



Susquehanna TOWNSHIP

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Susquehanna Township Board of Commissioners

Regular Meeting Agenda

March 10, 2022

Holtzman Elementary School Gymnasium

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. February 24, 2022 – Board of Commissioners Workshop
- F. RECOGNITIONS AND PRESENTATIONS—None**
- G. REPORTS OF COMMITTEES**
 - 1. Building & Grounds
(Rothrock/Pyne)
 - 2. Budget, Finance, Insurance & Pension
(Fleming/Pyne/Rebarchak)
 - 3. Health & Sanitation
(Rebarchak/Hisiro)
 - 4. Public Works (Napper/Hisiro)
 - 5. Administration & Personnel
(Napper/Fleming/Engle)
 - 6. Police (Engle/Faylona)
 - 7. Fire, EMS, EMA
(Hisiro/Fleming)
 - 8. Recreation (Faylona/Hisiro)
 - 9. Planning & Zoning
(Rothrock/Pyne/Rebarchak)
 - 10. Human Resource Committee
(Pyne/Faylona)
 - 11. Authority Liaison (Napper/Pribulka)
 - 12. School Board Liaison (Pyne/Fleming)
 - 13. Indian Wheels Liaison (Hisiro/Faylona)
 - 14. Shade Tree Commission
(Pyne/Rebarchak)
 - 15. EMS Liaison
 - 16. COG Delegate (Pyne/Pribulka)
 - 17. PSATC Liaison ((Fleming/Faylona)
 - 18. Human Relations Commission
(Hisiro/Faylona)
 - 19. Communications
(Pyne/Rothrock/Faylona)
- H. BIDS AND AGREEMENTS**

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

1. Resolution 22-R-04 - Application for State Local Share Grant for Recreation Master Plan Funding

Doug Knauss, Director of Parks and Recreation

Narrative

Provided with the agenda is a copy of the resolution authorizing the Township to submit a grant application to the Pennsylvania Department of Community and Economic Development for its Statewide Local Share Grant Program. The grant application is for the development of park master plans for five Township parks including Margaret's Grove Park, Apple Creek Park, Shutt Mill Park, Plum Alley Park, and Donald B. Stabler Park. These parks are either open parcels of land or aging parks that need to be updated to better serve the needs of the residents. The grant application is for \$300,000.00 and there is no local match required. A \$100 grant processing fee is charged at the time of submittal. Also provided with the agenda is a memorandum from the Director of Parks and Recreation and a copy of the grant guidelines. Staff is recommending that the Board adopt the resolution.

Recommended motion: That the Board of Commissioners adopt the resolution authorizing the submission of a grant application to the DCED Local Share Grant Program for an amount of \$300,000.00.

J. REPORTS

- | | |
|---------------------------------------|-----------------------------------|
| 1. Township Manager | 7. School Board |
| 2. Public Safety/Police | 8. Susquehanna Township Authority |
| 3. Community and Economic Development | 9. Indian Wheels |
| 4. Public Works | 10. Shade Tree Commission |
| 5. Engineering | 11. Communications |
| 6. Solicitor/Legal | 12. Human Relations Commission |
| | 13. Parks and Recreation |

K. OLD BUSINESS

1. Approval of Equipment Purchase from B. Moyer Radio for Susquehanna Township Emergency Management

Robert Martin, Director of Public Safety

Narrative

Provided with the agenda is a copy of the equipment proposal from B. Moyer Radio authorizing the purchase of new radios and communication equipment for Susquehanna Township Emergency Management. The proposal has been reviewed by the Board of Commissioners and staff is recommending that the Board formally approve the requisition this evening. The equipment will be purchased on state contract through COSTARS for a total cost of \$38,829.80.

Recommended motion: That the Board of Commissioners approve the purchase of radio equipment as described in the attached quote from B. Moyer Radio.

L. NEW BUSINESS

1. Boards and Commissions—Appointments/Reappointments

- a.** Human Relations Commission
 - i.** Dr. Judith Samkoff
- b.** Health Board
 - i.** Justin Bordell

2. Request for Modifications/Waivers/Variances

- a.** Grease Trap Variance – Alvaro Pastry and Bread Shoppe (4715 North Front St.)
David Pribulka, Township Manager

Narrative

Provided with the agenda is a copy of the Declaration of Understanding/Acceptance of Conditions for property located at 4715 North Front Street (DBA Alvaro Pastry and Bread Shoppe). The property owner has requested a variance from Chapter 10, Section 202 of the Code of Ordinances pertaining to the minimum size requirements for grease traps installed at food establishments operating in the Township. The regulations require a minimum size of 1,000 gallons, and the applicant has requested a variance to be permitted to install a 40-gallon trap. The property owner intends to make all baked goods offered for sale at the establishment off-premises. Staff is recommending that the Board of Commissioners approve the variance subject to the conditions described in the attached Declaration of Understanding.

Recommended motion: That the Board of Commissioners approve the grease trap variance for Alvaro Pastry and Bread Shoppe located at 4715 North Front Street subject to the conditions outlined in the Declaration of Understanding.

3. Administration Building Renovation Project – Pay Application #2 (\$211,717.85)

David Pribulka, Township Manager

Narrative

Provided with the agenda is a copy of a Pay Application for the Administration Building Renovation Project. The application is for a payment of \$211,711.85. To date, the Board has approved payment of \$92,567.07 of the original contracted amount of \$935,300.00, leaving a balance to finish of \$631,015.08 net of this application. This amount assumes no change orders associated with the project scope. The Pay Application has been reviewed by the Architect and is recommended for approval.

Recommended motion: That the Board of Commissioners approve Pay Application #2 in an amount of \$211,717.85 for the Township Office Renovation Project.

M. COMMISSIONER COMMENTS

N. APPROVAL OF REPORT OF PAID BILLS

O. ADJOURNMENT

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

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

NOTE: THE TOWNSHIP MEETINGS ARE RECORDED.

MINUTES

SUSQUEHANNA TOWNSHIP BOARD OF COMMISSIONERS

WORKSHOP MEETING FEBRUARY 24, 2022

PUBLIC HEARING:

A Public Hearing on the Intermunicipal Liquor License Transfer Application of Bei Jing Chinese Restaurant for use at 47 North Progress Avenue was held prior to the Workshop Meeting.

WORKSHOP MEETING:

President Lynch called to order the Workshop Meeting of the Susquehanna Township Board of Commissioners on Thursday, February 24, 2022, at 6:47 PM.

President Lynch stated that all members of the Board of Commissioners were present except for Commissioner Engle who was excused.

ROLL CALL: COMMISSIONERS

Jody Rebarchak – Present
Gary Rothrock – Present
Carl Hisiro – Present
Frank Lynch – Present
Tom Pyne – Present
Fred Faylona – Present
Fred Engle – Excused
Justin Fleming – Present
Steven Napper – Present

TOWNSHIP PERSONNEL:

Betsy Logan, Interim Township Manager
Michael Miller, Esq. – Township Solicitor
Robert Grubic, P.E. – Township Engineer
Alex Greenly – Township Engineer
Robert Martin - Public Safety Director
Doug Knauss – Parks and Recreation Director
Nathan Bragunier – Public Works Director
Kathy Fry – Administrative Assistant

OTHERS IN ATTENDANCE: David Pribulka, Orion Keller, Melanie Keller, Michael Sargent

EXECUTIVE SESSION: President Lynch announced that an Executive Session was held to discuss real estate and personnel.

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE:

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

APPROVAL OF MINUTES:

Commissioner Hisiro moved to approve the February 10, 2022, Regular Meeting Minutes with corrections as noted; seconded by Commissioner Fleming and unanimously approved.

PRESENTATIONS/BRIEFINGS:

Certificate of Achievement for Orion Keller – Parks & Recreation- Doug Knauss, Parks and Recreation Director presented Orion Keller, Eagle Scout candidate from Troop 368 with a Certificate of Appreciation for his work in constructing and installing four bat houses at Boyd Park. The houses which were mounted seven to eight feet high in trees, will be home for up to 32 bats. President Lynch thanked him for his help and in turn he thanked the Commissioners for the opportunity.

Presentation on Utilities and Street Conditions Mapping – Planning – This item was tabled until a later date.

Appointment of David Pribulka as Township Manager-Secretary - Mr. Pribulka was appointed to this position at the January 13, 2022, meeting

Ratification of the Change in Recreation Fees for the Enclave at Elmerton – The reduction in the Recreation Fees for this plan are equitable for both sides as they allow for the necessary easement and an increase in the recreational area.

Commissioner Pyne moved to ratify the change in Recreation Fees for the Enclave at Elmerton; seconded by Commissioner Faylona and unanimously approved.

Approval of 2022 Recreation Fees – Doug Knauss, Parks and Recreation Director reported that there are minor changes in the fees for 2022.

Vice President Napper moved to approve the 2022 Recreation Fees; seconded by Commissioner Hisiro.

Commissioner Faylona encouraged residents to take advantage of what the Township Parks have to offer.

The motion was unanimously approved.

Consider extending a conditional offer of employment to Corey Belicic to serve as a Mechanic with a tentative start date of March 16, 2022 –

Commissioner Pyne moved to extend the conditional offer of employment to Corey Belicic; seconded by Commissioner Fleming and unanimously approved.

Resolution 22-R-02, A Resolution Approving (or Disapproving) the Intermunicipal Liquor License Transfer Application of Bei Jing Chinese Restaurant for use at 47 North Progress Avenue – President Lynch announced that this was the topic of the Public Hearing that was held earlier this evening. During the process of this hearing, the attorney’s described the transaction

and the services that will be provided at the restaurant.

Commissioner Pyne move to approve Resolution 22-R-02; seconded by Commissioner Faylona and unanimously approved.

Resolution 22-R-03, application for Capital Area Greenbelt Association Peer-to-Peer Grant – Doug Knauss, Parks and Recreation Director, reported that CAGA and its municipal partners met as a group. They will be working with CAGA to apply for the grant.

Commissioner Hisiro moved to approve Resolution 22-R-03; seconded by Commissioner Faylona and unanimously approved.

Building Renovations – Consider payment of Application and Certificate for Payment #1 in the amount of \$92,567.07 – Betsy Logan, Interim Manager informed the Commissioners that this payment is for the demolition work, cleanup and start of construction.

Commissioner Rothrock moved to authorize the Application and Certificate of Payment #1 for the building renovations; seconded by Commissioner Pyne.

The renovations are slated to be completed by the end of April 2022, and have been reviewed by the architect.

The motion was unanimously approved.

Traffic Study Requests – Chief Martin had no report, however Commissioner Hisiro asked for a review of the Crooked Hill and Paxton Church Road area due to speeding.

