION DEPOSIT RD	exterior property	5/23/2023	6/15/2023
Property	3508 UNION DEPOSIT RD	EXTERIOR MAINTENANCE	5/23/2023	6/2/2023
Property	3506 UNION DEPOSIT RD	EXTERIOR MAINTENANCE	5/23/2023	6/2/2023
Property	3504 UNION DEPOSIT RD	EXTERIOR MAINTENACE	5/23/2023	6/2/2023
Property	125 LUCKNOW RD	Sanitation	5/23/2023	6/1/2023
Property	127 LUCKNOW RD	SANITATION	5/23/2023	6/1/2023
Property	48 N 34TH ST	dog feces- sanitation	5/24/2023	6/9/2023
Property	3518 EUCLID AV	PARKING ON LAWN	5/26/2023	6/28/2023
Zoning	4701 N GALEN RD	Sign Violations	6/1/2023	6/12/2023
Property	401 N PROGRESS AV	HIGH GRASS	6/5/2023	6/12/2023
Property	1521 RIDGEVIEW LN	- GRASS WEEDS AND GREEN BAG	6/5/2023	
Property	1024 ERIC DR	GRASS IS HIGH	6/5/2023	6/12/2023
Property	4350 N 6TH ST	- GRASS WEEDS AND GREEN BAG	6/5/2023	6/15/2023
Property	1700 FOX HUNT LN	Overgrown Veg	6/5/2023	6/12/2023
Property	3832 WALNUT ST	Exterior Property Maintenance nee	6/6/2023	
Zoning	4715 N FRONT ST	WORK WITHOUT PERMIT	6/6/2023	
Property	217 N 28TH ST	Animals running at large	6/8/2023	
Property	3815 CENTERFIELD RD	exterior maintenance	6/8/2023	6/15/2023
Property	4713 PINE RIDGE RD	tree	6/8/2023	
Property	2001 MILL PLAIN CT	PARKING ON GRASS	6/8/2023	
Zoning	1709 FOX HUNT LN	Unpermitted Multi Family Housing	6/8/2023	
Property	3716 N 6TH ST	HIGH GRASS	6/9/2023	
Property	3216 ELMWOOD DR	cars parked on front lawn	6/9/2023	
Property	3232 ELMWOOD DR	Overgrown veg. and high grass	6/9/2023	
Property	1809 PAXTON CHURCH RD	- GRASS WEEDS AND GREEN BAG	6/9/2023	
Property	1200 PAXTON CHURCH RD		6/9/2023	
Property	1204 PAXTON CHURCH RD	vehicle and weeds at property	6/9/2023	
Property	1204 LAUREL WOOD DR	Overgrown veg. and high grass	6/14/2023	
Property	2321 CANBY ST	HIGH GRASS AND SANITATION	6/14/2023	
Property	408 BELVEDERE RD	CHICKENS CAGE ISSUE AND LOCA	6/14/2023	

WEBSITE

STATISTICS

Total Users: 6,544

Sessions: 9,493

New Users: 5,903

Device Usage	
Desktop	2943
Mobile	3453
Tablet	124

Default Channel	
Organic Search	4,195
Direct	1,611
Social	17
Referral	81

Behaviors	
Average Session Duration	0:01:45
Bounce Rate	41.1%
Page Views	21,534
Pages/Session	2.27
Number of Sessions/User	1.45

TOP 10 PAGES

#	PAGE	HITS
1	Recreation	1,132
2	Employee Email	819
3	Sewer payments	807
4	Susquehanna Conne	603
5	Day Camp	430

#	PAGE	HITS
6	newsletter	263
7	Ecodes	233
8	Civicplus	225
9	PennWaste	207
10	Parent Playground	112

E-CODE (Ordinance)

TOTALS (Last 12 Months)

Total Views: 40,448

Total Unique IPs: 3,764

VIEWES BY MONTH 2023

Jan	3367	Apr	3409	Jul	0	Oct	0
Feb	3463	May	3892	Aug	0	Nov	0
Mar	369	Jun	3216	Sep	0	Dec	0

TOP 10 SEARCHES

30 days		
1	fence	16
2	driveway	9
3	e&s control plan	8
4	r 2 setbacks	8
5	sight distance	7
6	building permit	6
7	driveway grandfat	6
8	skyline rights	6
9	clear sight triangle	4
10	sight triangle	5

Last 12 Months		
1	fence	192
2	nothing shall be pl	164
3	easement	137
4	pavement setback	137
5	short term rental	137
6	sight triangle	109
7	chicken	82
8	crosswalk	82
9	landscape walls	82
10	occupation	82

SOCIAL MEDIA

FACEBOOK

Total Page Followers	1,738
New Page Followers	8
Reactions	27
Shares	16

Photo Views	48
Post Reach	1,646
Post Engagement	221
Link Clicks	14

NEXTDOOR

Members	5,981
New Members	38
Housholds	4419
Agency Posts	7

Note:

SUSQUEHANNA CONNECTS

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

TOP 10 ISSUES

#	REPORT	JUN
1	Property Maintenance	7
2	Other	5
3	Work W/O Permit	4
4	Pothole	3
5	Vegetation	3
6	Traffic Signal	2
7	Vehicle Concern	2
8	Animal Issue	1
9	Sidewalk	1
10	Street Light	1

#	REPORT	YTD
1	Property Maintenance	34
2	Vegetation	32
3	Other	29
4	Pothole	18
5		13
6	Trees	10
7	Vehicle Concern	10
8	Illegal Dumping	8
9	Work w/o Permit	8
10	Illegal Dumping	6

June 28th, 2023

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

This past month, Stormwater Tech Geigley has completed inspections, developed pollutant maps, and prepared for upcoming stormwater programs.

ST Geigley completed 15 stormwater inspections this past month related to resident complaints and concerns. ST Geigley responded to a report of an illegal concrete washout, tree debris placed in a creek, and grading without a permit.

In preparation for the end of the MS4 permit year on June 30th, ST Geigley has completed review of the MS4 Minimum Control Measures (MCMs) to ensure the township has fulfilled all MCMs for this permit cycle. To meet MS4 Permit Appendix B & C requirements, ST Geigley continued development on a pollutant control measure map to identify possible sources of pathogens and priority organic compounds in Susquehanna Township. Once completed, these maps will aid stormwater staff in inspecting and discovering illicit discharges to the Township stormwater system.

ST Geigley has been preparing for Camp Hill’s StormFest on July 26th and the Township’s upcoming Rain Barrel Workshop with Dauphin County Conservation District. At Stormfest, Township staff will lead children through an educational activity and provide adults with education on pollution reduction.

	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	1
June	15	1	0	5	6	1	2			1	2	1	3		
YTD	51	4	3	37	32	10	9		32	3	969	10	4	4	4

Respectfully,
 Kathleen Geigley, Stormwater Technician

Environmental Health Inspection Summary for June, 2023

In-Compliance Routine Food Establishment Inspections- 7

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: Domino’s Pizza, Harrisburg Stadium, Mt Laurel Catering (new mobile truck), Reyansh Rana Sunoco, Rita’s Italian Ice, Salad Works, and Subway Subs

Out of Compliance Inspections- 1

Kinder Care- facility did not have a current food license

Consumer Complaint Inspection/Investigation- 0

New Opening Inspections-1

Kiddie Academy- new facility on recent Progress Avenue development, kitchen was brand new with new equipment for feeding a max of 150 children, will have infant room, expected to start in August

Total food establishment & complaint investigations for the month of June = 9

The following facilities also have video entertainment- Reyansh Rana Sunoco (3 video machines)

Submitted by Anthony (Tony) Russo, Health Officer, July 5, 2023



PUBLIC WORKS
DIRECTOR
Nate Bragunier
OPERATIONS MANAGER
Travis Mease

SUSQUEHANNA TOWNSHIP HIGHWAY DEPARTMENT

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



JUNE GENERAL WORK REPORT

06/30/2023

1. SIGN WORK ---- INSTALLED NEW SIGNS AND REPAIRED DAMAGED SIGNS. TRIM OUT SIGNS.
2. STORM CLEAN UP.
3. SEALED PATCHES & INLETS.
4. SWEPT STREETS AROUND TOWNSHIP.
5. MILLED, PATCHED, & SEAL
6. REPAIRED INLETS.
LAUREL DR. & FOXHUNT DR..
7. CLEANED INLETS AROUND TOWNSHIP.
8. ROADSIDE MOWING.
9. HAULED STONE.
10. TREE REMOVAL BEAUFORT HUNT PARK.
11. STARTED DEOHNE RD. PIPE JOBS.

12. PUBLIC WORKS EMPLOYEES ATTENDED
CPR & AED TRAINING.
PA1 CALL SAFETY DAYS.
SIGN CLASS TRAINING.
13. FINISHED RESTORATION OF THE ROAD OF ASYLUM RUN RIGHT OF
WAY.
14. AUTHORITY EMPLOYEES ATTENDED PROJECT MEETING WITH PSI
ON FRONT STREET PUMP STATION RESTORATION.
15. CHECKED PUMPS & GEN-SETS.
16. RESPONDED TO 263 PA ONE CALLS.
17. TELEVISED 2,083FT SEWER. 589FT STORM.
18. FLUSHED & ROOT CUT 12,750FT OF SEWER LINES.
19. INVESTIGATED 0 SEWER COMPLAINT 0 BLOCKAGE

**SUSQUEHANNA TOWNSHIP HIGHWAY DEPARTMENT
MONTHLY REPORT**

JUNE	
JOB DESCRIPTION	HOURS
Mechanic	288
Crew Leader	144
Operator	112
Tradesman	32
Lt Equipment Operator	424
Sign Maint. Technician	56
Truck Driver	392
Laborer	312
Foreman	136
Mechanic 1	552
Mechanic 2	0
TOTAL PEOPLE HOURS	2448
JOBS PERFORMED	HOURS
Mechanic Maintenance	288
Equipment Maintenance	0
Garage Maintenance	0
Inlet Cleaning	48
Inlet Repair	16
New Inlets	0
Pipe Jobs	152
Training	272
Roadside Mowing	40
Clean Ditch Lines	0
Trimming Trees	32
Park Maintenance	0
Paving	0
Blacktop Milling	96
Hauling Stones/Waste	8
Snow & Ice Removal	0
Street Sweeping	336
Patching Pot Holes	224
Sign Work	88
General Work	232
Grind Woody Waste	0
Check Pumps	312
Flush	0
TV	72
Pa1 Calls	232
Clean Wet Wells	0
TOTAL JOB HOURS	2448
Submitted By: Travis Mease	
DATE SUBMITTED	
July 7, 2023	



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: 06/01/2023 – 06/30/2023
HRG Project Number: R000242.0001

July 7, 2023

MEETINGS ATTENDED (R000242.0001):

- | | |
|---|---------------|
| ■ Board of Commissioners Meeting | June 8, 2023 |
| ■ Board of Commissioners Workshop Meeting | June 22, 2023 |
| ■ Planning Commission Meeting | June 25, 2023 |

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

- 399 N. 39th Street Subdivision {HRG #1287}
- PA Game Commission Expansion LDP {HRG #1286}
- Oakhurst Blvd. Senior Housing Sketch Plan {HRG #1285}

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

- N/A

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

- N/A

CONSTRUCTION OBSERVATION SERVICES PERFORMED (R000242.0002):

- Margaret's Grove LDP {HRG #1232}
- Susquehanna Union Green {HRG #1240, #1241, #1253, #1265}
- Stray Wind Farms Phases 7 & 8 {HRG #1244 & #1263}
- Maplewood Development {HRG #1248}

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

- 3926 Durham Road

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 performed 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 has received feedback from property owners regarding final construction plan design and is continuing to work with Township staff and associated property owners to execute easement documents to accommodate the future construction activities.

