



# Susquehanna TOWNSHIP

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## Susquehanna Township Board of Commissioners

### Workshop Agenda

February 22, 2024

### Pincus Room

6:30 p.m.

- A. CALL TO ORDER
- B. ROLL CALL
- C. ANNOUNCEMENT OF EXECUTIVE SESSION
- D. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE
- E. PETITIONS, COMPLAINTS, SUGGESTIONS FROM CITIZENS
- F. APPROVAL OF MINUTES
  - 1. February 8, 2024 Board of Commissioners Regular Meeting Minutes
- G. RECOGNITIONS AND PRESENTATIONS
  - 1. A PROCLAMATION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA RECOGNIZING THE PUBLIC SERVICE OF KERRY WILSON TO THE SUSQUEHANNA TOWNSHIP PLANNING COMMISSION  
*Frank Lynch, President, Board of Commissioners*  
  
*Recommended motion: That the Board of Commissioners adopt the proclamation recognizing the public service of Kerry Wilson to the Susquehanna Township Planning Commission.*
- H. TRAFFIC STUDIES
  - 1. SCHOOLHOUSE LANE SPEED HUMPS  
*Rob Martin, Director of Public Safety*

### **Narrative**

On January 25<sup>th</sup>, the Board received a report from the Director of Public Safety regarding a traffic study conducted by HRG, Inc. on Schoolhouse Lane for speed mitigation. The report recommended the installation of two additional speed humps on a segment of Schoolhouse Lane. Provided with the agenda is a copy of that report. After receiving the report, the Board directed the Public Safety Department to consult adjoining property owners to determine whether they are supportive of the installations, which is a best practice of the PennDOT Traffic Calming Policy Manual. The police have surveyed the neighborhood and every resident responded in favor of the speed humps. Director Martin is recommending the Board authorize the installation of one speed hump in the western limit of the studied area between Mayflower Alley and Redwood Street.

*Recommended motion: That the Board of Commissioners direct staff to install one speed hump in the western limit of the studied area on Schoolhouse Lane between Mayflower Alley and Redwood Street.*

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

### **1. RESOLUTION 2024-R-10 A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA DESIGNATING FRIDAY, APRIL 26, 2024, AS “ARBOR DAY” IN SUSQUEHANNA TOWNSHIP**

*David Pribulka, Township Manager*

### **Narrative**

Provided with the agenda is a copy of a resolution designating Friday, April 26, 2024, as Arbor Day in Susquehanna Township. The Susquehanna Township Shade Tree Commission urges residents, businesses, schools, and civic groups to participate in tree planting efforts throughout the Township. Susquehanna Township will sponsor an Arbor Day Festival, as an opportunity educate Township residents on the importance of planting trees and protecting our environment.

*Recommended motion: That the Board of Commissioners adopt the resolution designating Friday, April 26<sup>th</sup> as Arbor Day in Susquehanna Township.*

### **2. SUSQUEHANNA UNION GREEN, PHASE IIE BUILDING ADDITION – 4351 GARRISON AVENUE**

*Betsy Logan, Assistant Township Manager*

### **Narrative**

A Final Minor Land Development Plan for the purpose of constructing a 1,267-square-

foot restaurant addition and associated site improvements. This project is located in the TND-1, Traditional Neighborhood Development 1 Zoning District (Ward 9). This plan was reviewed and recommended for approval by the Susquehanna Township Planning Commission on January 22, 2024, with the following conditions:

1. All comments from the Township staff memo dated 2/16/2024, the Township Engineer's memo dated 2/16/2024, the Thomas Comitta Associates, Inc. comments dated 12/11/2023, and the Dauphin County Planning Commission comments dated 12/14/2023 are addressed.
2. That the signs identified on the elevations are a graphic representation only and are not to be considered part of the approval. A separate submittal for the signs must be provided to verify zoning requirements are met prior to issuance of permits.
3. Provide financial security for the timely, proper, and complete construction of all applicable improvements, including but not limited to sidewalks, landscaping, utility changes, and parking restoration, before recording the Plan.

*Recommended motion: That the Board of Commissioners approve the land development plan for Susquehanna Union Green, Phase IIE Building Addition, located at 4351 Garrison Avenue.*

**3. APPROVAL OF RETAINER AGREEMENT WITH HRG, INC FOR ENGINEERING AND SERVICES RELATED TO THE TOWNSHIP ADMINISTRATION BUILDING SIDEWALK INSTALLATION**

*Betsy Logan, Assistant Township Manager*

Narrative

As part of the Township's ongoing efforts to improve the pedestrian accessibility and connectivity throughout the Township, the Township has been pursuing efforts to fund the design, permitting, and installation of a sidewalk along Linglestown Road along the property frontage. The engagement includes a survey of the roadway, PennDOT Highway Occupancy permitting and design, and project management.

*Recommendation: That the Board of Commissioners approve the Retainer Agreement with HRG, Inc. for the Township Administration Building Sidewalk design and permitting in the amount of \$34,150.00.*

**J. CONSENT AGENDA**

1. Statements of Bills Paid

2. Financial Security Adjustment #5 – Susquehanna Union Green Phase 2A, 2C, 2E, 3B and 5 (\$24,445)
3. Wood Carpet Installation Agreement (\$11,020)

**K. COMMISSIONER COMMENTS**

**L. ADJOURNMENT**

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

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

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