2022 Boards and Commissions Appointments – Betsy Logan, Interim Township Manager stated that there are two prospective candidates for the Health Board and Human Relations Commission that will be presented at the next Board of Commissioners meeting.

Commissioners Comments – The Commissioners presented no additional comments.

ADJOURNMENT: Commissioner Pyne moved to adjourn the meeting at 7:11 P.M.; seconded by Commissioner Hisiro.

Signed: _____

Elizabeth S. Logan
Interim Secretary-Manager

2022 Year to Date: Conversations about Schools attracted the most online attention, followed by Road Safety, Fire Department, and Violence and Crime

Jan 1 - Feb 28, 2022

Most popular subtopics

Schools (42%)

Interactions: 3,882 · ↑ 1,370%



Road Safety (13%)

Interactions: 1,240 · ↑ 11,173%



Fire Department (8%)

Interactions: 738 · ↑ 148%



Since the beginning of the year, **9.3K interactions were captured in Susquehanna Township's [Zencity dashboard](#)** (January 1–February 28). Most of the discourse (90%) occurred on unofficial channels, led by PennLive.com (17%) and abc27 News (16%). The remaining 10% of the discourse stemming from official pages was driven by the Facebook pages Susquehanna Township Police (4%) and Susquehanna Township Parks and Recreation (2%).

Zencity analyzed the online discourse to identify the **leading categories and the stories that drove the conversations:**

[Schools \(3,882 interactions\):](#)

- Discourse on schools was driven by recent posts about the Susquehanna Township School District's **decision to keep their current mascot and logo.**

Zencity Insight 02.22.22-02.28.22

This story alone accounted for 92% of the discourse on Schools and **36% of the total township-wide discourse since January 1.**

- A large share of responses to these posts consisted of 'likes,' 'loves,' and 'shares,' **reflecting tacit support for the district's decision.** Although some commenters criticized the decision, **many expressed approval of the decision and commended the school district.**
- While positive sentiment largely reflected approval of the decision, negative sentiment reflected a mixture of disapproval as well as residents condemning "cancel culture" and criticizing those who wished to change the name and logo.
- To continue following this story, **visit the dedicated project [here](#).**

Road Safety (1,240 interactions):

- Conversations about Road Safety stemmed from posts covering **three crashes**, with [one post](#) about a crash involving a funeral procession, a truck, and a motorcycle attracting the most attention (808 interactions).
- **Negative sentiment largely reflected sadness**, as well as commenters arguing about which driver was at fault.

Fire Department (738 interactions):

- Discourse about the Fire Department was driven by three prominent posts from Progress Fire 32: two posts about local fires and one sharing a video about the fire department.
- Interactions primarily consisted of 'likes' and 'shares,' **reflecting tacit support and appreciation** for the fire department.

Violence and Crime (680 interactions):

- Most of the Violence and Crime discourse (82%) stemmed from one story of a **man trying to lure a girl into his car.** Interactions largely consisted of 'angry' emoji reactions, 'likes,' and 'shares,' **reflecting residents' interest, concern, and desire to share the story with others.**
- To continue following this story, **visit the dedicated project [here](#).**

Additionally, discourse about Parks attracted limited online attention (27 interactions) and consisted of a handful of 'likes' and 'shares' on a [post about Veterans Park](#) and [another about a grant](#) that will be used to replace two local playgrounds. Similarly, conversations about Waste Management generated minimal discourse (12 interactions), mainly stemming from posts informing residents of delays in waste collection and residents' SeeClickFix submissions.



Appendix I – Authorized Official Resolution

Be it RESOLVED, that the Susquehanna Township (Name of Applicant) of Dauphin (Name of County) hereby request a Statewide Local Share Assessment grant of \$ \$300,000.00 from the Commonwealth Financing Authority to be used for Park Master Planning.

Be it FURTHER RESOLVED, that the Applicant does hereby designate Frank Lynch, President (Name and Title) and David Pribulka, Secretary (Name and Title) as the official(s) to execute all documents and agreements between the Susquehanna Township (Name of Applicant) and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, David Pribulka, duly qualified Secretary of the Township (Name of Applicant), Susquehanna (Name of County) Dauphin County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Board of Commissioners (Governing Body) at a regular meeting held March 10, 2022 (Date) and said Resolution has been recorded in the Minutes of the Susquehanna Township (Applicant) and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Susquehanna Township (Applicant), this 9th day of March, 2022.

Susquehanna Township

Name of Applicant

Dauphin

County

Secretary

March 3, 2022

To: David Pribulka, Township Manager

From: Douglas W. Knauss, Parks and Recreation Director

RE: DCED Statewide Local Share Grant

The Parks and Recreation Department is seeking the signing of the proposed resolution for the submission of a grant application to the state Department of Community Economic Development for its Statewide Local Share Grant program.

The grant application is for developing master park plans for five parks throughout the township, we have proposed the following parks, Margaret's Grove Park, Apple Creek Park, Shutt Mill Park, Plum Alley Park, and Donald B. Stabler Park, these are either open parcels of land or aging parks that need to be updated to better serve the needs of the residents.

The total application is in the amount of \$300,000.00 and the grant requires no match. There will be a \$100 grant processing fee charged at time of submittal.

Thank you for your consideration.

LOCAL SHARE ACCOUNT STATEWIDE

Program Guidelines | January 2022



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Section I – Statement of Purpose

The PA Race Horse Development and Gaming Act (Act 2004-71), as amended, provides for the distribution of gaming revenues through the Commonwealth Financing Authority (CFA) to support projects in the public interest within the Commonwealth of Pennsylvania.

Section II – Eligibility

A. Eligible Applicants

- Counties
- Municipalities
- Municipal Authorities
- Economic Development Agencies
- Redevelopment Authorities

B. Eligible Projects

Eligible projects must be owned and maintained by an eligible applicant or a nonprofit organization.

- **Projects in the Public Interest**
Projects that improve the quality of life in the community.

C. Eligible Uses of Funds

- Acquisition
- Construction
- Demolition
- Infrastructure
- Purchase of vehicles, machinery and/or equipment
- Planning, consulting and design costs related to planning projects.
- Engineering, design and inspection, to include permitting fees, for construction projects not to exceed 10% of the total grant award.
- Administrative costs of the grantee for the purposes of administering the grant. Administrative costs may not exceed 2% of the total grant request.
- Contingency costs not to exceed 5% of documented construction and infrastructure costs.

D. Ineligible Project Costs

- Operations and salary costs with the exception of administrative costs of the grantee directly related to grant administration.
- Training costs.
- Consulting fees with the exception of costs for an eligible planning project.
- Warranty fees.
- Public relations and marketing costs.
- Fees for securing other financing, interest on borrowed funds, and/or refinancing of existing debt.
- Lobbying, reparations, fines, application preparation/consultant fees.
- Costs incurred prior to the approval of CFA funding.

Section III – Grant Requirements and Limitations

A. Funding

- Grants are available for projects with a total eligible project cost of \$25,000 or more.
- Grant requests shall not exceed \$1,000,000 for any project.

B. Applications and Project Scope

- Each application must include a cohesive project scope based on a singular project. This may include multiple phases of the same project.
- Applicants may submit multiple applications.

C. Project Activity Period

- Projects may not commence work prior to receiving CFA approval. Projects that begin prior to approval, including any proposed match, will result in the project being ineligible for funding consideration.
- To be eligible for reimbursement, project costs must be incurred within the time frame established by the grant agreement.

Section IV – Program Requirements

A. Nondiscrimination

No assistance shall be awarded to an applicant under this program unless the applicant and the project user certifies to the CFA that the project user shall not discriminate against any employee or against any person seeking employment by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the Pennsylvania Human Relations Act, which prohibits discrimination on the basis of race, color, religious creed, ancestry, age, sex, national origin, handicap or disability, or in violation of any applicable federal laws. All contracts for work to be paid with grant funds must contain the commonwealth's official nondiscrimination clause.

B. Project Account

For record maintenance and audit purposes, all Local Share Account funds must be deposited in a separate project account.

C. Project Records

The applicant must maintain full and accurate records with respect to the project. The CFA requires access to such records as well as the ability to inspect all project work, invoices, and other relevant records at reasonable times and places.

D. Certification of Expenses

The applicant shall sign a payment request form certifying that the expenses were incurred and were in accordance with the scope of work approved by the CFA. In lieu of a formal project audit and prior to final closeout of the grant agreement, the applicant shall be required to submit copies of all canceled checks verifying the expenditure of the LSA Program proceeds. Bank statements may also be submitted if electronic payment of the expenditure occurred.

E. Bidding

If the applicant is a political subdivision or other entity for which open and competitive bidding procedures have been established by law, it shall comply with those statutory bidding procedures. If not, the grantee shall comply with open and competitive bidding procedures in awarding any contracts in excess of \$10,000 for construction, reconstruction, demolition, alteration and/or repair, for acquisition of machinery and equipment, or for engagement of the services of a professional consultant, when such contracts are funded at least 50% with funds made available under this Contract. In order to comply with open and competitive bidding procedures, the grantee must obtain a minimum of three arms-length bids from contractors who are capable of performing the services requested.

F. Prevailing Wage

The Pennsylvania Prevailing Wage Act (43 P.S. § 165-1 et seq.; 34 Pa. Code § 9.101 et seq.) may be applicable to a project funded under this program. Prevailing Wage requirements are generally applicable to grants for construction, demolition, reconstruction, alteration, repair work, renovations, build-out and installation of machinery and equipment in excess of \$25,000. If applicable, the grantee is responsible for including prevailing wage rates in all bid documents, specifications, and construction contracts pertaining to the Project. The Department of Labor and Industry (L&I) has final authority to make prevailing wage applicability determinations.

G. Conflict of Interest

An officer, director, or employee of an applicant who is a party to or has a private interest in a project shall disclose the nature and extent of the interest to the governing body of the applicant, and may not vote on action of the applicant concerning the project, nor participate in the deliberations of the applicant concerning the project.

Section V – Application Procedures

1. To apply for funding, the applicant must submit the electronic on-line Department of Community & Economic Development (DCED) Single Application for Assistance located at www.esa.dced.state.pa.us. Required supplemental information outlined in Section VI of these guidelines must be attached electronically to the application on the Addenda tab.
2. The CFA will review applications to ensure that each proposed project meets eligibility requirements. Evaluation criteria are outlined in Section VII.
3. Applications will be received from January 26, 2022 to March 15, 2022.
4. The CFA charges a \$100 non-refundable application fee for the Local Share Account applications. The application fee must be paid electronically by credit or debit card through our secure, third-party vendor. Payment of the application fee must be completed prior to the certification and submission of the Electronic Single Application. Detailed payment instructions will be provided on the Certification Tab of the Electronic Single Application once all required fields have been completed.