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 is performing 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 nearing completion.
 - Detour was implemented on 6/12/2023.
 - Roadway expected to be open on 8/25/2023

RECREATION PROJECT(S) STATUS:

- Boyd Park Phase 2 (# R000242.0520)
 - Geotechnical testing has occurred.
 - HRG is awaiting the report of findings from the Geotechnical Analysis.
 - Engineering design of the boardwalk pilings will commence upon receipt of the Geotechnical Analysis Report.
- 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.
 - HRG is working with the contractor and Township staff to execute the contract documents.

- A preconstruction meeting will occur upon full execution of the contract documents.
- 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 met to decide which alternates to award. The Base Bid and Alternates 1,2, and 4 have been awarded to Construction Masters Services, Inc.
 - HRG is working with the contractor and Township staff to execute the contract documents.
 - A preconstruction meeting will occur upon full execution of the contract documents.

Herbert, Rowland & Grubic, Inc.



Alex Greenly, P.E.
Project Manager | Civil

Parks and Recreation Departmental Report:

Park/Playground:

Boyd Park: Borings were taken on the site on June 22nd. Currently waiting for results and the construction design for the boardwalks to be able to rebid the project.

Logan Park: Met with a family member of Scott Logan, Diane Deterra his sister and showed her the work that has occurred in the park and what our future plans are. She was overjoyed in what has been done and what will be in the future, and to top it off we had residents pass by us using the trail and she thought that was great and the hope for the property.

Veterans Park: June 3rd a portion of the Tennis courts fencing was blown down from a storm, we are working with our insurance company and Tyson Fence to have the fence repaired.

Veterans Park Trail: Removed a downed tree a few times this month and we continue to monitor conditions of the trail on the state hospital grounds that have been experiencing some degrading due to construction activity on the grounds.

Christian McNaughton Memorial Park:

Crown Point Park:

Edgemont Park:

Apple Creek Farms:

Donald B Stabler Memorial Park: We have noticed some damage to the new playground equipment, and I have meet with representatives from Playworld and they are working with us to replace the damaged pieces. The damage was either due to installation issues, or issues with the powder coating of the equipment.

Plum Alley Park:

Beaufort Hunt Playground: There was a downed tree that was removed with the assistance of public works.

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 30 we have a total of 1442 enrollments for the year. The summer Playground and Day Camp programs began on June 20th.

Day Camp Enrollment:

Week 1 76

Week 2 83

Week 3 62

Week 4 74

Week 5 71

Week 6 56

Week 7 58

We held a Summer Solstice Yoga Event at Christian McNaughton Park, and we had 24 participants at that event. Unfortunately, we had to postpone the June 30th Movie in the Park due to unhealthy air quality and we will be doing the movie now on July 21st.

Administration:

- Working on a park tour with the Recreation Advisory Committee at the July 18th meeting.
- Working with the RAC on updating the Township Parks and Recreation Rules.
- Staff volunteered and participated in the Capital Area Greenbelt Association Tour de Belt on June 4th either by riding in the event or working the water station. We had 15 staff, Commissioners, or committee members participate in this year's event.

Plans

Township-wide Bicycle, Pedestrian, Greenway Plan

- Community Survey has concluded on June 30th with 200 completed submissions a 56% completion rate from the 348 started surveys.
- Campbell and Thomas continue to hold key stake holder interviews.
- Public Open House was held on June 1st at 6pm at the Township Building. We had approximately 45 residents in attendance and CTC was able to gain valuable information from members of the Township on connectivity goals, issues, and concerns within the Township.
- 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.

- Next steering committee meeting will be September 13th.

Wedgewood Hill Property

- YSM attended the June 20th RAC meeting and made a presentation of the draft master plan for the Wedgewood Hills property.
- On June 27th we held our 2nd public open house with approximately 25 residents in attendance for the presentation of the draft Master Plan. The plan was well received by the residents and the only item discussed was the access to the park off of Diamond Street.



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

Date: July 13, 2023

Prepared By: Jill Lovett

Checks Issued:		Amount:
General Fund	Check #336707 through #336787 ACH Withdrawals (11) Payroll Disbursements	\$1,151,137.42
Highway Fund	Check #102387 through #102391	\$38,535.13
Street Light Fund	Check # 1280	\$28,544.48
Fire Protection Fund	Check #709872 through #709897	\$23,674.68
Unallocated, Overhead Expenses:	Checks Issued in the Amount of:	14,600.72
Edgemont Fire:	Checks Issued in the Amount of:	1,186.62
Progress Fire:	Checks Issued in the Amount of:	2,967.35
Rescue Fire:	Checks Issued in the Amount of:	4,919.99
Developers' Rec	Check #1191 through #1195	\$40,786.64
Boyd Foundation Funds	Check #132	\$1,013.00
Capital Improvement Fund	None	\$0.00
ARPA Fund	None	\$0.00
Grand Total:		\$1,283,691.35

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

Susquehanna Township

Check Detail

June 6 through July 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	336707	06/12/2023	Interstate Battery Systems of H	1000800 · General Fund Checking	
Bill	35000586	03/20/2023		410375 · Maintenance & Repair Vehicle	-150.95
TOTAL					-150.95
Bill Pmt -Check	336708	06/15/2023	A Finishing Touch	1000800 · General Fund Checking	
Bill	601202338	06/01/2023		408450 · Janitorial Services (Contract)	-3,617.54
Bill	601202339	06/01/2023		430450 · Cleaning Service	-684.99
				451374 · Park Restroom Supplies & Repair	-2,340.25
TOTAL					-6,642.78
Bill Pmt -Check	336709	06/15/2023	Aaron Osman	1000800 · General Fund Checking	
Bill	6152023	06/15/2023		410186 · Uniform/Equipment Allowance	-500.00
TOTAL					-500.00
Bill Pmt -Check	336710	06/16/2023	AFSCME	1000800 · General Fund Checking	
Bill	6012023	06/01/2023		429190 · Employee Insurances	-3,467.75
				430190 · Employee Insurances	-1,200.38
				436190 · Employee Insurances	-133.37
TOTAL					-4,801.50
Bill Pmt -Check	336711	06/15/2023	Ahold Financial Services	1000800 · General Fund Checking	
Bill	25933	06/01/2023		451241 · General Expense	-12.98
Bill	625953	06/07/2023		430210 · Material and Supplies	-19.96
TOTAL					-32.94
Bill Pmt -Check	336712	06/15/2023	Amazon Capital Services	1000800 · General Fund Checking	
Bill	11331	06/05/2023		401210 · Materials and Supplies	-73.99
Bill	16	06/07/2023		414210 · Materials & Supplies	-36.48
				436241 · General Expense	-43.57
TOTAL					-154.04
Bill Pmt -Check	336713	06/15/2023	Ascendance Trucks PA LLC.	1000800 · General Fund Checking	
Bill	01410143	06/09/2023		430375 · Vehicle Expenses	-1,858.56
Bill	1410656	06/14/2023		430375 · Vehicle Expenses	-209.52
TOTAL					-2,068.08
Bill Pmt -Check	336714	06/15/2023	Atlantic Tactical	1000800 · General Fund Checking	
Bill	80804848	06/06/2023		410242 · Arms/Ammo Supplies	-542.47
TOTAL					-542.47
Bill Pmt -Check	336715	06/15/2023	Bartlett Tree Experts	1000800 · General Fund Checking	
Bill	41080414	05/25/2023		455000 · Shade Tree Commission	-480.00
TOTAL					-480.00
Bill Pmt -Check	336716	06/15/2023	Best Line Equipment	1000800 · General Fund Checking	
Bill	68168	06/02/2023		430375 · Vehicle Expenses	-137.48
Bill	68230	06/05/2023		430375 · Vehicle Expenses	-100.27
				437260 · Small Tools and Minor Equipment	-520.00
				451372 · Maintenance/Repair	-520.00
TOTAL					-1,277.75
Bill Pmt -Check	336717	06/15/2023	CBY Systems Inc	1000800 · General Fund Checking	
Bill	76734	05/31/2023		410241 · General Expenses	-24.00
TOTAL					-24.00
Bill Pmt -Check	336718	06/15/2023	Cintas Corp	1000800 · General Fund Checking	
Bill	5161339629	06/05/2023		430241 · General Expenses	-520.84
TOTAL					-520.84
Bill Pmt -Check	336719	06/15/2023	Classic Drycleaners	1000800 · General Fund Checking	
Bill	245989	05/31/2023		410238 · Uniforms - Police	-737.74
Bill	245290	06/01/2023		410238 · Uniforms - Police	-581.96
TOTAL					-1,319.70
Bill Pmt -Check	336720	06/15/2023	Cleveland Brothers	1000800 · General Fund Checking	
Bill	5459335	06/08/2023		430375 · Vehicle Expenses	-984.48
TOTAL					-984.48
Bill Pmt -Check	336721	06/15/2023	Colliflower, Inc.	1000800 · General Fund Checking	
Bill	862899	06/06/2023		430375 · Vehicle Expenses	-73.39

Susquehanna Township
Check Detail
June 6 through July 6, 2023

Type	Num	Date	Name	Account	Paid Amount
TOTAL					-73.39
Bill Pmt -Check	336722	06/15/2023	Comcast	1000800 · General Fund Checking	
Bill	8993110580183813	05/20/2023		401320 · Communications	-117.47
Bill	8993110580183647	05/26/2023		410320 · Communication	-117.48
				401320 · Communications	-183.88
				410320 · Communication	-183.88
TOTAL					-602.71
Bill Pmt -Check	336723	06/15/2023	Comcast Business	1000800 · General Fund Checking	
Bill	173179216	05/26/2023		401320 · Communications	-707.51
				429320 · Communications	-203.67
				430320 · Communications	-151.56
				410320 · Communication	-1,087.60
				2381400 · Fire Fund Expense	-83.82
TOTAL					-2,214.16
Bill Pmt -Check	336724	06/15/2023	Commonwealth of PA	1000800 · General Fund Checking	
Bill	1302612	06/07/2023		436241 · General Expense	-2,500.00
TOTAL					-2,500.00
Bill Pmt -Check	336725	06/15/2023	Daniel B Krieg Inc	1000800 · General Fund Checking	
Bill	310032	06/09/2023		437260 · Small Tools and Minor Equipment	-146.00
TOTAL					-146.00
Bill Pmt -Check	336726	06/15/2023	Darryl Brown	1000800 · General Fund Checking	
Bill	6152023	06/15/2023		410186 · Uniform/Equipment Allowance	-500.00
TOTAL					-500.00
Bill Pmt -Check	336727	06/15/2023	Davis Landscape LTD	1000800 · General Fund Checking	
Bill	94436	06/01/2023		451310 · Contracted Svcs - Mowing	-9,097.00
				430310 · Contracted Svcs - Mowing	-6,186.00
TOTAL					-15,283.00
Bill Pmt -Check	336728	06/15/2023	Designs Unlimited	1000800 · General Fund Checking	
Bill	7981	05/31/2023		451241 · General Expense	-238.00
TOTAL					-238.00
Bill Pmt -Check	336729	06/15/2023	Dethlefs-Pykosh Law Group, LLC.	1000800 · General Fund Checking	
Bill	14892	06/02/2023		414310 · ZHB Solicitor	-5,287.35
TOTAL					-5,287.35
Bill Pmt -Check	336730	06/15/2023	Ehrlich	1000800 · General Fund Checking	
Bill	35477841	05/23/2023		438245 · Materials and Supplies	-3,435.88
TOTAL					-3,435.88
Bill Pmt -Check	336731	06/15/2023	Fisher Auto Parts Inc	1000800 · General Fund Checking	
Bill	337672112	06/08/2023		410375 · Maintenance & Repair Vehicle	-97.95
TOTAL					-97.95
Bill Pmt -Check	336732	06/15/2023	G.R. Sponaule	1000800 · General Fund Checking	
Bill	19638	05/22/2023		451372 · Maintenance/Repair	-856.00
TOTAL					-856.00
Bill Pmt -Check	336733	06/15/2023	Game Time	1000800 · General Fund Checking	
Bill	209159	05/25/2023		451373 · Park Athletic Fields & Playgrnd	-191.89
TOTAL					-191.89
Bill Pmt -Check	336734	06/15/2023	Glacier Computer LLC	1000800 · General Fund Checking	
Bill	100538	06/04/2023		410252 · Records Management System	-1,440.00
TOTAL					-1,440.00
Bill Pmt -Check	336735	06/15/2023	HACC	1000800 · General Fund Checking	
Bill	1881942	06/01/2023		410460 · Education and Training	-70.00
TOTAL					-70.00
Bill Pmt -Check	336736	06/15/2023	HD Forensics, LLC	1000800 · General Fund Checking	
Bill	6042023	06/04/2023		410241 · General Expenses	-2,900.00
TOTAL					-2,900.00

