



Susquehanna TOWNSHIP

1900 Linglestown Road | Harrisburg, PA 17110

Phone 717.545.4751 | Fax 717.540.5298

susquehannatwp.com

Susquehanna Township Board of Commissioners

Regular Meeting Agenda

February 8, 2024

Pincus Room

6:30 p.m.

- A. CALL TO ORDER
- B. ROLL CALL
- C. EXECUTIVE SESSION
- D. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE
- E. PETITIONS, COMPLAINTS, SUGGESTIONS FROM CITIZENS
- F. APPROVAL OF MINUTES
 - 1. January 25, 2024 – Board of Commissioners Workshop Meeting
- G. RECOGNITIONS AND PRESENTATIONS – None.
- H. REPORTS OF COMMITTEES
 - 1. Building & Grounds
(Rothrock/Cross)
 - 2. Budget, Finance, Insurance & Pension
(Sanderson/Rebarchak/Faylona)
 - 3. Public Works (Napper/Hisiro)
 - 4. Health & Sanitation (Rebarchak/Hisiro)
 - 5. Administration & Personnel
(Napper/Engle)
 - 6. Police (Engle/Faylona)
 - 7. Fire, EMS, EMA (Hisiro/Sanderson)
 - 8. Planning & Zoning
(Rothrock/Rebarchak)
 - 9. School Board (Faylona/Cross)
 - 10. Authority (Napper/Pribulka)
 - 11. Shade Tree (Cross/Rebarchak)
 - 12. Communications
(Rebarchak/Rothrock)
 - 13. Human Relations (Cross/Faylona)
 - 14. Human Resources (Cross/Faylona)
 - 15. Parks & Recreation (Faylona/Hisiro)

I. PUBLIC HEARINGS

1. A PUBLIC HEARING ON AN INTER-MUNICIPAL LIQUOR LICENSE TRANSFER APPLICATION FOR PRIMANTI CORPORATION FOR USE AT 4351 GARRISON AVENUE, HARRISBURG, PENNSYLVANIA 17110

Mike Miller, Township Solicitor

Narrative

Provided with the agenda is a copy of an application for an inter-municipal liquor license transfer from the City of Harrisburg to Susquehanna Township submitted by Primanti Corporation for a new restaurant located at 4351 Garrison Avenue. The Board of Commissioners received the application at the Regular Meeting on January 11, 2024, and authorized the public hearing this evening. President Lynch will adjourn the Regular Meeting and call the public hearing to order, which will be conducted by Solicitor Miller. At the conclusion of the public hearing, President Lynch will reconvene the Regular Meeting and the Board may consider action to approve the transfer request by Resolution.

Staff recommendation: That the Township Solicitor conduct the public hearing on the ordinance amendment.

a. RESOLUTION 2024-R-08 A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA APPROVING THE TRANSFER OF RESTAURANT LIQUOR LICENSE NO. R-16750 INTO SUSQUEHANNA TOWNSHIP

David Pribulka, Township Manager

Narrative

Provided with the agenda is a copy of the resolution approving the inter-municipal liquor license transfer request by Primanti Corporation for new licensed premises located at 4351 Garrison Avenue. At the conclusion of the public hearing, the Board is requested to reconvene the Regular Meeting and consider action on the request. The Manager and Public Safety Director have no concerns about the requested transfer and are recommending no further conditions be placed on the licensed premises.

Recommended motion: That the Board of Commissioners adopt the Resolution approving the transfer of Restaurant Liquor License No. R-16750 into Susquehanna Township.

2. A PUBLIC HEARING ON AN ORDINANCE AMENDMENT ESTABLISHING A PARKING PROHIBITION ON THE EAST SIDE OF LONG ALLEY BETWEEN ELM ALLEY AND 3745 NORTH SIXTH STREET

Mike Miller, Township Solicitor

Narrative

The Board of Commissioners authorized a public hearing for this evening on an ordinance amendment to establish a parking prohibition on the east side of Long Alley between Elm Alley and Mr. G's Restaurant (3745 N. 6th St.). President Lynch will adjourn the Regular Meeting and call to order the public hearing, which will be conducted by Solicitor Miller. At the conclusion of the public hearing, the Regular Meeting will be reconvened, and the Board is asked to consider action on the ordinance later this evening. Provided with the agenda is a copy of the traffic study conducted by the Public Safety Department to evaluate the proposed prohibition.

Staff recommendation: That the Township Solicitor conduct the public hearing on the ordinance amendment.