Note: Upon completion of the payment transaction, you will be redirected to the Electronic Single Application to complete the submission process resulting in confirmation of submission and generation of a 12-digit Application ID number. Failure to complete this process will make your application ineligible for consideration.

Section VI – Application Supplemental Items

In addition to the basic online application, the Applicant shall submit the following list of items:

Exhibit 1: Project Description

Provide a description of the project which contains all the following:

- a. A clear, concise and focused description of the proposed project to include specific project activities and expected results;
- b. The specific location of the project site;
- c. As applicable, identification of the project as a priority investment in a local or regional economic development plan or strategy;
- d. As applicable, the anticipated positive economic development and/or community impact of the project;
- e. As applicable, a detailed, color-coded map with a color legend that shows a clear illustration of the project to include street names and project boundaries (note: this is not applicable, for example, when requesting equipment or single-site renovation/rehab/construction); and
- f. Estimated start and end dates for the project costs.

Exhibit 2: Cost Estimate(s)

Provide a detailed estimate of project costs. The estimate must be dated and current (within one year of application submission). Engineering and construction estimates must be provided by a PA licensed engineer or qualified professional. Estimates of costs for specified products, materials, equipment, etc. must be in writing from a qualified vendor.

Exhibit 3: Ownership Notice

Provide confirmation that the project will be owned and maintained by an eligible applicant or nonprofit organization.

Note: A separate document including this language is unnecessary due to the inclusion of a formal electronic acknowledgement when completing the Single Application for Assistance.

Exhibit 4: Resolution

Public sector applicants must provide a resolution duly adopted by the applicant's governing board formally requesting the grant, designating two officials to execute all documents, describing briefly the project scope, and identifying the grant amount (See Appendix I for a Sample Resolution).

Exhibit 5: Matching Funds

Match is not required for this program. If your project budget, as outlined in this application, includes other funding sources, provide copies of funding commitment letters and/or evidence of organizational fund capacity – financials, loan commitments, etc.

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Section VII – Application Evaluation

The CFA will review and evaluate applications based on cost, strategic importance, and impact.

Section VIII – Procedures for Accessing Funds

1. Upon approval of an application by the CFA, a grant agreement and commitment letter will be electronically issued to the applicant explaining the terms and conditions of the grant. The grant agreement must be electronically signed and returned to the CFA within 45 days of the date of the commitment letter or the offer may be withdrawn by the CFA.
 - At the time of application, the CFA will request the name, title, and email address of two individuals authorized to execute a contract, if awarded. For public sector applicants, this information should match the officials designated within the resolution. Staff will verify the accuracy of information prior to contracting, as necessary.
2. A *fully executed* contract between the applicant and the CFA is required prior to the disbursement of grant funds.
3. Requests for payment must be submitted to the DCED Center for Community Enhancement by submitting the required payment request form accompanied by invoices, bid tabs, construction contracts or other approved documentation verifying costs incurred by the applicant. Applicants should take note that payment requests require 2-4 weeks for processing.

Section IX – Program Inquiries

Program inquiries should be directed to:

PA Department of Community and Economic Development
Center for Community Enhancement
Commonwealth Keystone Building
400 North Street, 4th Floor
Harrisburg, PA 17120-0225

Telephone: (717) 787-6245
Email: ra-dcedcbf@pa.gov



PLANNING

DEVELOPMENT PLANS

Project Name	Location	Use	Status
1 Houses at Oakhurst	Oakhurst Blvd & Blue Ridge Cir	Residential - 2 lots	Tabled
2 3465 N. Front St.	3465 N. Front St.	Lot Consolidation	Tabled
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			

ZONING HEARING BOARD

Applicant	Location	Request	Date	Status
1 B&P Real Estate	4030 N 2nd St	Multiple variance to allow	1/5/2022	Tabled
2 Allegra/Image 360	3535 Walnut St	Variance for signs	2/5/2022	Withdrawn
3 Sughair Inc	3465 N 6th St	SE & Variance for junkyard	2/5/2022	4/6/2022
4 Sughair Inc	3465 N 6th St	Appeal to Stop Work Notice	3/2/2021	Withdrawn
5 Chick-fil-A	3951 Union Deposit Rd.	Multiple variances	4/6/2022	4/6/2022
6				
7				
8				
9				

TEXT AMENDMENTS

Applicant	Request	Date	Status
1 Township	Zoning Ordinance Rewrite	May?	Posted
2 Township	Subdivision Rewrites	May?	Posted
3 Township	Quality of Life Ordinance	TBD	Draft
4 Township	Updates to Building Code per UCC Changes	TBD	Draft
5			
6			

PERMITS & LICENSES

BUILDING PERMITS

	FEB	YTD
Cell Tower Antennas	0	1
Commercial Improvements	1	8
Commercial New Buildings	0	0
Demolition	1	1
Industrial Housing	0	0
Porch/Patio/Deck	1	1
Residential Addition	1	3
Residential Improvements	8	15
Retaining Wall	0	3
School Improvement	3	3
Single Family Dwelling	11	18
Signs	3	3
Solar Panels	11	11
Swimming Pools	1	1
Townhouse	0	0
Electrical	29	50
Plumbing	26	51
Total	96	169

CERTIFICATES OF OCCUPANCY

	FEB	YTD
Commercial Improvement	0	1
Residential Renovation	1	1
Fire Restoration	0	0
New Commercial	0	4
Residential Additions	0	3
Single Family Attached	2	6
Single Family Detached	4	13
Single Family Semi-Detached	1	0
Tenant Fit-out	0	5
Townhouse	0	0
Total	8	33

VIOLATIONS

	FEB		YTD	
	Open	Corr	Open	Corr
Building	0	0	2	0
Property	16	10	33	13
Zoning	2	0	2	0
Other	0	0	0	0
Total	18	10	37	13

ZONING PERMITS

	FEB	YTD
Accessory (Misc)	1	1
Deck/Patio	0	0
Detached Garage	0	0
Driveway	0	0
Fence	3	3
Shed	2	3
Use	0	0
Total	6	7

MISC

	FEB	YTD
Grading/Fill (no building)	0	3
Shade Tree Permits	0	0
Street Cut Permits	13	17
Solicitation Permits	0	0

BUILDING INSPECTIONS

	FEB	YTD
Residential Inspections	70	142
Commercial Inspections	19	93
Plumbing	41	72
Total	130	307

OTHER PERMITS/LICENSES

	FEB	YTD
Plumbers - Master	2	89
Plumbers - Journeyman	19	95
Total	21	184

CITATIONS FILED

	FEB		YTD	
	Open	Heard	Open	Heard
Building	0	0	0	0
Property	2	0	2	0
Zoning	0	0	0	0
Other/Health	0	0	0	0
Total	2	0	2	0

OTHER DCED ACTIVITIES

ON LOT DISPOSAL SYSTEMS (OLDS)

	FEB	YTD
Pumping Reports	0	0
Out of Compliance	233	233
Total # In Compliance/Total	116	116
SEO Inspections	0	0
SEO Permits Issued	0	0

Note: Need new SEO

HEALTH INSPECTOR ACTIVITY

	FEB	YTD
Routine Inspections	15	23
New Facility Inspections	2	2
Complaint Inspections	2	2
Licenses Issued	2	128
Massage Facility Inspection	1	1

Note: See Environmental Health Inspection Report for more information. 2 routine inspections out of compliance

STORMWATER

STORMWATER AUTHORITY ACTIVITY

	FEB	YTD
Inspections	0	1
Pre-application Meetings	0	0
Credits	0	0
IA Reviews/General Appeals	68	68
IA Corrections*	0	0
Board Appeals	0	0

Note:

MS4 PROGRAM

MCMs	FEB	YTD
1. Public Education	0	1
2. Participation	0	1
3. IDDE	16	17
4. Construction	0	1
5. PCSM	0	0
6. Housekeeping	0	4
Total	16	24

Note: See November Stormwater Report for more information.

STORMWATER ORDINANCE

	FEB	YTD
Plans Reviewed	2	15
Complaints	0	1

Note:



Issued Date	Permit #	Parcel ID	Location	Permit Type	Sub Type
2/1/2022	2022-002	62-034-135	200 LINN ST	Zoning Permit	FENCE
2/1/2022	8623	62-077-049	2100 CHATHAM WY L49	Electrical Permit	Res Addition
2/1/2022	9372	62-034-066	3705 WALNUT ST	Building Permit	OTHER
2/1/2022	8632	62-013-047	2133 SAUERS RD	Electrical Permit	Res Improvements
2/2/2022	2022-004	62-012-001	1612 MITCHELL RD	Zoning Permit	Shed
2/2/2022	8630	62-060-154	108 KINGS MILL CT	Electrical Permit	Res Improvements
2/2/2022	27355	62-077-010	2129 NORTHVIEW LN L10	Building Permit	Porch/Patio/DECK/SHED
2/2/2022	8631	62-077-010	2129 NORTHVIEW LN L10	Electrical Permit	Res Improvements
2/2/2022	27354	62-025-122	305 HICKORY HILL RD	Building Permit	Res Improvements
2/2/2022	8633	62-019-259	1760 DRIFTSTONE DRIVE	Electrical Permit	SFDD
2/2/2022	9379	62-019-259	1760 DRIFTSTONE DRIVE	Plumbing Permit	SFDD
2/2/2022	8629	62-055-076	MOUNTAIN VIEW RD L1	Electrical Permit	SFDD
2/2/2022	9378	62-055-076	MOUNTAIN VIEW RD L1	Plumbing Permit	SFDD
2/2/2022	8628	62-021-459	2996 Bianca Way	Electrical Permit	SFDD
2/2/2022	9377	62-021-459	2996 Bianca Way	Plumbing Permit	SFDD
2/2/2022	8627	62-*021-455	3004 Bianca Way	Electrical Permit	SFDD
2/2/2022	9376	62-*021-455	3004 Bianca Way	Plumbing Permit	SFDD
2/2/2022	9373	62-021-439	3201 Citation Drive	Plumbing Permit	SFDD
2/2/2022	8624	62-021-439	3201 Citation Drive	Electrical Permit	SFDD
2/2/2022	8625	62-021-438	3199 Citation Drive	Electrical Permit	SFDD
2/2/2022	9374	62-021-438	3199 Citation Drive	Plumbing Permit	SFDD
2/2/2022	8626	62-021-444	3211 Citation Drive	Electrical Permit	SFDD
2/2/2022	9375	62-021-444	3211 Citation Drive	Plumbing Permit	SFDD
2/2/2022	27357	62-019-259	1760 DRIFTSTONE DRIVE	Building Permit	SFDD
2/2/2022	27351	62-021-459	2996 Bianca Way	Building Permit	SFDD
2/2/2022	27350	62-*021-455	3004 Bianca Way	Building Permit	SFDD
2/2/2022	27347	62-021-439	3201 Citation Drive	Building Permit	SFDD
2/2/2022	27352	62-055-076	MOUNTAIN VIEW RD L1	Building Permit	SFDD
2/2/2022	27348	62-021-438	3199 Citation Drive	Building Permit	SFDD
2/2/2022	27349	62-021-444	3211 Citation Drive	Building Permit	SFDD
2/2/2022	27353	62-060-154	108 KINGS MILL CT	Building Permit	Solar panels
2/2/2022	27356	62-013-047	2133 SAUERS RD	Building Permit	Solar panels
2/3/2022	27358	62-023-083	2625 BRINDLE RD	Building Permit	Com Improvement
2/4/2022	27359	62-037-161	3009 WALNUT ST	Building Permit	INTERIOR DEMO
2/4/2022	8601	62-002-015	132 ROBERTS VALLEY RD	Electrical Permit	Res Improvements
2/4/2022	27319	62-002-015	132 ROBERTS VALLEY RD	Building Permit	Solar panels
2/7/2022	27360	62-036-029	413 WILTON ST	Building Permit	Res Improvements
2/7/2022	9380	62-044-021	1109 PROSPECT RD	Plumbing Permit	SEWER LAT
2/8/2022	27320	62-010-021	1115 ENTERLINE RD	Building Permit	Res Improvements
2/8/2022	2022-005	62-045-053	1402 MONTFORT DR	Zoning Permit	FENCE