Susquehanna Township Check Detail

June 6 through July 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	336737	06/15/2023	HL Bowman Inc	1000800 · General Fund Checking	
Bill	76376361	04/12/2023		409370 · Maintenance and Repair	-13,500.00
Bill	76993950	04/27/2023		409370 · Maintenance and Repair	-12,800.00
Bill	79451382	06/01/2023		451372 · Maintenance/Repair	-70.00
TOTAL					-26,370.00
Bill Pmt -Check	336738	06/15/2023	Hornung Tru Value (29th St.)	1000800 · General Fund Checking	
Bill	17114	04/14/2023		451372 · Maintenance/Repair	-55.00
Bill	366771	05/25/2023		430210 · Material and Supplies	-41.98
TOTAL					-96.98
Bill Pmt -Check	336739	06/15/2023	Intermixit	1000800 · General Fund Checking	
Bill	8751	06/01/2023		407370 · IT Repairs, Main. & Service	-2,166.00
Bill	8694	06/01/2023		407370 · IT Repairs, Main. & Service	-13,023.00
TOTAL					-15,189.00
Bill Pmt -Check	336740	06/15/2023	Interstate Battery Systems of H	1000800 · General Fund Checking	
Bill	40081126	06/09/2023		410375 · Maintenance & Repair Vehicle	-433.90
TOTAL					-433.90
Bill Pmt -Check	336741	06/15/2023	K&C Communications	1000800 · General Fund Checking	
Bill	101723	05/01/2023		410375 · Maintenance & Repair Vehicle	-420.53
TOTAL					-420.53
Bill Pmt -Check	336742	06/15/2023	Kevin Scott	1000800 · General Fund Checking	
Bill	6152023	06/15/2023		410186 · Uniform/Equipment Allowance	-500.00
TOTAL					-500.00
Bill Pmt -Check	336743	06/15/2023	LB Smith Ford	1000800 · General Fund Checking	
Bill	310052	05/23/2023		410375 · Maintenance & Repair Vehicle	-324.00
Bill	306803	06/07/2023		410375 · Maintenance & Repair Vehicle	-673.44
TOTAL					-997.44
Bill Pmt -Check	336744	06/15/2023	Lee Tarasi	1000800 · General Fund Checking	
Bill	6152023	06/15/2023		410186 · Uniform/Equipment Allowance	-500.00
TOTAL					-500.00
Bill Pmt -Check	336745	06/15/2023	Life Source Water Service LLC	1000800 · General Fund Checking	
Bill	96534	06/06/2023		401241 · General Expenses	-21.24
				410241 · General Expenses	-23.00
				430241 · General Expenses	-51.75
TOTAL					-95.99
Bill Pmt -Check	336746	06/15/2023	Lowe's	1000800 · General Fund Checking	
Bill	98001392103	05/25/2023		451372 · Maintenance/Repair	-214.46
				451372 · Maintenance/Repair	-299.24
				451372 · Maintenance/Repair	-53.15
				451372 · Maintenance/Repair	-34.68
				451372 · Maintenance/Repair	-105.28
				451372 · Maintenance/Repair	-141.68
				430210 · Material and Supplies	-33.58
				430241 · General Expenses	-64.98
				433245 · Materials and Supplies	-106.61
				433245 · Materials and Supplies	-28.47
				430210 · Material and Supplies	-87.42
				433245 · Materials and Supplies	-62.44
				451372 · Maintenance/Repair	-33.00
				451372 · Maintenance/Repair	-155.73
TOTAL					-1,420.70
Bill Pmt -Check	336747	06/15/2023	Luke Longenecker	1000800 · General Fund Checking	
TOTAL					0.00
Bill Pmt -Check	336748	06/15/2023	McCarthy Tire & Automotive Cen	1000800 · General Fund Checking	
Bill	10122659	08/06/2023		410375 · Maintenance & Repair Vehicle	-544.84
TOTAL					-544.84
Bill Pmt -Check	336749	06/15/2023	Momin Bhatti	1000800 · General Fund Checking	
Bill	202305	06/03/2023		400460 · Meetings & Continuing Education	-1,400.00
TOTAL					-1,400.00
Bill Pmt -Check	336750	06/15/2023	NAPA Auto Parts	1000800 · General Fund Checking	
Bill	3081800793	05/04/2023		410375 · Maintenance & Repair Vehicle	-330.50
Bill	3081801093	05/10/2023		430375 · Vehicle Expenses	-14.40
Bill	3081801253	05/12/2023		410375 · Maintenance & Repair Vehicle	-56.84
Bill	3081801424	05/16/2023		430375 · Vehicle Expenses	-20.55

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Type	Num	Date	Name	Account	Paid Amount
Bill	3081802245	05/31/2023		430375 · Vehicle Expenses	-68.80
TOTAL					-489.09
Bill Pmt -Check	336751	06/15/2023	NMS Labs	1000800 · General Fund Checking	
Bill	1209042	05/31/2023		410241 · General Expenses	-283.00
Bill	1209043	05/31/2023		410241 · General Expenses	-283.00
Bill	1209044	05/31/2023		410241 · General Expenses	-283.00
Bill	1209045	05/31/2023		410241 · General Expenses	-283.00
TOTAL					-1,132.00
Bill Pmt -Check	336752	06/15/2023	PA Chiefs of Police Assoc	1000800 · General Fund Checking	
Bill	6323	05/31/2023		410241 · General Expenses	-200.00
TOTAL					-200.00
Bill Pmt -Check	336753	06/15/2023	PA Media Group	1000800 · General Fund Checking	
Bill	10854763	05/30/2023		401341 · Advertising	-365.46
Bill	10970101	06/04/2023		401341 · Advertising	-150.08
TOTAL					-518.54
Bill Pmt -Check	336754	06/15/2023	Paul Zimmerman Foundries	1000800 · General Fund Checking	
Bill	55468	05/14/2023		410241 · General Expenses	-1,397.00
TOTAL					-1,397.00
Bill Pmt -Check	336755	06/15/2023	Penn Prime	1000800 · General Fund Checking	
Bill	11620	08/01/2023		488100 · Insurance- Liability	-9,168.86
				488200 · Insurance- Property/Casualty	-12,708.44
				488300 · Insurance- Automobile	-14,861.03
				488400 · Insurance- Public Officials	-12,141.84
				488500 · Insurance- Police Professional	-17,088.83
TOTAL					-65,964.00
Bill Pmt -Check	336756	06/15/2023	Pennboc	1000800 · General Fund Checking	
Bill	6072023	06/07/2023		413420 · Dues, Subscription, and Member	-85.00
TOTAL					-85.00
Bill Pmt -Check	336757	06/15/2023	Pennsylvania One Call System	1000800 · General Fund Checking	
Bill	1010322	05/30/2023		429241 · General Expenses	-33.25
Bill	1010674	05/30/2023		438241 · General Expense	-32.53
TOTAL					-65.78
Bill Pmt -Check	336758	06/15/2023	Petty Cash	1000800 · General Fund Checking	
Bill	6152023	08/15/2023		430241 · General Expenses	-52.50
				430241 · General Expenses	-32.00
				430241 · General Expenses	-24.99
TOTAL					-109.49
Bill Pmt -Check	336759	06/15/2023	PMHC	1000800 · General Fund Checking	
Bill	132022	06/06/2023		401190 · Employee Insurances	-4,103.15
				402190 · Employee Insurances	-3,847.25
				410190 · Employee Insurances	-91,751.78
				410196 · Post-Retirement Med Insurance	-33,873.84
				413190 · Employee Insurance	-3,811.97
				414190 · Employee Insurances	-2,143.42
				429190 · Employee Insurances	-15,095.80
				430190 · Employee Insurances	-33,738.12
				436190 · Employee Insurances	-3,693.56
				451190 · Employee Insurances	-4,888.51
				2381400 · Fire Fund Expense	-91.85
				2380180 · Medical Insurance Former Empl	-2,437.19
TOTAL					-199,276.42
Bill Pmt -Check	336760	06/15/2023	PP&L Electric Utilities	1000800 · General Fund Checking	
Bill	1973129002	05/23/2023		430360 · Utilities	-261.17
				451360 · Utilities-Parks	-1,038.80
				408360 · Utilities	-35.87
Bill	9339908001	05/23/2023		2381400 · Fire Fund Expense	-197.41
				433361 · Traffic Signal-Electric	-943.14
TOTAL					-2,473.99
Bill Pmt -Check	336761	06/15/2023	PSATS	1000800 · General Fund Checking	
Bill	135359	05/29/2023		430470 · CDL Drug & Alcohol Testing	-423.00
TOTAL					-423.00
Bill Pmt -Check	336762	06/15/2023	RF Fager Co	1000800 · General Fund Checking	
Bill	5082580001	05/05/2023		430375 · Vehicle Expenses	-83.13
TOTAL					-83.13