J. BIDS AND CONTRACTS – None.

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

1. ORDINANCE 24-02 AN ORDINANCE OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA CHAPTER 15, MOTOR VEHICLES; PART 4, GENERAL PARKING REGULATIONS; SECTION 403, PARKING PROHIBITED AT ALL TIMES IN CERTAIN LOCATIONS BY PROHIBITING PARKING ON THE EAST SIDE OF LONG ALLEY BETWEEN ELM ALLEY AND 3745 NORTH 6TH STREET

David Pribulka, Township Manager

Narrative

Provided with the agenda is a copy of the ordinance amendment to Chapter 15 of the Code of Ordinances establishing a parking prohibition on the east side of Long Alley between Elm Alley and Mr. G's Restaurant. Staff is recommending adoption of the ordinance at the conclusion of the public hearing.

Recommended motion: That the Board of Commissioners adopt the ordinance

amending Chapter 15, Motor Vehicles; Part 4, General Parking Regulations; Section 403, Parking Prohibited At All Times In Certain Locations by prohibiting parking on the east side of Long Alley between Elm Alley and 3745 North Sixth Street.

2. RESOLUTION 2024-R-09 A RESOLUTION OF SUSQUEHANNA TOWNSHIP, DAUPHIN COUNTY, PENNSYLVANIA REPEALING AND REPLACING A SIDE LETTER AGREEMENT WITH THE SUSQUEHANNA TOWNSHIP POLICE ASSOCIATION TO ESTABLISH A RECRUITMENT INCENTIVE FOR NEWLY HIRED OFFICERS

Rob Martin, Director of Public Safety

Narrative

Provided with the agenda is a copy of a resolution authorizing an amended Side Letter Agreement with the Susquehanna Township Police Association increasing the recruitment incentive for newly hired officers. The original agreement, authorized on July 13, 2023, has not been effective in improving recruitment efforts.

Recommended motion: That the Board of Commissioners adopt the Resolution repealing and replacing a Side Letter Agreement with the Susquehanna Township Police Association to establish a recruitment incentive for newly hired officers.

L. 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 |

M. OLD BUSINESS

N. NEW BUSINESS

1. CONSENT AGENDA

- a. Authorization to hire Mack Breech as Zoning Administrator
- b. Approval of Compensation Adjustment

2. APPROVAL OF RETAINER AGREEMENT WITH HRG, INC. FOR GREENBELT TRAIL REPAIR

Doug Knauss, Director of Parks & Recreation

Narrative

Provided with the agenda is a copy of a Retainer Agreement with HRG for surveying, design, and project management for the Greenbelt Trail Repair project. A segment of the Greenbelt Trail adjacent to State Farm Road had been damaged by erosion and root

growth from surrounding trees. The proposed project would remove the existing damaged areas of the trail, complete improvements to prevent future damage, and restore the trail surface. The cost of the engagement would be applied to the Developer's Recreation Fund.

Recommended motion: That the Board of Commissioners approve the Retainer Agreement with HRG, Inc. for the Greenbelt Trail Repair Project in the amount of \$13,150.00.

3. APPROVAL OF RETAINER AGREEMENT WITH HRG, INC. FOR BOYD PARK ELECTRICAL DESIGN & BIDDING

Doug Knauss, Director of Parks & Recreation

Narrative

Provided with the agenda is a copy of a Retainer Agreement with HRG for design, engineering, construction and project management to provide electrical service to Boyd Park. The Public Safety Department suggested additional lighting be installed at the park for increased visibility and safety. The engagement includes the design of a new power system, coordination with the electric utility, and lighting design for the parking lot and existing pavilion. The cost of the engagement would be applied to the Developer's Recreation Fund.

Recommended motion: That the Board of Commissioners approve the Retainer Agreement with HRG, Inc. for the Boyd Park Electrical Design & Bidding Project in the amount of \$23,575.00.

4. AUTHORIZATION TO SUBMIT A GRANT APPLICATION TO THE NATIONAL ASSOCIATION OF REALTORS TRANSFORMING NEIGHBORHOODS PROGRAM FOR THE NORTH 6TH STREET/FRONT STREET SMALL AREA PLAN DEVELOPMENT

Betsy Logan, Assistant Township Manager

Narrative

Staff was notified of a grant opportunity from the National Association of REALTORS that could assist the Township with its development of a Small Area Plan for the North 6th Street/Front Street corridors. The Small Area Plan is a recommendation from the Susquehanna Township Sustainable 2030 Comprehensive Plan. The Greater Harrisburg Association of REALTORS is interested in sponsoring the Township's application to this program. If successful, a consultant from the Counselors of Real Estate Consulting Corps would be assigned to develop analysis, strategies, and actionable recommendations to address the challenges to community and economic development in the area. The Board would retain oversight of the project, and the Township would not have any local match to commit to the program, if selected.

Recommended motion: That the Board of Commissioners authorize the submission of a grant application to the National Association of REALTORS Transforming

Neighborhoods Program for the North 6th Street/Front Street Small Area Plan development.

O. COMMISSIONER COMMENTS

P. 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.