Issued Date	Permit #	Parcel ID	Location	Permit Type	Sub Type
2/8/2022	9381	62-027-109	1312 EDMONT RD	Plumbing Permit	SEWER LAT
2/8/2022	9382	62-043-036	910 S PROGRESS AV	Plumbing Permit	SEWER LAT
2/9/2022	27369	62-009-268	1102 Countryside Drive	Building Permit	Res Improvements
2/9/2022	9384	62-048-054	2395 SUN DR	Electrical Permit	Res Improvements
2/9/2022	8439	62-009-268	1102 Countryside Drive	Electrical Permit	Res Improvements
2/9/2022	9384	62-009-268	1102 Countryside Drive	Plumbing Permit	Res Improvements
2/9/2022	8634	62-007-005	1040 MILLER LN	Electrical Permit	Res Improvements
2/9/2022	8635	62-019-178	1720 Ambrosia Circle	Electrical Permit	Res Improvements
2/9/2022	27367	62-019-266	1732 DRIFTSTONE DRIVE	Building Permit	SFDD
2/9/2022	8636	62-011-026	4237 ORCHARD HILL RD	Electrical Permit	Res Improvements
2/9/2022	8437	62-064-016	2212 BUTTONWOOD CIR	Electrical Permit	Res Improvements
2/9/2022	8438	62-019-266	1732 DRIFTSTONE DRIVE	Electrical Permit	SFDD
2/9/2022	9383	62-019-266	1732 DRIFTSTONE DRIVE	Plumbing Permit	SFDD
2/9/2022	27361	62-013-108	2405 LINGLESTOWN RD	Building Permit	Signs
2/9/2022	27364	62-018-031	3405 N 6TH ST	Building Permit	Signs
2/9/2022	27362	62-007-005	1040 MILLER LN	Building Permit	Solar panels
2/9/2022	27363	62-019-178	1720 Ambrosia Circle	Building Permit	Solar panels
2/9/2022	27366	62-064-016	2212 BUTTONWOOD CIR	Building Permit	Solar panels
2/9/2022	27365	62-011-026	4237 ORCHARD HILL RD	Building Permit	Res Addition - Sunroom
2/10/2022	8497	62-025-111	3910 GREENBRIAR TER	Electrical Permit	Res Improvements
2/10/2022	27193	62-025-111	3910 GREENBRIAR TER	Building Permit	Solar panels
2/11/2022	8637	62-021-284	2820 DOEHNE RD	Electrical Permit	Res Improvements
2/11/2022	27318	62-021-284	2820 DOEHNE RD	Building Permit	Solar panels
2/14/2022	2022-007	62-077-011	2201 NORTHVIEW LN	Zoning Permit	Shed
2/14/2022	2022-027	62-013-072	2101 LINGLESTOWN RD	Street Cut Permit	ROAD OPNG
2/14/2022	2022-028	62-030-070	2600 LOCUST LN	Street Cut Permit	ROAD OPNG
2/14/2022	2022-029	62-015-281	200 PARKWAY RD	Street Cut Permit	ROAD OPNG
2/14/2022	2022-030	62-015-279	4003 N 2ND ST	Street Cut Permit	ROAD OPNG
2/14/2022	2022-031	62-056-094	2437 IONOFF RD	Street Cut Permit	ROAD OPNG
2/14/2022	27368	62-048-054	2395 SUN DR	Building Permit	Solar panels
2/15/2022	2022-032	62-056-058	2621 CRANBERRY CIR	Street Cut Permit	ROAD OPNG
2/15/2022	9385	62-002-068	4701 N FRONT ST	Plumbing Permit	SEWER LAT
2/15/2022	2022-038	62-018-052	3502 N 6TH ST	Street Cut Permit	POLES
2/15/2022	2022-037	62-018-104	3519 N 4TH ST	Street Cut Permit	POLES
2/15/2022	2022-036	62-017-095	3400 N 3RD ST	Street Cut Permit	POLES
2/15/2022	2022-035	62-017-106	3517 GREEN ST	Street Cut Permit	POLES
2/15/2022	2022-033	62-058-074	2112 BRADLEY DR	Street Cut Permit	ROAD OPNG
2/15/2022	2022-034	62-067-026	324 FAWN RIDGE NORTH	Street Cut Permit	ROAD OPNG
2/16/2022	27378	62-017-095	3400 N 3RD ST	Building Permit	Res Improvements
2/16/2022	27374	62-001-005	120 FORT HUNTER RD	Building Permit	Res Improvements
2/16/2022	27375	62-024-140	3501 RIDGEWAY RD	Building Permit	Res Improvements
2/16/2022	27373	62-045-084	3606 TALBOTT LN	Building Permit	Res Improvements
2/16/2022	27370	62-021-447	3217 Citation Drive	Building Permit	SFDD
2/16/2022	27372	62-019-271	1712 Driftstone Drive	Building Permit	SFDD
2/16/2022	27371	62-021-442	3207 Citation Drive	Building Permit	SFDD
2/16/2022	8638	62-034-096	3725 WALNUT ST	Electrical Permit	Com Improvement



WEBSITE

MAY STATISTICS

Total Users: 5669

Sessions: 8167

New Users: 5170

Device Usage	
Desktop	3022
Mobile	2514
Tablet	135

Default Channel	
Organic Search	3,777
Direct	1,647
Referral	137
Social	219

Behaviors	
Average Session Duration	0:01:47
Bounce Rate	40.0%
Page Views	19,399
Pages/Session	2.38
Number of Sessions/User	1.44

TOP 10 PAGES

#	PAGE	HITS
1	outlook account	1,225
2	sewer bill	908
3	seeclckfix	538
4	recreation catalog	404
5	draft zoning map	252

#	PAGE	HITS
6	newsletter	215
7	draft ordinances	166
8	civicplus	152
9	ecode	128
10	jpharris	117

E-CODE (Ordinance)

TOTALS (Last 12 Months)

Total Views: 33,983

Total Unique IPs: 4,365

VIEWES BY MONTH 2022

Jan	1957	Apr	0	Jul	0	Oct	0
Feb	2712	May	0	Aug	0	Nov	0
Mar	0	Jun	0	Sept	0	Dec	0

TOP 10 SEARCHES

30 days		
1	relevance	22
2	special exception	20
3	burning	16
4	motor vehicle	16
5	open fire	14
6	solar	14
7	building	12
8	junkyard	10
9	sign	10
10	variance	10

Last 12 Months		
1	construction hour	435
2	porch	136
3	cambria	109
4	highway zoning	109
5	brewery	82
6	building permit	82
7	replacing room	82
8	shed	82
9	connection road	54
10	conservation	54

SOCIAL MEDIA

FACEBOOK

Total Page Followers	1,604
New Page Followers	5
Reactions	37
Shares	26

Photo Views	32
Post Reach	915
Post Engagement	154
Link Clicks	34

NEXTDOOR

Members	5,314
New Members	65
Housholds	4077
Agency Posts	17

Note:

Environmental Health Inspection Summary for February, 2022

In-Compliance Food Establishment Inspections – 13

Thirteen (13) retail food facilities passed their inspections in the month of February. The following food establishments were found to be “in-compliance” with Susquehanna Township Ordinances and the PA Food Code: Bellia’s Pizza, Dollar Tree- Union Deposit Rd., First Alliance Church, Kentucky Fried Chicken, Progress Fire Company Home Association, Progress Fire Company, Rana Food Mart, Susquehanna Middle School, Thomas Holtzman Elementary School, Tiny Learners, Uni-Mart, Wendy’s Restaurant- Linglestown Rd., Wendy’s Restaurant- Progress Ave.

Out of Compliance Inspections- 2

Wendy’s Restaurant, Front Street- was determined to be “out of compliance” with Twp food ordinances and has 30 days to correct noted violations: food license and food safety certification was not posted for public observation as required by law. Numerous insanitary practices were observed such as two food handlers not wearing proper hair restraints, hand washing sink was blocked with packages and not accessible, facility does not have available sanitizer test strips or test kit to determine appropriate sanitizer concentration, internal area of microwave were soiled with old food residue, bottom shelf of upright freezer was soiled with food residue. Overall condition of restaurant was messy with food debris lying on the floor and found under cabinets and refrigeration units. Facility will be re-inspected within 30 days.

Salad Works, Giant Food Store- food license and food safety certification was not posted for public observation as required by law. Facility has not applied for 2022 food license. They have not responded to my phone calls or emails.

New Opening Inspections- 2

99 Walnut Restaurant formerly Asian Fusion was recently acquired by a new owner. It plans to open in early March and is located on Walnut Street near the Progress Avenue interchange.

Pepper Pot- is a new facility offering Jamaican cuisine with dine-in amenities. It is located in Dauphin Plaza. The owner has completely renovated an empty space and equipped it with new food processing equipment.

Follow-up Inspections- 1

Dollar Tree, Oakhurst Blvd - a follow-up inspection was conducted to ensure previously noted non-compliant practices were corrected from a prior “out of compliance” inspection. The facility has a new manager who has cleaned up the store. All previously noted non-conformances have been corrected and verified during this inspection.