Susquehanna Township
Check Detail
June 6 through July 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	336763	06/15/2023	Scott Meier	1000800 · General Fund Checking	
Bill	6152023	06/15/2023		410185 · Uniform/Equipment Allowance	-500.00
TOTAL					-500.00
Bill Pmt -Check	336764	06/15/2023	Service Supply Corp	1000800 · General Fund Checking	
Bill	198412	04/13/2023		451373 · Park Athletic Fields & Playgrd	-489.44
TOTAL					-489.44
Bill Pmt -Check	336765	06/15/2023	Shawki Lacey	1000800 · General Fund Checking	
Bill	6152023	06/15/2023		410185 · Uniform/Equipment Allowance	-500.00
TOTAL					-500.00
Bill Pmt -Check	336766	06/15/2023	Shearer Locksmith Inc	1000800 · General Fund Checking	
Bill	83300	05/03/2023		430210 · Material and Supplies	-15.00
TOTAL					-15.00
Bill Pmt -Check	336767	06/15/2023	Snyder Brothers Inc.	1000800 · General Fund Checking	
Bill	167807	06/06/2023		409360 · Utilities	-115.19
				430360 · Utilities	-234.13
				2381400 · Fire Fund Expense	-89.78
				2381400 · Fire Fund Expense	-174.40
				2381400 · Fire Fund Expense	-54.45
TOTAL					-847.93
Bill Pmt -Check	336768	06/15/2023	Sports Paradise	1000800 · General Fund Checking	
Bill	9484	05/30/2023		410238 · Uniforms - Police	-1,920.40
TOTAL					-1,920.40
Bill Pmt -Check	336769	06/15/2023	Steelton Community Cats	1000800 · General Fund Checking	
Bill	4302023	05/30/2023		420319 · Stray Animal Control	-525.00
Bill	5312023	06/14/2023		420319 · Stray Animal Control	-1,800.00
TOTAL					-2,325.00
Bill Pmt -Check	336770	06/15/2023	Stephenson Equipment, Inc.	1000800 · General Fund Checking	
Bill	20018028	05/24/2023		430375 · Vehicle Expenses	-78.48
Bill	17010843	06/01/2023		430210 · Material and Supplies	-11.86
Bill	17010854	06/06/2023		430375 · Vehicle Expenses	-71.00
Bill	90011238	06/06/2023		430375 · Vehicle Expenses	-575.00
TOTAL					-736.44
Bill Pmt -Check	336771	06/15/2023	Suez	1000800 · General Fund Checking	
Bill	203470620000	05/26/2023		451360 · Utilities-Parks	-39.78
Bill	200724783522	05/26/2023		451360 · Utilities-Parks	-37.67
Bill	208850030000	05/30/2023		409360 · Utilities	-111.59
Bill	208487588481	06/07/2023		451360 · Utilities-Parks	-43.03
TOTAL					-232.07
Bill Pmt -Check	336772	06/15/2023	Summer Alaire Miller	1000800 · General Fund Checking	
Bill	8132023	06/13/2023		414317 · Steno Fees - ZHB	-320.00
TOTAL					-320.00
Bill Pmt -Check	336773	06/15/2023	Susquehanna Township Authority	1000800 · General Fund Checking	
Bill	220083	05/31/2023		409360 · Utilities	-17.10
Bill	219897	05/31/2023		409360 · Utilities	-148.07
Bill	219910	05/31/2023		409360 · Utilities	-250.53
Bill	219912	05/31/2023		409360 · Utilities	-87.30
Bill	219958	05/31/2023		409360 · Utilities	-34.80
Bill	220012	05/31/2023		409360 · Utilities	-241.00
Bill	220085	05/31/2023		409360 · Utilities	-34.80
Bill	220093	05/31/2023		409360 · Utilities	-4.80
Bill	219805	05/31/2023		409360 · Utilities	-4.80
Bill	219906	05/31/2023		409360 · Utilities	-57.30
Bill	220008	05/31/2023		409360 · Utilities	-182.65
Bill	220087	05/31/2023		409360 · Utilities	-34.80
Bill	220089	05/31/2023		409360 · Utilities	-57.30
Bill	220090	05/31/2023		409360 · Utilities	-34.80
Bill	220091	05/31/2023		409360 · Utilities	-141.24
TOTAL					-1,301.29
Bill Pmt -Check	336774	06/15/2023	The Little Tool Truck, LLC	1000800 · General Fund Checking	
Bill	5242318388	05/24/2023		437260 · Small Tools and Minor Equipment	-104.50
TOTAL					-104.50
Bill Pmt -Check	336775	06/15/2023	The UPS Store	1000800 · General Fund Checking	
Bill	13	04/30/2023		410241 · General Expenses	-44.64
TOTAL					-44.64

Susquehanna Township

Check Detail

June 6 through July 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	336776	06/15/2023	Thomson Reuters - West	1000800 - General Fund Checking	
Bill	848439267	06/14/2023		410241 - General Expenses	-231.00
TOTAL					-231.00
Bill Pmt -Check	336777	06/16/2023	Tillett Toilets	1000800 - General Fund Checking	
Bill	233042	06/07/2023		451374 - Park Restroom Supplies & Repair	-96.00
TOTAL					-96.00
Bill Pmt -Check	336778	06/15/2023	Toshiba Financial Services	1000800 - General Fund Checking	
Bill	5025393066	06/03/2023		407280 - General Software/Hardware	-1,751.09
TOTAL					-1,751.09
Bill Pmt -Check	336779	06/15/2023	Truck Parts Plus	1000800 - General Fund Checking	
Bill	794641	06/08/2023		430375 - Vehicle Expenses	-247.36
TOTAL					-247.36
Bill Pmt -Check	336780	06/16/2023	Verizon 2	1000800 - General Fund Checking	
Bill	9935787583	06/08/2023		410320 - Communication	-1,158.06
				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	-343.23
TOTAL					-2,157.52
Bill Pmt -Check	336781	06/15/2023	Wendy Dowe	1000800 - General Fund Checking	
Bill	6152023	06/15/2023		2382000 - Police Donations	-65.00
TOTAL					-65.00
Bill Pmt -Check	336782	06/16/2023	Zencity Technologies US Inc.	1000800 - General Fund Checking	
Bill	238000128	05/22/2023		407280 - General Software/Hardware	-20,000.00
TOTAL					-20,000.00
Bill Pmt -Check	336783	06/19/2023	Eric Longenecker	1000800 - General Fund Checking	
Bill	5312023	05/31/2023		2381200 - Stormwater Management	-19,464.00
TOTAL					-19,464.00
Bill Pmt -Check	336784	06/27/2023	Robert Martin	1000800 - General Fund Checking	
Bill	2023a	06/27/2023		410186 - Uniform/Equipment Allowance	-210.00
TOTAL					-210.00
Bill Pmt -Check	336785	07/03/2023	Cardmember Service	1000800 - General Fund Checking	
Bill	4798510055137208	06/13/2023		430241 - General Expenses	-285.34
				430460 - Education and Training	-38.97
				410460 - Education and Training	-987.25
				410210 - Materials and Supplies	-75.32
				410241 - General Expenses	-39.65
				410210 - Materials and Supplies	-81.18
				2381350 - Canine	-114.93
				410241 - General Expenses	-239.94
				410241 - General Expenses	-254.97
				410375 - Maintenance & Repair Vehicle	-9.00
				410241 - General Expenses	-9.99
				410375 - Maintenance & Repair Vehicle	-9.00
				410375 - Maintenance & Repair Vehicle	-9.00
				410450 - Education and Training	-39.99
				410238 - Uniforms - Police	-90.00
				410241 - General Expenses	-173.85
				410260 - Minor Equipment	-432.48
				410241 - General Expenses	-139.00
				410420 - Dues, Subscription, and Member	-140.00
				410375 - Maintenance & Repair Vehicle	-143.67
				410375 - Maintenance & Repair Vehicle	-69.21
				2381400 - Fire Fund Expense	-278.24
				2381400 - Fire Fund Expense	-125.97
				451372 - Maintenance/Repair	-468.64
				451241 - General Expense	-29.00
				451241 - General Expense	-29.00
				451317 - Day Camp	-11.00
				451317 - Day Camp	-11.00
				451317 - Day Camp	-11.00
				451317 - Day Camp	-15.00
				451460 - Education, Training, and Member	-35.00
				451241 - General Expense	-100.00
				451362 - Pond Mgmt - Boyd Park	-223.02
				451460 - Education, Training, and Member	-401.25
				401460 - Education and Training	-287.67
				436241 - General Expense	-495.00
				436241 - General Expense	-199.00
				401241 - General Expenses	-440.00

Susquehanna Township

Check Detail

June 6 through July 6, 2023

Type	Num	Date	Name	Account	Paid Amount
				401460 - Education and Training	-8.18
				401460 - Education and Training	-15.46
				401460 - Education and Training	-40.00
				401460 - Education and Training	-11.00
				401460 - Education and Training	-453.72
				401330 - Vehicle Expenses	-70.00
				401241 - General Expenses	-41.20
TOTAL					-7,181.09
Bill Pmt -Check	336786	07/03/2023	Inez Thornton	1000800 - General Fund Checking	
Bill	6272023	06/27/2023		410196 - Post-Retirement Med Insurance	-950.00
TOTAL					-950.00
Bill Pmt -Check	336787	07/03/2023	Richard Pastucka	1000800 - General Fund Checking	
Bill	06272023	06/27/2023		410196 - Post-Retirement Med Insurance	-600.00
TOTAL					-600.00

Susquehanna Township
ACH Monthly Withdrawals
Month of June 2023

Dig My Earth	\$ 2,377.35
Enterprise	\$ 3,774.17
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>\$ 18,651.89</u>
Total ACH Withdrawals	\$ 38,969.58

Payroll Disbursements for June 2023

Payroll 6/15/23	\$ 332,376.38
Payroll 6/30/23	<u>\$ 342,183.43</u>
Total Payroll Disbursements	\$ 674,559.81

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07/07/23

Susquehanna Township - Highway Fund
Check Detail
June 6 through July 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	102387	06/23/2023	Atlantic Transportation Systems, Inc.	1008000 - Checking Account	
Bill	23100	05/18/2023		433370 - Maint. - Traffic Signals	-245.00
Bill	23121	06/06/2023		433370 - Maint. - Traffic Signals	-2,015.00
Bill	23125	06/15/2023		433370 - Maint. - Traffic Signals	-394.00
TOTAL					-2,654.00
Bill Pmt -Check	102388	06/23/2023	Chemung Supply Corp	1008000 - Checking Account	
Bill	23869	05/24/2023		436250 - Guide Rail Repairs	-2,621.00
TOTAL					-2,621.00
Bill Pmt -Check	102389	06/23/2023	D. E. Gemmill	1008000 - Checking Account	
Bill	231518	05/31/2023		438370 - Line Painting	-27,398.00
TOTAL					-27,398.00
Bill Pmt -Check	102390	06/23/2023	Daniel B Krieg Inc	1008000 - Checking Account	
Bill	309759	05/23/2023		433370 - Maint. - Traffic Signals	-378.00
Bill	309785	05/24/2023		433245 - Street Signs	-90.00
Bill	309820	05/26/2023		433245 - Street Signs	-93.50
Bill	309861	05/30/2023		433370 - Maint. - Traffic Signals	-378.00
TOTAL					-939.50
Bill Pmt -Check	102391	06/23/2023	Pennsy Supply	1008000 - Checking Account	
Bill	3244799	05/16/2023		439600 - Road Construction Projects	-526.99
Bill	3245113	05/17/2023		439600 - Road Construction Projects	-302.76
Bill	3247993	05/31/2023		439600 - Road Construction Projects	-1,208.76
Bill	3248472	06/02/2023		439600 - Road Construction Projects	-1,211.03
Bill	3249595	06/07/2023		439600 - Road Construction Projects	-1,673.09
TOTAL					-4,922.63

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07/07/23

Susquehanna Township Street Light Fund

Check Detail

June 6 through July 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	1280	06/21/2023	PP&L	1008000 - Checking Account	
Bill	9400119001	05/30/2023		434351 - Street Lighting	-7,380.95
Bill	9193311008	05/30/2023		434361 - Street Lighting	-21,163.53
TOTAL					-28,544.48