Consumer Complaints- 2

Wendy's Restaurant, Union Deposit Road- a consumer emailed a complaint to PA Dept of Agriculture's Food Safety Complaint Hotline. The complaint was primarily about poor food services provided by Wendy's Restaurant. At the end of the written complaint, the complainant alleged that her daughter had experienced food borne illness several hours after eating a spicy chicken meal. The consumer claims she took her daughter to the hospital, but no symptoms or details were noted. I was not able to reach the consumer because she did not respond to my phone message. I inspected the facility but found no probable cause for the illness or concern. The cook appeared to be cooking all patties and fillets sufficiently to destroy pathogenic organisms. I did not find any unsafe food handling practices at the time of this inspection.

Wendy's Restaurant, Progress Avenue- a consumer voiced a complaint on PA Dept of Agriculture's Hot Line about the drive-thru window server's long hair contaminating her food. I interviewed the server and the manager. She had long hair in dread locks and was working the service window when I arrived. I explained the food code to them even though they may have already known it. The food code states that hair restraints do not apply to "food employees such as counter staff who only serve beverages and wrapped or packaged foods." But, they are required to have hair restraints if they assist with preparing food such as sandwiches and beverages. If a server only works the window- they are not required to wear hair restraints but if they intermittently help with preparing food then they are required to wear hair restraints. Both persons agreed to the requirements. The consumer could not be reached by phone and I did not have an email address.

Massage Establishments- 1

Jin Spa, Walnut Street- facility claims there are performing "body works and acupressure" and not massage therapy. Massage therapy practitioners must be licensed with the Commonwealth of PA. I don't think Jin Spa has a licensed massage practitioner on staff so I filed a request with PA Licensing Board to determine if "body works" qualifies as massage. They will send a bilingual examiner to the Spa to determine if they facility needs a licensed practitioner. Jin Spa has applied for a Massage Establishment Permit but it is pending the Commonwealth's evaluation. Submitted by Anthony "Tony" Russo, Health Officer, March 3, 2022



January 31, 2022

To: Susquehanna Township Authority
 From: Madison Smith
 RE: Stormwater Report for January 2022

In the month of January 2022 stormwater staff began developing employee training material, reviewed plan submissions, and began outreach on public participation and involvement opportunities. Please see below for YTD totals on Stormwater Program Fee and MS4 Program Activities.

Stormwater personnel began creating employee training material to be distributed electronically to staff and board members. The information is designed to be quickly read, covering key notes of the MS4 Program and Stormwater Management Program. Stormwater personnel also scheduled training events for Public Works and Sewer Crews on Winter Maintenance, highlighting the impacts of winter activities and stormwater quality.

Stormwater personnel also coordinated with Derrick to televise the Deer Path laterals for the upcoming Capital Improvement Project. Stormwater personnel will review the feeds this upcoming month. We meet GHD out at the 23 B/C project location to discuss potential stormwater concerns and including stormwater installation and repair with the project.

Stormwater personnel reached out to Susquehanna School District to partner on a Rain Barrel Art Project once again. The High School has agreed, and we will be purchasing the materials to begin the project soon. We also received correspondence from DCCD about partnering on a Rain Barrel Workshop again this year. We will be offering 33 residents an opportunity to receive a rain barrel for this workshop.

	<i>Inspections</i>	<i>Pre-Application Meetings</i>	<i>Credits</i>	<i>Appeals</i>	<i>Plans Reviewed</i>	<i>Complaints</i>	<i>Minimum Control Measures</i>	<i>PEOP</i>	<i>PIPP</i>	<i>IDDE</i>	<i>Construction</i>	<i>PCSM</i>	<i>Housekeeping</i>
<i>January</i>	1				13	1			1	1	1	1	
<i>February</i>													
<i>March</i>													
<i>April</i>													
<i>May</i>													
<i>June</i>													
<i>July</i>													
<i>August</i>													
<i>September</i>													
<i>October</i>													
<i>November</i>													
<i>December</i>													
YTD	1				13	1		1	1	1	1		6

Respectively,

Madison Smith
 Stormwater Management Program Coordinator

PUBLIC WORKS
DIRECTOR
Nate Bragunier
OPERATIONS MANAGER
Travis Mease

SUSQUEHANNA TOWNSHIP PUBLIC WORKS

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



FEBRUARY GENERAL WORK REPORT

02/29/2022

1. SIGN WORK ---- INSTALLED NEW SIGNS AND REPAIRED DAMAGED SIGNS.
2. CUT DITCH LINES AROUND THE TOWNSHIP.
3. HAUL SCRAP METAL & TO RECYCLE.
4. COLD PATCH POTHOLES.
5. BEAST & TRUCK MAINTENANCE.
6. CLEAN INLETS / PICK UP LIMBS.
7. CLEAN UP AROUND PUBLIC WORKS BUILDING.
8. PREP LEAF MACHINE FOR STORTAGE.
9. REMOVE PLAYGROUND EQUIPMENT FROM MCNAUGHTON PARK.
10. REMOVE FALLEN TREES.
11. 13 PUBLIC WORKS EMPLOYEES ATTENDED PSST FLAGGER TRAINING

12. SALT ROADS FROM ICE STORM.
13. WALKED RIGHT OF WAYS.
14. CLEANED ALL WET WELLS & ADDED FLOATING DEGREASER & BIO BUGS.
15. CHECK PUMPS & GEN-SETS.
16. RESPONDED TO 144 PA ONE CALLS.
17. TELEVISED 1,390FT SEWER. 893FT STORM
18. FLUSHED & ROOT CUT 3,350FT OF SEWER LINES.
19. INVESTIGATED 2 SEWER COMPLAINTS 1 BLOCKAGE.

Parks and Recreation Departmental Report:

Park/Playground:

Boyd Park: HRG continues to develop final specifications and bid documents for phase 2 construction. HRG will also be submitting the documents to DCNR for grant requirements.

Logan Park: Identified an issue with the reconstructed stormwater basin and working with Storm water management on addressing the issue.

Veterans Park: Water will be turned back on, and facility maintenance has begun. Replacement parking lot lights will be installed the week of March 7th.

Christian McNaughton Memorial Park: Still waiting for delivery of the new equipment, and the old equipment has been removed by the Public Works Department.

Crown Point Park: Starting for spring maintenance.

Edgemont Park: Starting for spring maintenance.

Apple Creek Farms: Starting for spring maintenance.

Donald B Stabler Memorial Park Starting for spring maintenance.

Plum Alley Park:

Beaufort Hunt Playground: Starting for spring maintenance

Shutt Mill Park: Stream bank restoration has been completed

Margaret's Grove Park:

Olympus Heights Park: Starting for spring maintenance

Program Report:

Spring Programming:

Spring Program Registration is going well as of March 2nd we have currently 174 registrations. Some notable points we currently have 12 registrants for the trip to New York City for April 23rd. I had to increase our ticket request for that trip from 10 to 20 and the Township will only be responsible for the tickets sold. Mat Pilates continues to be a stable and strong program. Day Camp and Summer Playground registrations have begun, and we have registrations for all locations at this time.



Continue to distribute sponsorship packets to various businesses in the Township.

Upcoming Spring events will be the Candy Scramble that we are partnering with the Susquehanna Township Alumni Association.

Administration:

Heavenly Smith started as the program coordinator on February 16 and has jumped in and started to promote our existing programs and strengthening our social media presence and has been a direct cause for some of the increases in program registration. We have developed a summer plan for programs.

Goal Setting: Working through the 2021/2022 Goals

Pavilion Rentals: We are receiving a majority of our pavilion rentals to date via online reservations.

Newsletter: Deadline for the May newsletter will be April 14th.

CAGA: The Peer-to-Peer Grant for CAGA should be submitted by mid-March.

DCED Grant: The Department will be submitting a DCED grant to develop master plans for 5 parks throughout the Township.

Field Permitting: Have issued spring field permits for the Township youth organizations, Senior Softball League, Susquehanna School District, and Covenant Christian School.

Park Tour: Will be planning a Park Tour with the RAC for April.

EQUIPMENT PROPOSAL

REMIT TO:
 B. MOYER RADIO COMMUNICATIONS
 21 N. COLLEGE ST.
 PALMYRA, PA 17078
 717-838-0220



Prepared For:

Prepared by:

NAME:	Susquehanna Township Emergency Management				COMPANY:	Moyer Radio	
ATTN:	Brad Reist				SALESMAN:	Scott Palermo	
ADDRESS:	1900 Linglestown Road				PHONE#:	717-838-0220	
CITY:	Harrisburg	STATE:	PA	ZIP:	17110	EMAIL:	spalermo@moyerradio.com
PHONE#:	717-926-0057	EMAIL:	breist@susquehannatwp.cc		DATE:	2/17/2022	

Item #	QTY	MODEL NUMBER / DESCRIPTION	UNIT PRICE	PRICE EXT.
	5	AAH56UCN9WB1AN XPR 7580e FKP GPS GOB BT WiFi CAPABLE	\$ 1,103.14	\$5,515.70
	5	STDBAT0126 800/900 - Standard Battery - IMPRES LIION IP68 2100mAh	\$ -	\$0.00
	5	STDBAT0126 800/900 - Standard Battery - IMPRES LIION IP68 3000mAh	\$ -	\$0.00
	5	STDCHG0126 (8/900)*Standard Charger - IMPRES Single Unit Charger C	\$ -	\$0.00
	5	QA01915 800MHz Whip Antenna 806-870 MHz (PMAF4011)	\$ -	\$0.00
	5	STDBOX0126 (8/900)*Standard Model Box	\$ -	\$0.00
	5	STDSMA0771 Standard 5 Year SMA and Software Features	\$ -	\$0.00
	5	STDESS0126 (8/900)*5 Year Essential Repair	\$ -	\$0.00
	5	QA00505 IMPRES Remote Speaker Microphone with 3.5mm Audio Jack (F	\$ 83.16	\$415.80

SPECIAL INSTRUCTIONS:	EQUIPMENT	\$5,931.50
	INSTALL	\$0.00
	SET-UP	\$0.00
	LICENSING	\$0.00
Freight Charges from Vendor / Distributor / Factory	FREIGHT	\$32.00
Shipping charges from Moyer to Customer	SHIPPING	\$0.00
PA State Sales Tax (6%) - OR NOTE AS EXEMPT	TAX	EXEMPT
	TOTAL	\$5,963.50
	DOWN	\$0.00
	BALANCE	\$5,963.50
Pricing is valid for 60 days		
***Pricing Reflects Costars Contract #012-146		

ACCEPTED BY: _____

TITLE: _____

EQUIPMENT PROPOSAL

REMIT TO:
 B. MOYER RADIO COMMUNICATIONS
 21 N. COLLEGE ST.
 PALMYRA, PA 17078
 717-838-0220



Prepared For:

Prepared by:

NAME:	Susquehanna Township Emergency Management				COMPANY:	Moyer Radio	
ATTN:	Brad Reist				SALESMAN:	Scott Palermo	
ADDRESS:	1900 Linglestown Road				PHONE#:	717-838-0220	
CITY:	Harrisburg	STATE:	PA	ZIP:	17110	EMAIL:	spalermo@moyerradio.com
PHONE#:	717-926-0057	EMAIL:	breist@susquehannatwp.cc		DATE:	2/17/2022	

Item #	QTY	MODEL NUMBER / DESCRIPTION	UNIT PRICE	PRICE EXT.
	30	AAM28UMN9WA1AN XPR 5580e GOB GPS BT/WiFi - CAPABLE	\$ 958.71	\$28,761.30
	30	STDMIC0203 (8/900)"Standard Compact Microphone (RMN5052)	\$ -	\$0.00
	30	STDBKT0203 (8/900)"Standard Mounting Bracket (Low Profile - RLN6469)	\$ -	\$0.00
	30	STDCBL0203 (8/900)"Standard Power Cable (HKN4191)	\$ -	\$0.00
	30	STDBLK0203 (8/900)"Standard Model Box	\$ -	\$0.00
	30	STDSMA0771 Standard 5 Year SMA and Software Features	\$ -	\$0.00
	30	STDESS0203 (8/900)"5 Year Essential Repair	\$ -	\$0.00
		We will be looking to use existing antenna systems.		
		Our team will carry spare antenna equipment if needed to replace.		
		If antennas are replaced, we will do this on a time and material basis.		

SPECIAL INSTRUCTIONS:	EQUIPMENT	\$28,761.30
	INSTALL	\$4,050.00
	SET-UP	\$0.00
	LICENSING	\$0.00
Freight Charges from Vendor / Distributor / Factory	FREIGHT	\$55.00
Shipping charges from Moyer to Customer	SHIPPING	\$0.00
PA State Sales Tax (6%) - OR NOTE AS EXEMPT	TAX	EXEMPT
	TOTAL	\$32,866.30
	DOWN	\$0.00
	BALANCE	\$32,866.30

Pricing is valid for 60 days

***Pricing Reflects Costars Contract #012-146

ACCEPTED BY: _____

TITLE: _____

- 127 Hiddenwood Drive, Harrisburg, PA 17110
- (717) 545-6018 (phone/fax)
(717) 571-5314 (mobile)
- jsamkoff@jhsph.edu (e-mail)

February 19, 2022

Dear Justin,

Thank you very much for suggesting me for the Susquehanna Township Community Relations Committee. As you know, I am doing my best to learn to be a practicing anti-racist. Several years ago, I served on the Board of the PA Interfaith Alliance, which gave me a good background for appreciating and respecting different cultural backgrounds and religious viewpoints. I am currently part of a team of volunteers working with a recently arrived family of Afghan refugees to get them settled and acculturated. It will be a pleasure for me to safeguard the rights of members of any minority who might experience less than the best that the community of Susquehanna Township has to offer in the way of acceptance and support.

Best regards,



Judith S Samkoff, MD, ScM

JUDITH S. SAMKOFF, MD, SCM

127 Hiddenwood Drive, Harrisburg, PA 17110

(717) 545-6018 office

(717) 571-5314

jsamkoff@jhsph.edu

PROFESSIONAL SUMMARY

More than 15 years of wide-ranging experience in disease prevention and health promotion, with an emphasis on health conditions related to urban poverty. Recognized for keen analytic abilities, polished written and spoken English, and deep understanding of the epidemiology of legionellosis.

CORE QUALIFICATIONS

- EPIDEMIOLOGY OF INFECTIOUS AND NON-INFECTIOUS DISEASES, WITH AN EMPHASIS ON THOSE RELATED TO POVERTY
- TEACHING EXPERIENCE RANGING FROM GRADUATE STUDENTS IN PUBLIC HEALTH TO HOMELESS WOMEN IN POVERTY
- SCIENTIFIC EXPERT REPORT WRITING FOR LEGIONELLOSIS-RELATED LITIGATION

EPIDEMIOLOGIC EXPERIENCE

6/2011-present SAMKOFF CONSULTING

Principal

- Program development, health services evaluation and epidemiology/biostatistics consulting for a large behavioral health system
- Putting chronic disease prevention into practice in Allison Hill neighborhood of Harrisburg, the 3rd most socioeconomically disadvantaged neighborhood in Pennsylvania.
- Institute nutrition improvement project (Growing Strong) in Allison Hill, including a community garden supplying fresh vegetables and fruit for feeding programs in the neighborhood. Teaching healthy cooking techniques to women in a homeless shelter.

12/10-6/2011 MAGELLAN HEALTH SERVICES, INC.

Sr. Health Scientist, Quality, Outcomes & Research Department

- Collaborate with VP of Surveys & Evaluations to design, manage and interpret results of consumer, provider, customer and internal satisfaction surveys. Design includes comprehensive comparative literature search for surveys, methods and potential survey items.
- Communicate QI activities and didactic material within company through newsletter articles, PowerPoint slide sets, webinars, phone conferences.

- Provide consultation, training and assistance with statistical analysis for quality improvement projects to Quality Department colleagues. Includes creating didactic PowerPoint slide sets, reviewing quality improvement activity measurements, performing *ad hoc* analyses.
- Consult on external research activities. Includes participation in design, conduct, and reporting on studies.

12/08-12/10 MAGELLAN MEDICAID ADMINISTRATION (a Magellan Health Company)

Health Care Consultant, Research Department

- Using SAS programming and data management skills, provided statistical analysis of (the PACE Program), an entitlement program of the Commonwealth of Pennsylvania that assists low -income seniors in paying for their prescription medications.
- Performed similar work for other state entitlement programs and for research projects carried out by Harvard University and University of Pennsylvania Schools of Medicine, and Penn State University.
- Produced, with assistance of colleagues, annual report for PACE Program.

3/05 - 9/07 DREXEL UNIVERSITY SCHOOL OF PUBLIC HEALTH

Adjunct Instructor

- Taught online graduate course in epidemiologic study design and analysis, the third course in a three course certificate program in Epidemiology & Biostatistics. Students gave highly positive reviews.
- Made extensive improvements on original curriculum and materials.
- Provided mentorship for past students in the course who were continuing in public health.

9/04 - 12/08 SAMKOFF CONSULTING GROUP, LLC

Senior Partner

- Direct company, market its services, ensure high quality of work accomplished by subcontractors.
- Consultation in civil litigation cases regarding allegations of foodborne and waterborne illness.
- Consultation to policy-makers regarding pandemic influenza. Invited participant in University of Iowa Avian Influenza Pandemic Prediction Market. Invited participant, Howard County, MD Pandemic Flu Summit, 2006.
- Contract epidemiologic research on medication prescribing in large behavioral health system.
- Took over excess workload for epidemiology department of health care software firm.

3/03 – 9/04 PENNSYLVANIA DEPARTMENT OF HEALTH, BUREAU OF EPIDEMIOLOGY,
DIVISION OF INFECTIOUS DISEASE EPIDEMIOLOGY

Epidemiologist

- As Influenza Surveillance Coordinator, directed statewide Influenza Sentinel Provider Network as part of Centers for Disease Control & Prevention's (CDC) national influenza surveillance network. Improved reporting of influenza-like illness by sentinel providers by 50%.
- Pennsylvania liaison with CDC for study of pediatric severe influenza disease, performing active surveillance at major pediatric centers.
- Member of DoH committee tasked with writing PA Pandemic Influenza Plan
- Lead investigation of suspected foodborne listeriosis outbreak.
- Conducted case and control interviews for CDC investigations of the transmissibility of SARS on airplanes and multi-state outbreak of *Salmonella st. paul* foodborne illness.
- Participated in writing proposal for PADOH 2003-04 Bioterrorism Grant, Epidemiology/Surveillance section.
- Arranged logistics, presenters, course material, for four forensic epidemiology conferences. This involved collaboration with FBI experts on weapons of mass destruction, PA State Police, and PA Army National Guard.

10/01-11/01 PINNACLE HEALTH HOSPITALS **Consultant**

Designed and taught 8-week course "Epidemiology for Clinicians" to internal medicine residents.

4/91-7/02 KEYSTONE PEER REVIEW ORGANIZATION, INC (KePRO)
Harrisburg, PA

8/96 – 7/02 **Senior Epidemiologist/Assistant Clinical Coordinator**

- Designed methods and advised on conduct of medical care quality improvement projects for Medicare population as part of project teams. Topics included increasing uptake of influenza and pneumococcal vaccine, reducing racial disparities in use of screening mammography, treatment of community-acquired pneumonia, use of thrombolytic drugs for ischemic stroke, and others.
- Analyzed data from quality improvement projects with assistance of statistical staff. Translated project results into meaningful information for physicians, hospital administrators, and Medicare beneficiaries. Also designed and supervised analysis of medical care quality improvement data from three state Medicaid programs.
- Designed, pilot tested and refined MERIT, a computerized, anonymous, confidential medication error reporting system, trained hospital nurses in error report entry, performed daily surveillance for critical events and quarterly analysis of data from this system, interpreting the results of analysis for client hospitals.
- Developed a simple tool to remind emergency department staff of the optimal 3-hour timeframe for thrombolytic treatment of ischemic stroke.

- Provided medical interpretation and opinions to TRICARE contract staff
- Performed medical literature review and synthesis in preparation for conducting quality improvement projects.
- Prepared and delivered to KePRO staff lectures on clinical topics of quality improvement projects.
- Designed searchable bibliographic database to organize medical and public health literature held in-house.
- Trained and supervised Health Services Research Specialist and student interns.

EDUCATION

8/08	Diplomate, National Board of Public Health Examiners Certified in Public Health (CPH)
7/89-3/90	Internship in Family & Community Medicine, Penn State University & Good Samaritan Hospital Lebanon, PA
4/86	Diplomate, National Board of Medical Examiners
7/85-12/85	Internship in Pediatrics, Penn State University, Hershey, PA
9/81-5/85	MD, <i>cum laude</i> , <i>Alpha Omega Alpha</i> , Medical College of Pennsylvania (currently Drexel U. College of Medicine)
9/78-5/80	ScM, Department of Epidemiology, Johns Hopkins University School of Public Health
9/75-5/79	BA, <i>cum laude</i> , <i>Phi Beta Kappa</i> , Natural Sciences/Public Health, Johns Hopkins University

PEER REVIEWED PUBLICATIONS

Heller DA, Ahern FM, Samkoff JS, et al: Prevalence of nonadherence to multiple drug therapies. Poster, APHA Annual Meeting, Philadelphia, Nov. 2009.

Ahern FM, Heller DA, Ding J, Samkoff JS, et al: Health outcomes associated with multiple drug nonadherence in the elderly. Poster, APHA Annual Meeting, Philadelphia, Nov. 2009.