Susquehanna Township Fire Protection Fund
Check Detail
June 6 through July 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	709872	06/12/2023	Interstate Battery Systems of H	1008000 · Checking Account	
Bill	40079580	03/17/2023		411541 · Progress Fire Company	-535.80
TOTAL					-535.80
Bill Pmt -Check	709873	06/23/2023	Atlantic Tactical	1008000 · Checking Account	
Bill	80802783	05/04/2023		411541 · Progress Fire Company	-223.97
TOTAL					-223.97
Bill Pmt -Check	709874	06/23/2023	Benchmark Insurance Company	1008000 · Checking Account	
Bill	23175304	07/01/2023		411195 · W.C. Insurance	-4,673.00
TOTAL					-4,673.00
Bill Pmt -Check	709875	06/23/2023	Capital Region Water	1008000 · Checking Account	
Bill	140410111	05/25/2023		411542 · Rescue Fire Company	-89.40
Bill	620674070	05/25/2023		411541 · Progress Fire Company	-211.69
TOTAL					-301.09
Bill Pmt -Check	709876	06/23/2023	CF Acri & Son Inc	1008000 · Checking Account	
Bill	5042023	05/04/2023		411542 · Rescue Fire Company	-490.00
TOTAL					-490.00
Bill Pmt -Check	709877	06/23/2023	Cleveland Brothers	1008000 · Checking Account	
Bill	6456813	05/16/2023		411542 · Rescue Fire Company	-257.45
TOTAL					-257.45
Bill Pmt -Check	709878	06/23/2023	Colliflower Inc	1008000 · Checking Account	
Bill	2032426	05/25/2023		411541 · Progress Fire Company	-25.47
TOTAL					-25.47
Bill Pmt -Check	709879	06/23/2023	Comcast	1008000 · Checking Account	
Bill	8993110580181328	05/16/2023		411542 · Rescue Fire Company	-114.85
Bill	8993110580184413	05/19/2023		411541 · Progress Fire Company	-393.00
Bill	8993110580012408	05/19/2023		411541 · Progress Fire Company	-79.77
Bill	8993110580226115	05/23/2023		411542 · Rescue Fire Company	-31.22
Bill	8993110580046638	06/05/2023		411542 · Rescue Fire Company	-116.85
TOTAL					-735.69
Bill Pmt -Check	709880	06/23/2023	Commerical Refrigeration of Harrisburg	1008000 · Checking Account	
Bill	19839	05/24/2023		411541 · Progress Fire Company	-727.16
TOTAL					-727.16
Bill Pmt -Check	709881	06/23/2023	Commonwealth of PA Fed Prop	1008000 · Checking Account	
Bill	619095	06/02/2023		411375 · Vehicle Expenses- Shop 84	-50.00
TOTAL					-50.00
Bill Pmt -Check	709882	06/23/2023	Fire & Rescue Products	1008000 · Checking Account	
Bill	102991	05/12/2023		411542 · Rescue Fire Company	-57.96
TOTAL					-57.96
Bill Pmt -Check	709883	06/23/2023	Fisher Auto Parts Inc	1008000 · Checking Account	
Bill	333341364	05/16/2023		411542 · Rescue Fire Company	-27.01
Bill	333341668	05/18/2023		411542 · Rescue Fire Company	-287.87
Bill	333342224	05/25/2023		411541 · Progress Fire Company	-95.33
Bill	333343588	06/09/2023		411542 · Rescue Fire Company	-154.42
TOTAL					-564.63
Bill Pmt -Check	709884	06/23/2023	Glick Fire Equipment Co	1008000 · Checking Account	

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Susquehanna Township Fire Protection Fund
Check Detail
June 6 through July 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill	344485	05/08/2023		411542 · Rescue Fire Company	-76.99
TOTAL					-76.99
Bill Pmt -Check	709885	06/23/2023	Kint	1008000 · Checking Account	
Bill	143085	05/15/2023		411540 · Edgemont Fire Company	-755.80
TOTAL					-755.80
Bill Pmt -Check	709886	06/23/2023	M & K Truck Center	1008000 · Checking Account	
Bill	112035	06/13/2023		411541 · Progress Fire Company	-102.98
TOTAL					-102.98
Bill Pmt -Check	709887	06/23/2023	Penn Pest, LLC.	1008000 · Checking Account	
Bill	49189	06/08/2023		411541 · Progress Fire Company	-70.00
TOTAL					-70.00
Bill Pmt -Check	709888	06/23/2023	PP&L Electric Utilities	1008000 · Checking Account	
Bill	6289516003	05/22/2023		411541 · Progress Fire Company	-734.71
				411540 · Edgemont Fire Company	-254.74
				411542 · Rescue Fire Company	-320.75
TOTAL					-1,310.20
Bill Pmt -Check	709889	06/23/2023	Rescue Fire Company	1008000 · Checking Account	
Bill	7270	05/08/2023		411542 · Rescue Fire Company	-457.00
TOTAL					-457.00
Bill Pmt -Check	709890	06/23/2023	Royers Flowers	1008000 · Checking Account	
Bill	715828	05/31/2023		411542 · Rescue Fire Company	-200.00
Bill	266217	05/31/2023		411239 · Misc. Expenses	-72.48
TOTAL					-272.48
Bill Pmt -Check	709891	06/23/2023	Suez	1008000 · Checking Account	
Bill	208568920000	05/30/2023		411542 · Rescue Fire Company	-135.61
Bill	201770221711	05/30/2023		411542 · Rescue Fire Company	-267.66
Bill	208601030000	05/30/2023		411363 · Fire Hydrants	-9,805.24
Bill	206833720000	05/30/2023		411542 · Rescue Fire Company	-92.75
Bill	209367030000	06/07/2023		411540 · Edgemont Fire Company	-119.64
TOTAL					-10,420.90
Bill Pmt -Check	709892	06/23/2023	Susquehanna Township Authority	1008000 · Checking Account	
Bill	204326	05/31/2023		411541 · Progress Fire Company	-144.78
Bill	220061	05/31/2023		411541 · Progress Fire Company	-75.48
Bill	204325	05/31/2023		411542 · Rescue Fire Company	-103.80
TOTAL					-324.06
Bill Pmt -Check	709893	06/23/2023	Tom Stephenson Generator Service	1008000 · Checking Account	
TOTAL					0.00
Bill Pmt -Check	709894	06/23/2023	Triangle Fire Protection Inc	1008000 · Checking Account	
Bill	5314	05/15/2023		411542 · Rescue Fire Company	-280.00
TOTAL					-280.00
Bill Pmt -Check	709895	06/23/2023	UGI Utilities	1008000 · Checking Account	
Bill	411000928696	06/06/2023		411542 · Rescue Fire Company	-61.98
Bill	411002074580	08/12/2023		411541 · Progress Fire Company	-112.25
Bill	411000375294	08/12/2023		411540 · Edgemont Fire Company	-56.44
Bill	411001602811	05/14/2023		411542 · Rescue Fire Company	-44.22
TOTAL					-274.89
Bill Pmt -Check	709896	06/23/2023	Verizon - Lehigh Valley	1008000 · Checking Account	

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07/07/23

Susquehanna Township Fire Protection Fund Check Detail

June 6 through July 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill	550772618000176	05/06/2023		411542 · Rescue Fire Company	-136.10
Bill	550772618000176	06/06/2023		411542 · Rescue Fire Company	-136.27
TOTAL					-272.37
Bill Pmt -Check	709897	06/23/2023	Verizon Wireless	1008000 · Checking Account	
Bill	9928605965	05/25/2023		411542 · Rescue Fire Company	-252.67
Bill	9931678360	06/03/2023		411541 · Progress Fire Company	-162.12
TOTAL					-414.79

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07/07/23

Susquehanna Township - Developers Recreation Fund
Check Detail
June 6 through July 6, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	132	06/23/2023	HRG Inc Consulting Engineers	1008100 · Centric Bank - Boyd Foundation	
Bill	171256	06/05/2023		4200020 · Boyd Park Project	-1,013.00
TOTAL					-1,013.00
Bill Pmt -Check	1191	06/21/2023	Campbell Thomas & Co.	1008000 · Centric Checking	
Bill	2023000	04/30/2023		408120 · Greenway Planning	-26,496.32
TOTAL					-26,496.32
Bill Pmt -Check	1192	06/21/2023	Davis Landscape LTD	1008000 · Centric Checking	
Bill	94220	05/30/2023		4200100 · Park Maintenance	-3,335.00
TOTAL					-3,335.00
Bill Pmt -Check	1193	06/21/2023	River Valley Landscapes, Inc.	1008000 · Centric Checking	
Bill	10398	05/18/2023		4200040 · Edgemont Park Upgrades	-1,500.00
TOTAL					-1,500.00
Bill Pmt -Check	1194	06/21/2023	YSM Landscape Architects	1008000 · Centric Checking	
Bill	7217	06/06/2023		408100 · Wedgewood Master Plan	-7,826.32
TOTAL					-7,826.32
Bill Pmt -Check	1195	06/23/2023	HRG Inc Consulting Engineers	1008000 · Centric Checking	
Bill	171258	06/05/2023		4200040 · Edgemont Park Upgrades	-1,629.00
TOTAL					-1,629.00

CERTIFICATE OF SUBSTANTIAL COMPLETION

Owner: Hawthorne SPE

Owner's Contract No.:

Contractor: York Excavating Co

Contractor's Project No.: 2053

Engineer: HRG

Engineer's Project No.: R008094.0425

Project: Sus. Union Green HOP

Contract Name:

This Certificate of Substantial Completion applies to:

- All Work- Progress Ave The following specified portions of the Work:
 Excluding power to traffic
 signal at Progress Ave and
 Garrison Ave.

October 27, 2022

Date of Substantial Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Work or portion thereof designated above is hereby established, subject to the provisions of the Contract pertaining to Substantial Completion. The date of Substantial Completion in the final Certificate of Substantial Completion marks the commencement of the contractual correction period and applicable warranties required by the Contract.

A punch list of items to be completed or corrected is attached to this Certificate. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract.

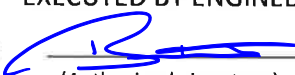
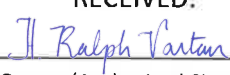
The responsibilities between Owner and Contractor for security, operation, safety, maintenance, heat, utilities, insurance, and warranties upon Owner's use or occupancy of the Work shall be as provided in the Contract, except as amended as follows: **[Note: Amendments of contractual responsibilities recorded in this Certificate should be the product of mutual agreement of Owner and Contractor; see Paragraph 15.03.D of the General Conditions.]**

Amendments to Owner's responsibilities: None As follows

Amendments to Contractor's responsibilities: None As follows:

The following documents are attached to and made a part of this Certificate: *[punch list; others]*

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents, nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract.

EXECUTED BY ENGINEER:		RECEIVED:		RECEIVED:	
By: <u></u>	By: <u></u>	By: <u></u>			
(Authorized signature)	Owner (Authorized Signature)	Contractor (Authorized Signature)			
Title: <u>Project Manager</u>	Title: <u>President</u>	Title: <u>Project Manager</u>			
Date: <u>1/19/2023</u>	Date: <u>1/19/2023</u>	Date: <u>11-16-2022</u>			

HAWTHORNE SPE LLC

P.O. Box 60005 • Harrisburg, PA 17106-0005
Tel (717) 657-0100 • Fax (717) 657-0263

January 26, 2023

Susquehanna Township
Attn: David Pribulka, Manager/Secretary
1900 Linglestown Road
Harrisburg, PA 17110
dpribulka@susquehannatwp.com

Terraces at Maplewood DE LLC
Attn: Bryce Burkentine
1454 Baltimore Street Suite A
Hanover, PA 17331

RE: Easement Agreement by and between Hawthorne
SPE LLC ("Hawthorne"), Terraces at Maplewood
DE LLC ("TAM"), and Susquehanna Township

Dear David and Bryce:

Pursuant to the Easement Agreement dated December 8, 2022 and recorded in the Office of the Recorder of Deeds in and for Dauphin County, Pennsylvania on January 26, 2023, at Instrument No. 20230001936 (the "Easement"), enclosed, please find the Certificate of Substantial Completion regarding the Susquehanna Union Green Highway Occupancy Work – Progress Avenue Highway Occupancy Permit No. 189378). For ease of reference, I have also enclosed a copy of the Recorded Easement.