Samkoff JS, Brookes M: Addition of an active surveillance component to influenza-like illness surveillance in Pennsylvania, 2003-2004 [abstract]. AEP Sept. 2004;14(8):609.

Samkoff JS, Wu B: Laparoscopic and open cholecystectomy outcomes in Medicare beneficiaries in member states of the Large State PRO Consortium. American Journal of Medical Quality 1995; 10(4):183-189.

Samkoff JS, Hockenberry S, Simon LA, et al. Mortality of young physicians in the United States, 1980-1988. Acad Med 1995;70:242-244.

Samkoff JS, Jacques CHM: A review of studies concerning effects of sleep deprivation and fatigue on residents' performance. Acad Med 1991;66(11):687-693.

Jones RL, Samkoff JS, Jacques CHM, et al: Self-reported HIV/AIDS experience, practices, and knowledge of Pennsylvania family physicians J Amer Board Family Prac 1992;5:249-255.

Jones RL, Samkoff JS, Wolff C, Bowers TG: Employee health promotion at a university medical center; a pilot project. Am J Health Promotion 1991;6(1):7-8.

Jacques CHM, Lynch JC, Samkoff JS: The effects of sleep loss on cognitive performance of resident physicians. Am J Family Prac 1990;30(2):223-229.

Granek E, Baker SP, Abbey H, Robinson E, Myers AH, Samkoff JS, Klein LE: Medications and diagnoses in relation to falls in a long term care facility. J Am Geriatr Soc 1987;35:503-511.

Samkoff JS, Baker SP: Recent trends in fatal poisoning by opiates in the United States. Am J Public Health 1982;72(11):1251-1256.

Baker SP, Samkoff JS, Fisher RS, Van Buren C: Fatal occupational injuries. JAMA 1982;248(6):692-697.

Samkoff JS, Comstock GW: Epidemiology of pulmonary embolism: Mortality in a general population. Am J Epidemiol 1981;114(4):488-496.

PROFESSIONAL SOCIETY MEMBERSHIPS

American Public Health Association - Epidemiology Section

International Epidemiological Association

From: Justin Bordell <bubbleboy65@hotmail.com>

Date: March 7, 2022 at 4:29:26 PM EST

To: fourthward@comcast.net

Subject: **Health board**

Hi frank. I would like to express my interest in the open position on the Susquehanna township health board. I am currently employed as a physical therapist at Arlington Orthopedics in Harrisburg. I have become more interested in the public health area, as this pandemic has progressed, and am interested in being part of the overall well being of our township. Thank you for taking the time to consider me.

*Justin Bordell
2028 Daybreak Circle
Harrisburg, PA 17110*

Tax Parcel No. 62-002-065

DECLARATION OF UNDERSTANDING/ACCEPTANCE OF CONDITIONS

This Declaration of Understanding/Acceptance of Conditions (hereinafter “Declaration”) is made on the date hereinafter stated between Salvatore Alvaro, adult individual of 236 Peffer St., Harrisburg, PA 17102 (hereinafter “Owner”), who intends to operate “Alvaro Pastry and Bread Shoppe” to be located at 4715 North Front Street, Harrisburg, Susquehanna Township, Dauphin County, Pennsylvania (the “Premises”).

In conjunction with Owner’s operation of said bread and pastry products retail business at the Premises, Owner has made a request to Susquehanna Township (the “Township”) and Susquehanna Township Authority (the “Authority”) for relief from the minimum 1,000 gallon grease interceptor requirement for restaurants which relief has been granted upon certain conditions which Owner acknowledges and accepts in accord with this Declaration as follows:

1. Owner intends to operate a retail pastry and bread shop (the “Business”) at 4715 North Front Street, Harrisburg, Susquehanna Township, Dauphin County, Pennsylvania, as above described for the retail sale of baked goods and food items, such as breads, pastries, cookies, sandwiches, subs and gelato. All baked goods will be made off site at another location and brought to the Premises for sale.

2. Owner has requested and obtained from the Township and Authority permission to install a smaller grease interceptor than the minimum 1,000-gallon grease interceptor normally required for businesses involving food by ordinance in Susquehanna Township in consideration of the entry into and recording of this legally binding declaration executed by Owner. The grease interceptor conditionally permitted to be installed, pursuant to this Declaration shall be a Mifab LIL-20 20 GPM with a 40-pound capacity grease interceptor trap to be installed under a prep sink.

3. Owner acknowledges and understands, having read the relevant Township ordinance, that:

(a) the basis of said waiver of the minimum grease trap size was upon the promise of strict adherence to be given to the inspection, cleaning and regular maintenance of the

grease trap interceptor, all in accord with Township ordinance, as may be amended from time to time; and

(b) the minimum forty (40) pound capacity grease interceptor shall be installed under a prep sink at a location within the Premises; and

(c) the basis of granting of the waiver of the minimum grease trap was that absolutely NO cooking or preparation of food would be done within the Premises other than warming products for consumption; and

(d) there will be no dishwashers, fryers, grills, garbage disposals located or used on the Premises.

(e) Owner has offered, which covenant is accepted by Township and Authority, to save and hold harmless Township and Authority from any damage, repair or other costs associated with maintaining, repairing, cleaning, and replacing the sewage facilities on the Premises, adjoining property laterals and sewer transmission lines of Authority adjacent thereto that are a result of any breach of the representations of Owner, and that there would be absolutely no other cooking, heating or grease emitting activities performed by Owner on the Premises; and

(f) if, at any time during any inspections of the Business, the Authority and/or the Township observe any grease build-up in relevant sewer lines, again in their sole discretion, may revoke said waiver and require Owner to promptly install the minimum 1,000 gallon grease interceptor or such additional size as the Township or Authority may direct, in accordance with all ordinance requirements, including without limitation relocating the grease interceptor as the Authority and Township may direct, which Owner agrees to thereafter promptly comply.

4. In the event of any waste water or sewer line backup, as the result of the reduced size of the grease interceptor as provided and/or the failure to properly maintain same, Owner shall indemnify and hold harmless Township and Authority for any claims, suits, damages or costs, to include reasonable attorneys' fees asserted or claimed by any party against Township and/or Authority.

5. Owner understands that in the event of any change in use involving food preparation, heating, or grease emission by any means or process, they must contact in writing the Township and the Authority for further review of the subject of the appropriate grease trap and such bodies in their sole or joint discretion shall determine the appropriate size of the grease

interceptor to be required which would be appropriate before any such cooking, heating, or potential grease emission would be commenced. Thereafter, Owner shall promptly install such as then required prior to commencement of any heating, cooking, or grease emission activities at the Premises. Otherwise, absent formal written action by Township and Authority, the terms of this Declaration shall continue indefinitely without change or modification.

6. If, at any time during any inspections of the Business, Authority and/or Township observe violation of the representations and conditions herein contained, or any grease buildup in the relevant waste water or sewer lines, in their sole and absolute discretion, this waiver and relief may be revoked and Owner would be required and would so promptly install the minimum 1,000 gallon grease interceptor or such other appropriately sized interceptor determined by Authority and Township.

7. Owner agrees that the grease interceptor will be regularly cleaned as needed and in no event shall inspection and cleaning be performed less than one time per month and the grease interceptor will be inspected and cleaned if necessary by a recognized grease cleaning professional acceptable to the Township representative responsible for such inspections. Written documentation of such professional cleaning and inspection report shall be promptly provided to the Township without further notice beginning at the anniversary of opening of the Business.

8. It is also agreed that the conditions of this waiver granted by the Township and the Authority shall be applicable to any and all users of the Premises, be it a successor to Owner, a tenant, occupant or any other third party operating the same type or form of business, food handling or preparation in the Premises for the purpose of sale or serving food. In such event, any transfer to another party or any such purposes, the Township and Authority must be notified in writing and have the right to further inspect and review the subject or the appropriate size of the grease interceptor and change the conditions of its waiver, or withdraw said waiver in its entirety, all within the sole and reasonable discretion of Township and Authority.

9. This Declaration and the obligations herein contained are applicable to the business of the Owner of the Premises and the Owner, who acknowledges their binding legal duties and obligations hereunder by signing below affirming that they have read and understand the conditions and obligations as set forth in this Declaration and agree to be bound hereby.

10. It is understood by all parties signing this Declaration that Township and the Authority have the right to enforce by legal or equitable action of this Declaration and conditions

set forth herein. In the event of any legal or equitable action mandated by failure of Owner, to comply herewith, Owner, or such other party violating this Declaration shall be responsible for all reasonable legal fees, administrative costs and fees of Township and Authority enforcing this Declaration.

11. This Declaration shall be legally binding upon Owner, and include any successors, assigns and lessee's of Owner, other users and occupants of the Premises, and any future or other use on the Premises as a bread, pastry or food preparation or sale business of any type or form is concerned.

12. The parties signing this Declaration on behalf of Business represent they have the Authority and authorization to sign same on behalf of Owner and the Business.

13. In the event of the necessity of any legal action, jurisdiction, or venue will vest exclusively in the Court of Common Pleas of Dauphin County, Pennsylvania.

14. No delay, waiver or forbearance on the part of Township or Authority to exercise any right, action, remedy or power given or available by law, shall constitute a waiver to Township or Authority to enforce any such right, action or remedy against the Owner, Tenant or other occupant of the Premises at any time or in any way affect any right as to any subsequent event or violation by the Owner or such occupant. The invalidity or enforceability of any provision shall in no way affect the validity or enforceability of any other provision. Any rights and remedies of Township and Authority shall be cumulative and no one or more of them shall be exclusive of the other of any right or remedy now or hereafter allowed by law.

15. This Declaration shall furthermore be recorded in the Office of the Recorder of Deeds of Dauphin County at the sole expense of Owner.

This Declaration is made this ____ day of _____ 2022, by Salvatore Alvaro, intending to be legally bound.

WITNESS:

OWNER:

By: _____

By: _____
Salvatore Alvaro

APPROVED BY:

ATTEST:

By: _____
Name: _____
Title: _____

SUSQUEHANNA TOWNSHIP

By: _____
Name: _____
Title: _____

APPROVED BY:

ATTEST:

YVES E. POLLART, P.E., SECRETARY

SUSQUEHANNA TOWNSHIP AUTHORITY

ANTHONY W. SALOMONE, CHAIRMAN

COMMONWEALTH OF PENNSYLVANIA)
) SS:
COUNTY OF _____)

This record was acknowledged before me on _____, 2022 by Salvatore Alvaro.

Notary Public

My Commission Expires:

COMMONWEALTH OF PENNSYLVANIA :
 : SS:
COUNTY OF DAUPHIN :

This record was acknowledged before me on _____, 2022 by _____ of the SUSQUEHANNA TOWNSHIP, as _____ who represents that he/she/they are authorized to act on behalf of Susquehanna Township.