Pursuant to Section 1(c) of the Easement, we respectfully request that: (1) Susquehanna Township pay to Hawthorne the sum of \$70,000.00, which represents the amount being held in trust by the Township pursuant to the Access Agreement (as defined in the Easement); and (2) TAM pay to Hawthorne the sum of \$30,000.00, which represents TAM's share of the Traffic Lights Costs (as defined in the Easement).

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

HAWTHORNE SPE LLC



Nicole L. Conway
Secretary

cc: Michael McAuliffe Miller, Esquire
Eckert Seamans Cherin & Mellott
213 Market Street, 8th Floor
Harrisburg, PA 17101
mmiller@eckertseamans.com
w/enclosures via electronic mail

Burkentine & Sons Builders, Inc.
Attn: Mickey Thompson
1454 Baltimore Street Suite A
Hanover, PA 17331
mickey@burkentine.com
w/enclosures via electronic mail



Client: 3505747

Printed on: 6/20/2023

Created on: 6/20/2023

Susquehanna Township
Attn: David Pribulka
1900 Linglestown Road
Harrisburg, PA 17110

Bartlett Tree Experts
Brian Chase - Representative
40 Leigh Drive
York, PA 17406-9843
Mobile Phone: 717-512-6368
E-Mail Address: Bchase@bartlett.com
Bus. Reg. ID: BU2550
Registration: PA6160

Property Address: 1680 Pebble Brook Lane, Harrisburg, PA 17110

The following program is recommended for certain trees and shrubs on your property. In addition to a thorough plant health care program, Bartlett Tree Experts recommends having a qualified arborist inspect your property periodically to assist you in identifying potential risks or hazardous conditions relating to your trees or shrubs. THIS IS NOT AN INVOICE.

Hello,

Thank you for selecting the Bartlett Tree Expert Company to provide you with scientific tree and shrub care. This proposal is based on my knowledge and inspection of your trees and shrubs. Your decision to employ Bartlett, as the contractor for this work will ensure that certified tree experts and arborists are available to consult with you on all phases of protecting and maintaining the trees and shrubs on your property.

Tree and Shrub Work:

Natural Pruning

Species	Location
large Black Oak, <i>Quercus velutina</i>	behind house on shutt mill park property

Goals:

- Reduce risk of branch failure
- Improve appearance
- Reduce weight of branch ends
- Improve clearance to house

Specifications:

- Reduce and/or remove dead, over-extended branches as needed, 1-6 inch diameter cut(s), growing toward house
- Remove all debris

Estimated Completion Date: 7/5/2023 thru 8/3/2023

Client: 3505747

Printed on: 6/20/2023

Created on: 6/20/2023

Arborist Notes:

- Remove three lowest live branches and two larger dead branches growing towards house.

Remove multiple hangers higher in canopy.

Chip smaller branches, leave larger wood in weeds below tree.

Amount: \$1,308.00

Total Amount: \$1,308.00

Thank you for the confidence you place in the Bartlett Tree Expert Company. If you have any questions about my recommendations, please feel free to contact me. Please sign below to approve the items listed in the proposal and send or fax a copy to our office. If not all items are selected at this time, please designate the portions you have selected and I will schedule the treatments accordingly.

Thank you,
Brian

Down payment (if any) \$_____.

SCHEDULE OF WORK PROPOSED:

Bartlett Tree Experts will perform the above referenced tree care service in a safe, professional manner. Bartlett Tree Experts will coordinate all job planning and scheduling; equipment requirements, and work crew staffing and direction pertaining to safe, professional execution of this service.

NOTICE OF RIGHT OF RESCISSION:

You, the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this agreement. Such cancellation may be made without penalty, or obligation, and shall entitle you to a full refund of any money provided as a down payment for services. Should you choose to cancel this agreement, you may do so by mailing a copy of this proposal with the word "cancelled" with the date of cancellation and your signature, mail certified, receipt requested to the Bartlett Tree Experts office listed on the proposal, by delivering the cancelled proposal in person to the listed office, or by sending any other written notice of your cancellation to the listed office. All money received as a down payment shall be returned within thirty days of receipt of any notice of cancellation.

AUTHORIZATION TO PROCEED:

I hereby authorize Bartlett Tree Experts to perform the above services. Unless otherwise agreed upon in writing by Bartlett Tree Experts, I agree to make total payment of the estimated costs and all authorized additional costs upon completion of the work.

After reviewing the terms and conditions listed on the back of this document, which are attached and become part of this agreement, please sign the enclosed copy and return in the enclosed envelope. The original document should be retained for your reference. Should you have any questions or need further information, please contact our office whose number is located on the first page.

The phone number for the Pennsylvania Bureau of Consumer Affairs is 1-888-520-6680

Please review the terms and conditions attached, which become part of the agreement, and sign and return one copy authorizing the program.

(Customer Signature)

(Date)

(Bartlett Representative - Brian Chase)

6/20/2023

(Date)

Client: 3505747

Printed on: 6/20/2023

Created on: 6/20/2023

* Sales tax added where applicable. Prices are guaranteed if accepted within thirty days.

All accounts are net payable upon receipt of invoice.

Work is done in accordance with ANSI A300 Tree Care Standards.

To access a certificate of liability insurance for Bartlett Tree Experts, please navigate to

<http://www.bartlett.com/BartlettCOL.pdf>

A Job Site Safety Analysis was completed for your property, please contact your arborist for further details.

The F.A. Bartlett Tree Expert Company (“**Bartlett Tree Experts**”) provides tree-care and related services to commercial and government clients. The agreed upon “Work” has been expressed in a separate Client Agreement between Bartlett Tree Experts and the Client, and is identified within the portion of the Client Agreement communicating the Scope of Work, the Goals, the Specifications, the Schedule for the Work, and the Payment Terms. These general terms combine with the approved Client Agreement and form the complete agreement between the parties.

**Article 1
TREE RISK**

1.1 Tree Risk

- (a) The Client acknowledges that having trees on one’s property involves risk, including the risk that a tree or tree limb might fall. As part of the Work, Bartlett Tree Experts may recognize the risk posed by failure of trees within the scope of the Work and recommend to the Client ways to reduce that risk, but the Client acknowledges that Bartlett Tree Experts cannot detect all defects and other conditions that present the risk of tree failure and cannot predict how all trees will respond to future events and circumstances. Trees can fail unpredictably, even if no defects or other conditions are apparent. Bartlett Tree Experts will not be responsible for damages caused by subsequent failure of a tree, or tree part, within or around the scope of the Work due to defects or other preexisting structural or health conditions.
- (b) Unless the Work includes having Bartlett Tree Experts perform a tree risk assessment for designated trees, the Client acknowledges that in performing the Work Bartlett Tree Experts is not required to inspect and report to the Client on risks to, and risks posed by, trees on or near the Client’s property.
- (c) The Client also acknowledges that because trees are living organisms that change over time, the best protection against the risk associated with having trees on the Client’s property is for the Client to arrange to have them inspected by a qualified arborist annually and after each major weather event to identify any defects or other conditions that present the risk of tree failure. Then, once inspected, the Client should review any possible defects or conditions that present the risk of failure and request recommendations for, and implement, remedial actions to mitigate the risks.

**Article 2
THE WORK**

2.1 Ownership

The Client states that all trees and other vegetation within the scope of the Work are owned by the Client or that the owner has authorized the Client to include them within the scope of the Work.

2.2 Insurance

- (a) Bartlett Tree Experts states that it is insured for liability resulting from injury to persons or damage to property while performing the Work and that its employees are covered under workers’ compensation laws.
- (b) The scope of ongoing operations of the Work shall be defined as beginning when the performance on the site

begins and ending when the performance on the site concludes.

2.3 Compliance

- (a) Bartlett Tree Experts shall perform the Work competently and in compliance with the law and industry standards, including the American National Standards Institute’s A-300 Standards for tree care.
- (b) The Client is responsible for obtaining and paying for all required local permits.

2.4 Access over Roads, Driveways, and Walkways

- (a) The Client shall arrange for Bartlett Tree Experts’ representatives, vehicles, and equipment to have access during work hours to areas where the Work is to be performed. The Client shall keep roads, driveways, and walkways in those areas clear during work hours for the passage and parking of vehicles and equipment. Unless the Client Agreement states otherwise, Bartlett Tree Experts is not required to keep gates closed for animals or children.
- (b) The Client acknowledges that Bartlett Tree Experts is not responsible for damage to driveways, walkways, septic tanks, wells, underground irrigation, and other human-made surface or subsurface features caused by Bartlett Tree Experts trucks and equipment accessing, and being present in, areas where the Work is performed.

2.5 Access through a Dwelling or Building

If the Work requires access through the interior of the Client’s dwelling or the common interior areas of a multi residence or commercial building, the Client states that they have the authority to allow this access, or the owner has authorized the Client to allow this access in order for the Work to be completed as stated on the Client Agreement.

2.6 Concealed Features

- (a) The Client acknowledges that the Work could be delayed or made more expensive by the presence of features that are not apparent to Bartlett representatives (“**Concealed Features**”). Concealed Features could be above ground or underground and could be human-made (including irrigation systems, underground lighting, septic systems, pipes, oil tanks, utility lines, masonry, or concrete) or natural (including rocks and insect nests). The Client states that it has notified Bartlett Tree Experts of all Concealed Features that it is aware of in those areas where the Work is to be performed.
- (b) Bartlett Tree Experts will not be liable for damage to Concealed Features that the Client does not notify Bartlett of in writing.

- (c) If Concealed Features prevent the Work from continuing, the Client agrees to pay Bartlett Tree Experts for the all portions of the Work completed up until the time the concealed features became apparent and delayed or prevented the Work from continuing. The Client also agrees that in the event that the Concealed Features prevent any further Work from proceeding, or significantly alter the costs of the remainder of the Work within the Agreement, then the remainder of the Agreement between the Client and Bartlett Tree Experts will be considered nullified, with neither party having any further obligations to the other, and a new written agreement will be formed prior to any further Work being performed.

2.7 Potential Harm to Animals

The Client acknowledges that pets and other animals might be harmed if they swallow tree debris, such as sawdust, leaves, or branches, created during performance of the Work. Bartlett Tree Experts cleans up sawdust and other debris it creates in working on a tree, but it is unrealistic to expect that it will dispose of every piece of sawdust or debris. The client is responsible for ensuring that pets and other animals are kept from any area where debris created during the Work is present until such time as exposure of any remaining debris to the elements has sufficiently reduced the risk of harm to animals.

2.8 Weather-Event Damage

The Client acknowledges that because remediating weather-event damage might result in further damage to a structure, property, or landscaping feature already damaged in that weather event regardless of the care taken, Bartlett Tree Experts will not be responsible for any such further damage to any structure, property or landscaping feature when remediating or removing trees or tree parts that have fallen on structures, patios, decks, fences, driveways, or hardscapes are part of the Work.

2.9 Cables, Braces and Tree-Support Systems

- (a) The Client acknowledges that cables, braces or tree support systems are intended to reduce the risk associated with tree part breakage by providing supplemental support to certain areas within trees and in some cases by limiting the movement of leaders, limbs, or entire trees, and are intended to mitigate the potential damage associated with tree part breakage; but that such supplemental support systems cannot eliminate the risk of breakage or failure to trees or tree parts entirely, and future breakage and damage is still possible.
- (b) The Client acknowledges that for cables, braces or tree-support systems to function optimally, the Client must arrange for them to be inspected and maintained by a qualified arborist periodically and after each major weather event.

2.10 Lightning Protection Systems

- (a) The Client acknowledges that lightning protection systems are intended to direct a portion of the electricity from a lightning strike down through the system into the ground, and mitigate the potential damage to the tree from a

lightning strike, but that such systems cannot prevent damage to structures, nor can such systems prevent damage to trees caused by lightning entirely.

- (b) The Client acknowledges that for lightning protection systems to function optimally, the Client must arrange for them to be inspected and maintained by a qualified arborist periodically and after each major weather event.

2.11 Recreational Features

- (a) The Client acknowledges that Bartlett Tree Experts recommends stopping the use of, and removing, any tree house, ropes course, swing, or other recreational feature attached to a tree. Regardless of the health or condition of the tree, such features might be unsuited for the intended use or might place unpredictable forces on the feature or the tree, resulting in failure of the feature or the tree and injury to persons or damage to property. Bartlett Tree Experts is not responsible for the consequences of use of any such feature.
- (b) The Client acknowledges that if a recommendation is made to mitigate an observed and immediate safety issue on a tree with any such device or feature attached, such as the removal of a dead, dying, or broken limb that could fall and injure a person or damage property, the Client should not infer that following the recommendation and mitigating the immediate safety issue makes the tree in question safe for the use of the attached device or feature.

2.12 Tree Removal and Pruning

- (a) The Client acknowledges that in removing or cutting down a tree as part of the Work, Bartlett Tree Experts will cut the tree approximately 12 inches from the ground. The Client understands that any remaining stump may present a tripping hazard, and the Client should mark the area if necessary. Removing or grinding stumps is not included as part of tree removal unless stated in the Client Agreement.
- (b) If pruning tree limbs or shrubs is part of the Work, Bartlett Tree Experts will develop specifications to help meet the present goals of the Client, in accordance with industry standards. Trees and shrubs will typically require follow up pruning at various intervals to maintain a Client's goals. Based on those goals; and the species, size, location, health, and growth pattern of the tree(s) or shrub(s) which are pruned, the Client should conduct routine monitoring of each tree or shrub and communicate the need for future pruning to a qualified arborist in order to maintain the established or desired plant form or objectives.

2.13 Trees Infested with Emerald Ash Borer

- (a) The Client acknowledges that Ash trees or other trees infested with emerald ash borer can become extremely brittle and dangerous within a short period of the infestation, and the conditions of such trees could adversely change between the time a proposal to work on such a tree was written, and the time that the work is scheduled for completion.
- (b) The Client understands that if any tree or trees infested with emerald ash borer have become too dangerous to access,

climb, prune, or rig from without risking injury or damage to the Client's property, then that portion of the proposal will be considered nullified, with neither Bartlett Tree Experts nor the Client owing anything to the other for that portion of the Work, and a new proposal will need to be written and agreed upon before any work can proceed on any such infested tree.

2.14 Tree Care Maintenance or Recurring Programs

- (a) If the Client Agreement is for ongoing tree care or landscape maintenance or for a recurring maintenance or plant health care program for trees, plants or turf areas, the Client acknowledges that the purpose of this type of agreement is to maintain tree, shrub, or turf health and beauty.
- (b) The Client understands that any inspections that may be conducted during any such ongoing tree care, landscape maintenance, or recurring maintenance or plant health care type contracts are for the purpose of evaluating plant health, and determining any appropriate treatment recommendations according to the client's tree, shrub or turf health needs, and are not meant to be a safety inspections, or tree risk assessments.
- (c) The Client also understands that in no way does Bartlett Tree Experts imply nor should the Client infer that Bartlett Tree Experts assumes the responsibility for inspecting, identifying, or correcting hazards or safety issues on or near the Client's property, or conducting tree risk assessments during the course of any of its ongoing tree care, landscape maintenance, or reoccurring maintenance contracts.

2.15 Stump Grinding

- (a) If the Work includes stump-grinding services, the Client acknowledges that grinding will take place well below ground level, and the Client understands that the stump grinding area might present a tripping hazard, and the Client should mark the area if necessary until the Client removes the stump grinding debris and fills the stump grinding holes with soil to grade.
- (b) Unless the Client Agreement states otherwise, Bartlett Tree Experts is not required to remove stump-grinding debris filling stump-grinding holes, or fill stump grinding holes to grade with soil.
- (c) If tree grates or metal grates or other man made protective features existed prior to the stump removal, it is the Client's responsibility to ensure that the grates or manmade features are re-installed correctly after the stump removal and do not pose a tripping hazard.

2.16 Root Pruning

In the right circumstances, root pruning is a valuable and necessary service, but it might pose a risk to the health and structural integrity of trees. To limit that risk, Bartlett Tree Experts performs root pruning to industry standards, but the Client acknowledges that the health and structural integrity of trees within the scope of the Work might nevertheless be adversely affected by any root pruning performed as part of the Work. Bartlett Tree Experts shall assist the Client in

understanding the risks involved before opting for root pruning, but the Client will be responsible for deciding to proceed with root pruning.

2.17 Tree Risk Assessments and Inventories

- (a) If the Client Agreement is specifically for Bartlett Tree Experts to provide a level I, II, or III Tree Risk Assessment for any tree or group of trees to the Client in accordance with industry standards, the Client understands that any risk ratings and recommendations for mitigating such risks will be based on the observed defects, conditions, and factors at the time of the tree risk assessment or inventory,
- (b) The Client acknowledges that any recommendations made to mitigate risk factors or manage tree populations will be made in accordance with industry best practices and standards, but that the decision to implement the recommended mitigation practices, remove the risk factors, or manage the trees rests solely with the client.
- (c) The Client understands that all risk ratings used are intended to assist the Client with understanding the potential for tree or tree part failure, and are not meant to be used to declare any tree or tree part to be safe or free from any defect. As such, the Client should not infer that any tree or trees not having a condition class of poor or dead, or not showing a potential failure to be likely or imminent, are "safe" or will not fail in any manner.
- (d) The Client understands that it is the Client's responsibility to ensure that the assessed tree or trees are continually inspected and reassessed periodically, or after any major weather event, in order to ensure that risk rating information or any other information is kept current, and to enter any changes to risk ratings or mitigation measures to the inventory or tracking system used by the Client.

2.18 Client Trees in Hazardous Condition

If the Client Agreement specifies that one or more trees within the scope of the Work are in hazardous condition, are high or moderate risk, or should be removed for safety reasons, the Client acknowledges that removing those trees would prevent future damage from trees or tree limbs falling. If the Client requests that one or more of those trees be pruned instead of removed, the Client acknowledges that although pruning might reduce the immediate risk of limbs falling, it does not preclude the possibility of future limb, stem, or root failure. Bartlett Tree Experts is not responsible for any such future failure.

2.19 Plant Health Care or Soil Care and Fertilization Treatments

- (a) Bartlett Tree Experts states that plant health care and/or soil care and fertilization treatments will be conducted in accordance with industry standards for such services.
- (b) The Client acknowledges that if the Client Agreement requires markers or notification signs to be left on the property, then the signs must be left in place for twenty-four hours or however long is stated on the Client Agreement, whichever is longer. At the end of the prescribed period, it

will be the Client's responsibility to remove and dispose of the signs.

- (c) Bartlett Tree Experts will provide the Client with copies of all pertinent product label or safety data sheet information upon request.
- (d) The Client acknowledges that plant health care treatments are intended to mitigate pest levels to an acceptable degree, and are not intended to eradicate or eliminate any insect, disease, or other pest entirely.
- (e) The Client acknowledges that soil care and fertilization treatments may not have the intended effect if drought conditions or lack of irrigation prevent the tree, shrub, or turf area from receiving adequate water throughout the growing season.

2.20 **Schedule of Plant Health Care or Soil Care and Fertilization Treatments**

- (a) Bartlett Tree Experts will schedule all treatments for the appropriate period, given the type of plant, pest, infestation levels, weather patterns, the objectives, and other environmental considerations.
- (b) If the Client has requested a specific date within that period for the Client's plant health care treatment, the date will be placed on the agreement. If Bartlett Tree Experts is unable to perform the services on the agreed upon date, due to weather conditions, or other unforeseeable delays, Bartlett Tree Experts will reschedule the treatment for a date agreeable to the Client.
- (c) If weather conditions or other unforeseen conditions prevent or delay treatment during periods specified in the Client Agreement, and the Client has not requested a specific date, then Bartlett Tree Experts will automatically reschedule the treatments for the next most appropriate period and notify the Client.

2.21 **Integrated Pest Management**

- (a) If the Work includes integrated pest management services, the Client understands that this service will involve plant health care treatments which will be tailored to meet the Client's needs for specific trees, shrubs, turf areas, or plants. In delivering this service, Bartlett Tree Experts will consider the Client's objectives, priorities, budgetary concerns, plant materials, site conditions, pest and disease infestation levels and the expectations of those levels, and timing issues.
- (b) The Client acknowledges that this service may involve one or more inspections of specific plants to help determine insect and disease concerns, the sampling of specific plant materials or soil areas, an understanding of the cultural needs of certain plants, consideration of biological control concepts and limitations (natural and/or introduced predators), recommended improvements to physical site conditions, or the use of pesticide treatments. The integrated pest management service does not combine all possible controls and concepts for every tree, shrub, turf area, or plant, but rather it considers the most reasonable option or options for control of and mitigation of insect and

disease damages to the specific trees, shrubs, turf areas or plants as designated by the Client to meet the Client's goals.

- (c) The Client also understands and acknowledges that during the course of an integrated pest management program, as inspections are taking place, and treatments or other services are being performed to certain trees or shrubs, not every tree or shrub inspected will require a specific treatment or other service, and in fact, some trees or shrubs may not require any specific treatment or other service throughout the course of a season to maintain health and vigor if the inspections show insignificant pest thresholds, and sound environmental and cultural conditions.
- (d) The Client also understands that tree, shrub, plant and turf inspections conducted during the integrated pest management program are for the purpose of determining plant health issues and, insect and disease thresholds; and are not conducted for the purposes of determining tree, shrub, plant, or turf safety.

2.22 **Trees in Poor Health or a Severe State of Decline**

The Client acknowledges that if a tree is in poor health or in a severe state of decline, Bartlett Tree Experts cannot predict how that tree will respond to any recommended plant health care or soil care and fertilization treatment and might not be able to prevent that tree from getting worse or dying.

2.23 **Fruit-Reduction Treatment**

If fruit-reduction (including olive-reduction) treatment forms part of the Work, the Client acknowledges that although Bartlett Tree Experts will take steps to minimize the extent to which the pesticide used in in this treatment comes into contact with plants under or near the treated trees or shrubs, it is likely that some contact will occur and might damage or kill understory plants. Bartlett Tree Experts will not be liable for any such damage.

2.24 **Fruit Tree or Crop Treatment**

If the Work includes plant health care treatments to mitigate pest damage to fruit trees or other crops, the Client will be responsible for instructing Bartlett Tree Experts which fruit trees or other crops to treat. The Client acknowledges that no such treatments can eliminate pests entirely and such treatments might not increase crop yield or value and might not prevent the plants in question from dying.

2.25 **Tick, Mosquito, or Biting Fly Treatment**

The Client acknowledges that if the Client Agreement specifies a treatment program to mitigate the presence of ticks, mosquitos, or biting flies, such treatment can only lower pest thresholds, and cannot eliminate the pests or prevent such pests from biting, stinging, or entering the treated area.

2.26 **Termite or Wood Destroying Organism Treatment**

- (a) The Client acknowledges that if the Client Agreement specifies a treatment program to mitigate Formosan termites or any other wood destroying organism from any

tree or trees, that the treatment cannot provide protection against any present or future damage to any structure or structures on the property, nor can it reverse any damage already caused to any such structure or structures on the property.

- (b) If Formosan termites or other wood destroying organisms are present on the property, Bartlett Tree Experts recommends that the Client has a qualified structural home inspector inspect the structure or structures for the presence of any termites or wood decaying organisms, as well as any damage, and provide the Client with an appropriate recommendation and report to treat, mitigate or repair the damage.

2.27 Plant Nursery Services

If the Work includes treatment to mitigate pest damage to nursery trees or plants, the Client will be responsible for instructing Bartlett Tree Experts which trees or plants to treat. The Client acknowledges that no such treatments can eliminate pests entirely and such treatments might not increase the value of nursery plants and might not prevent the trees or plants in question from dying.

2.28 Trees Planted and Maintained by Other Contractors

The Client acknowledges that if trees within the scope of the Work were recently planted or are being maintained by one or more other contractors or if one or more other contractors will be watering and providing services with respect to trees within the scope of the Work, how those trees respond to treatment in the course of the Work might be unpredictable, and Bartlett Tree Experts cannot be responsible for the health of such trees or plants.

2.29 Trees with Cones and Large Seed Pods

The Client acknowledges that large tree cones or seedpods on some trees can become dislodged and fall without notice, creating a hazard to persons or property. If the Client has the type of tree on their property that produces large, heavy cones or seedpods, and the Client does not wish to remove the tree, Bartlett Tree Experts recommends that the Client marks off and restricts the area under and near the tree from pedestrian and vehicle traffic whenever possible, places a warning sign near the tree, remains aware of the hazardous conditions the falling cones can create, and inspects the tree annually and removes any observable cones if possible in order to mitigate the potential for damage from falling cones.

2.30 Snow Removal

- (a) If snow removal forms part of the Work, the Client acknowledges that the condition of snow and ice on a roof or other structure will vary based on the rate at which snow accumulates, how it is distributed, and the weather it has been exposed to. In removing snow, Bartlett Tree Experts aims to reduce the weight of snow and ice, not remove it entirely. The Client acknowledges that in most cases, existing snow will only be removed down to within a few inches of the roof surface or the ice covering the roof surface, as the case may be, and that any remaining snow and ice might still cause damage.

- (b) Bartlett Tree Experts will not be responsible for damage done during snow removal as a result of Concealed Features that the Client does not notify Bartlett of.

- (c) The Client acknowledges that because removing snow from a structure or landscaping feature that has already been damaged might result in further damage regardless of the care taken by Bartlett Tree Experts, Bartlett will not be responsible for any further damage to a previously-damaged structure or landscaping feature from which Bartlett Tree Experts removes snow as part of the Work.

2.31 Installing Lights

If installing lights and other lighting equipment forms part of the Work, the Client is responsible for providing the lighting equipment and instructing Bartlett Tree Experts where to install it. Bartlett Tree Experts is not responsible for performance and safety of the lighting equipment. The Client is responsible for retaining a licensed electrician to inspect the lighting equipment to check that it is in working order, is safe, and complies with the relevant codes. Bartlett Tree Experts is not responsible for damage done during installation and removal of lighting equipment to any structures (including gutters, decking, and patios), landscaping features (including trees and plants).

2.32 Tarpaulins

The Client acknowledges that if as part of the Work Bartlett Tree Experts places a tarpaulin, or touches a tarpaulin, over a damaged structure, that might not prevent further damage to the structure and its contents, and the tarpaulin might not stay secure during subsequent weather events, even if it is competently secured. Bartlett Tree Experts is not responsible for damage to a structure and its contents that occurs after Bartlett Tree Experts places or adjusts a tarpaulin over the structure. The Client acknowledges that if a structure experiences damage that requires placement of a tarpaulin, the Client should promptly contact an appropriate roofing or water-restoration contractor to assess any damage and conduct any needed repairs.

2.33 Fire Damage

- (a) Regardless of the species, trees exposed to fire can suffer structural damage that goes beyond whatever external damage might be visible. Fire can cause cracking and brittleness in tree structure and integrity; it can make preexisting defects worse; it can make roots less stable; and it can weaken the overall health of the tree, making it susceptible to disease and pest infestations. The effects of fire damage are unpredictable and difficult to determine. Bartlett Tree Experts is not responsible for any injury to persons or damage to property resulting from services performed on fire-damaged trees as part of the Work.
- (b) The Client acknowledges that if trees and shrubs on the Client's property have been exposed to fire, the Client should have qualified arborist periodically inspect trees and shrubs on the property for fire damage.

2.34 Cancellation

If the Client cancels or reduces the Work after the Work has started, the Client shall pay Bartlett for all the items of the Work that have been completed and all reasonable costs Bartlett has incurred in preparing to perform the remainder of the Work.

2.35 Payment

The Client shall pay for the Work when the Client receives Bartlett Tree Experts' invoice for the Work. If any amount remains unpaid 30 days after the date of the invoice or any period stated in the Client Agreement, whichever is longer, as a service charge the unpaid amount will accrue interest at the rate of 1.5% per month (or 18% per year) or the maximum rate permitted by law, whichever is lower. The Client shall reimburse Bartlett for any expenses (including attorneys' fees and court costs) it incurs in collecting amounts that the Client owes under the Client Agreement.

**Article 3
DISPUTE RESOLUTION**

3.1 Arbitration

- (a) As the exclusive means of initiating adversarial proceedings to resolve any dispute arising out of or related to the Client Agreement or Bartlett Tree Experts' performance of the Work, a party may demand that the dispute be resolved by arbitration administered by the American Arbitration Association in accordance with its commercial arbitration rules, and each party hereby consents to any such dispute being so resolved. Any arbitration commenced in accordance with this section must be conducted by one arbitrator. Judgment on any award rendered in any such arbitration may be entered in any court having jurisdiction. The parties also agree that the issue of whether any such dispute is arbitrable will be decided by an arbitrator, not a court.
- (b) The arbitrator must not award punitive damages in excess of compensatory damages. Each party hereby waives any right to recover any such damages in any arbitration.

3.2 Limitation of Liability

The maximum liability of Bartlett for any losses incurred by the Client arising out of the Client Agreement or Bartlett's performance of the Work will be the amount paid by the Client for the Work, except in the case of negligence or intentional misconduct by Bartlett.

**Article 4
MISCELLANEOUS**

4.1 Client Responsibilities

- (a) The Client is responsible for the maintenance of the client's trees, shrubs, and turf and for all decisions as to whether or not to prune, remove, or conduct other types of tree work on each respective tree, or when to prune, remove, or conduct other tree work on any respective tree, and all

decisions related to the safety of each respective tree, shrub, and turf area.

- (b) Nothing in this Agreement creates an ongoing duty of care for Bartlett Tree Experts to provide safety maintenance or safety inspections in and around the client's property. It is the responsibility of the client to ensure the safety of its trees and landscape, and to take appropriate actions to prevent any future tree or tree part breakage or failures, or otherwise remove any hazardous conditions which may be present or may develop in the future.

4.2 Unrelated Court Proceedings

The Client acknowledges that Bartlett Tree Experts has prepared the Client Agreement solely to help the Client understand the scope of the Work and the related costs. If a court subpoenas Bartlett Tree Experts' records regarding, or requires that a Bartlett representative testify about, the Client Agreement or the Work in connection with any Proceeding to which Bartlett Tree Experts is not a party or in connection with which Bartlett Tree Experts has not agreed to provide expert testimony, the Client shall pay Bartlett Tree Experts Two Hundred dollars (\$200.00) per hour for time spent by Bartlett representatives in collecting and submitting documents for those Proceedings and attending depositions or testifying as part of those Proceedings.

4.3 Notices

For a notice or other communication under the Client Agreement to be valid, it must be in writing and delivered (1) by hand, (2) by a national transportation company (with all fees prepaid), or (3) by email. If a notice or other communication addressed to a party is received after 5:00 p.m. on a business day at the location specified for that party, or on a day that is not a business day, then the notice will be deemed received at 9:00 a.m. on the next business day.

4.4 Amendment; Waiver

No amendment of the Client Agreement will be effective unless it is in writing and signed by the parties. No waiver under the Client Agreement will be effective unless it is in writing and signed by the party granting the waiver. A waiver granted on one occasion will not operate as a waiver on other occasions.

4.5 Conflicting Terms

If these terms conflict with the rest of the Client Agreement, the rest of the Client Agreement will prevail. If these terms conflict with any other client documentation, terms, or purchase order agreement, then the Client Agreement and these terms will prevail.

4.6 Entire Agreement

The Client Agreement with these terms constitutes the entire understanding between the parties regarding Bartlett Tree Experts' performance of the Work and supersedes all other agreements, whether written or oral, between the parties.





Susquehanna

TOWNSHIP

1900 Linglestown Road | Harrisburg, PA 17110

Phone 717.545.4751 | Fax 717.540.4298

susquehannatwp.com

MEMORANDUM

Date: July 13, 2023

To: Susquehanna Township Board of Commissioners

From: David Pribulka, Township Manager 

Re: 2023/2024 Dauphin County Local Share (Gaming) Grant – Susquehanna Township Proposed Projects

Dear Commissioners:

Thank you for the opportunity to submit requests for consideration for sponsorship by Dauphin County for the 2023/2024 Local Share (Gaming) Grant Program. As a municipality that is *not* contiguous with East Hanover Township (host municipality of the casino), Susquehanna Township is permitted by Dauphin County to seek its sponsorship for eligibility for a portion of the gaming revenue. The grant guidelines establish that eligible projects pertain to health, safety, transportation, and public interest. It is also recommended that applicant requests not exceed \$150,000 in a single grant cycle.

This evening, the Board is being asked to consider the sponsorship requests presented by staff and authorize their submission for consideration by Dauphin County. A pre-application conference has been scheduled for July 18, 2023. Grant applications are due on September 1st, and public hearings will be scheduled before the end of the year for the Gaming Advisory Board to consider requests for funding.

The following items are respectfully submitted for consideration by the Board of Commissioners as candidate projects for the 2023/2024 Dauphin County Local Share Grant Program:

- 1) \$150,000 is requested for the remaining design and planning for a new Progress Fire Station. This investment will dovetail with the monies awarded to conduct a Fire Study and begin preliminary design of a new fire station. The Fire Study has been initiated and is expected to be complete before the end of the year. The remaining funds from the \$75,000 grant award in 2022, can be used to augment the \$150,000 requested in this year's funding cycle to enable completion of the planning phase for a new station. Because this directly serves a public safety interest, it is anticipated that this request may exceed the normal cumulative limit of \$150,000 per applicant.
- 2) \$50,000 is requested to engineer and construct a sidewalk in front of the Susquehanna Township municipal building along Linglestown Road to provide safer multimodal connectivity.
- 3) \$50,000 is requested to begin development of Wedgewood Hills Park.

Thank you again for your consideration of these requests.

Tom Pyne
910 Wilhelm Road
Harrisburg, PA 17111

June 22, 2023

President Frank Lynch
Manager David Pribulka
Susquehanna Township Board of Commissioners
1900 Linglestown Road
Harrisburg, PA 17110

Gentlemen,

As per my remarks at this evening's Commissioners' Workshop meeting, I am tendering my resignation as a Susquehanna Township Commissioner, effective midnight Wednesday, July 26, 2023.

It has been my honor and pleasure to serve with both of you and the entire board of commissioners and staff, and to work for the good people of our township.

I wish you all the best and thanks for your continued public service.

God bless you!

Tom Pyne
Commissioner, Fifth Ward
Susquehanna Township