Notary Public

My Commission Expires:

COMMONWEALTH OF PENNSYLVANIA :
 : SS:
COUNTY OF DAUPHIN :

This record was acknowledged before me on _____, 2022, by Anthony W. Salomone, as Chairman of the SUSQUEHANNA TOWNSHIP AUTHORITY, a Pennsylvania Municipal Corporation, who represents that he is authorized to act on behalf of Susquehanna Township Authority.

Notary Public

My Commission Expires:

8233-014/367550

APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: 30.21081.2

To Owner: Susquehanna Township
1900 Linglestown Rd

Project: 21081. Susquehanna Twp Admin Office
Renovations

Application No.: 2

Distribution to:

Owner

Architect

Contractor

Harrisburg, PA 17110

Period To: 2/28/2022

From Contractor: eciConstruction, LLC
124 West Church Street
Dillsburg, PA 17019

Via Architect: TONO Architects
436 West James Street, Suite 100
Lancaster PA 17603

Project Nos:

Contract For:

Contract Date:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. Original Contract Sum		\$935,300.00
2. Net Change By Change Order		\$0.00
3. Contract Sum To Date		\$935,300.00
4. Total Completed and Stored To Date		\$338,094.40
5. Retainage:		
a. 10.00% of Completed Work	\$33,809.48	
b. 0.00% of Stored Material	\$0.00	
Total Retainage		\$33,809.48
6. Total Earned Less Retainage		\$304,284.92
7. Less Previous Certificates For Payments		\$92,567.07
8. Current Payment Due		\$211,717.85
9. Balance To Finish, Plus Retainage		\$631,015.08

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents. That all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: eciConstruction, LLC

By: Burt Tuma Date: 03/03/2022

State of: Pennsylvania
Subscribed and sworn to before me this 3rd
Notary Public: Heidi Faulstich
My Commission expires: May 13, 2025

County of: York
day of March, 2022

Commonwealth of Pennsylvania - Notary Seal
 HEIDI L SAUBLE - Notary Public
 York County
 My Commission Expires May 13, 2025
 Commission Number 1394862

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information, and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 211,717.85

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:
By: [Signature] Date: 03/04/2022

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total Approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
Net Changes By Change Order	\$0.00	

CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached.

Application No. : 2

In tabulations below, amounts are stated to the nearest dollar.

Application Date : 02/23/22

Use Column I on Contracts where variable retainage for line items may apply.

To: 02/28/22

Architect's Project No.:

Invoice # : 30.21081.2

Contract : 30.21081. Susquehanna Twp Admin Office Renovations

A Item No.	B Description of Work	C Scheduled Value	D E		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	Retainage
			Work Completed						
			From Previous Application (D+E)	This Period In Place					
1	DIVISION 1	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	
2	Bond	9,353.00	9,353.00	0.00	0.00	9,353.00	100.00%	0.00	
3	Submittals	5,000.00	1,500.00	1,000.00	0.00	2,500.00	50.00%	2,500.00	
4	Baseline Schedule	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	
5	Mobilization	14,030.00	10,522.50	0.00	0.00	10,522.50	75.00%	3,507.50	
6	Survey & Layout	3,033.00	1,516.50	758.25	0.00	2,274.75	75.00%	758.25	
7	Onsite Project Coordination	28,082.00	5,616.40	5,616.40	0.00	11,232.80	40.00%	16,849.20	
8	Periodic Cleaning	7,140.00	1,428.00	1,428.00	0.00	2,856.00	40.00%	4,284.00	
9	Final Cleaning	1,590.00	0.00	0.00	0.00	0.00	0.00%	1,590.00	
10	Punch List	5,138.00	0.00	0.00	0.00	0.00	0.00%	5,138.00	
11	DIVISION 2	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	
12	Selective Demolition	31,751.00	28,575.90	3,175.10	0.00	31,751.00	100.00%	0.00	
13	DIVISION 3	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	
14	Concrete Reinforcement Materials	2,250.00	0.00	2,250.00	0.00	2,250.00	100.00%	0.00	
15	Concrete Footings; L	3,395.00	0.00	2,037.00	0.00	2,037.00	60.00%	1,358.00	
16	Concrete Footings; M	2,192.00	0.00	0.00	0.00	0.00	0.00%	2,192.00	
17	Flooring Removal and Slab Prep; L	9,208.00	2,302.00	6,906.00	0.00	9,208.00	100.00%	0.00	
18	Flooring Removal and Slab Prep; M	3,410.00	341.00	3,069.00	0.00	3,410.00	100.00%	0.00	
19	DIVISION 5	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	
20	Structural Metal Framing; L	3,346.00	0.00	0.00	0.00	0.00	0.00%	3,346.00	
21	Structural Metal Framing; M	8,341.00	0.00	0.00	0.00	0.00	0.00%	8,341.00	
22	DIVISION 6	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	
23	Wood Blocking/Nailers; L	1,123.00	0.00	1,010.70	0.00	1,010.70	90.00%	112.30	
24	Wood Blocking/Nailers; M	384.00	0.00	345.60	0.00	345.60	90.00%	38.40	
25	Cabinets/Countertops/Millwork/Trim; L	10,933.00	0.00	0.00	0.00	0.00	0.00%	10,933.00	
26	Cabinets/Countertops/Millwork/Trim; M	26,347.00	0.00	0.00	0.00	0.00	0.00%	26,347.00	
27	DIVISION 7	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	
28	Board Insulation/Batt Insulation; L	973.00	0.00	145.95	0.00	145.95	15.00%	827.05	
29	Board Insulation/Batt Insulation; M	734.00	0.00	110.10	0.00	110.10	15.00%	623.90	
30	Blanket Insulation; L	1,012.00	0.00	0.00	0.00	0.00	0.00%	1,012.00	
31	Blanket Insulation; M	1,802.00	0.00	0.00	0.00	0.00	0.00%	1,802.00	
32	Air Barriers; L	1,120.00	0.00	0.00	0.00	0.00	0.00%	1,120.00	

CONTINUATION SHEET

Application and Certification for Payment, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 2

Application Date : 02/23/22

To: 02/28/22

Architect's Project No.:

Invoice # : 30.21081.2

Contract : 30.21081. Susquehanna Twp Admin Office Renovations

A Item No.	B Description of Work	C Scheduled Value	D E		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	Retainage
			Work Completed						
			From Previous Application (D+E)	This Period In Place					
33	Air Barriers; M	2,080.00	0.00	0.00	0.00	0.00	0.00%	2,080.00	
34	EPDM Roofing, Wall Panels; L	26,000.00	0.00	0.00	0.00	0.00	0.00%	26,000.00	
35	EPDM Roofing, Wall Panels; M	39,000.00	0.00	0.00	0.00	0.00	0.00%	39,000.00	
36	Caulking/Sealants; L	2,761.00	0.00	0.00	0.00	0.00	0.00%	2,761.00	
37	Caulking/Sealants; M	178.00	0.00	0.00	0.00	0.00	0.00%	178.00	
38	DIVISION 8	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	
39	Doors, Frames, & Hardware; L	7,678.00	0.00	0.00	0.00	0.00	0.00%	7,678.00	
40	Doors, Frames, & Hardware; M	31,058.00	0.00	0.00	0.00	0.00	0.00%	31,058.00	
41	Coiling Counter Doors; L	3,292.00	0.00	0.00	0.00	0.00	0.00%	3,292.00	
42	Coiling Counter Doors; M	4,023.00	0.00	0.00	0.00	0.00	0.00%	4,023.00	
43	Aluminum Entrances, Storefronts, Glazing; L	28,006.00	0.00	0.00	0.00	0.00	0.00%	28,006.00	
44	Aluminum Entrances, Storefronts, Glazing; M	42,010.00	0.00	0.00	0.00	0.00	0.00%	42,010.00	
45	DIVISION 9	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	
46	Non-structural Metal Stud Framing; L	9,262.00	0.00	8,798.90	0.00	8,798.90	95.00%	463.10	
47	Non-structural Metal Stud Framing; M	10,381.00	0.00	9,861.95	0.00	9,861.95	95.00%	519.05	
48	Drywall; L	22,476.00	0.00	3,371.40	0.00	3,371.40	15.00%	19,104.60	
49	Drywall; M	4,718.00	0.00	4,718.00	0.00	4,718.00	100.00%	0.00	
50	Ceramic Tile; L	3,240.00	0.00	0.00	0.00	0.00	0.00%	3,240.00	
51	Ceramic Tile; M	2,160.00	0.00	0.00	0.00	0.00	0.00%	2,160.00	
52	Acoustical Ceilings; L	12,982.00	0.00	0.00	0.00	0.00	0.00%	12,982.00	
53	Acoustical Ceilings; M	19,472.00	0.00	0.00	0.00	0.00	0.00%	19,472.00	
54	LVT Flooring; L	2,076.00	0.00	0.00	0.00	0.00	0.00%	2,076.00	
55	LVT Flooring; M	7,401.00	0.00	7,401.00	0.00	7,401.00	100.00%	0.00	
56	Carpet; L	2,715.00	0.00	0.00	0.00	0.00	0.00%	2,715.00	
57	Carpet; M	17,488.00	0.00	17,488.00	0.00	17,488.00	100.00%	0.00	
58	Resilient Base, Nosings, Transistions; L	2,610.00	0.00	0.00	0.00	0.00	0.00%	2,610.00	
59	Resilient Base, Nosings, Transistions; M	6,025.00	0.00	6,025.00	0.00	6,025.00	100.00%	0.00	
60	Painting; L	6,038.00	0.00	0.00	0.00	0.00	0.00%	6,038.00	
61	Painting; M	11,212.00	0.00	0.00	0.00	0.00	0.00%	11,212.00	
62	DIVISION 10	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	
63	Signage; L	4,611.00	0.00	0.00	0.00	0.00	0.00%	4,611.00	

CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 2

Application Date : 02/23/22

To: 02/28/22

Architect's Project No.:

Invoice # : 30.21081.2

Contract : 30.21081. Susquehanna Twp Admin Office Renovations

A Item No.	B Description of Work	C Scheduled Value	D		E This Period In Place	F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	Retainage
			Work Completed							
			From Previous Application (D+E)							
64	Signage; M	8,563.00	0.00	0.00	0.00	0.00	0.00%	8,563.00		
65	Toilet Partitions; L	1,251.00	0.00	0.00	0.00	0.00	0.00%	1,251.00		
66	Toilet Partitions; M	2,247.00	0.00	0.00	0.00	0.00	0.00%	2,247.00		
67	Toilet Accessories	1,018.00	0.00	0.00	0.00	0.00	0.00%	1,018.00		
68	Glass Partition; L	15,546.00	0.00	0.00	0.00	0.00	0.00%	15,546.00		
69	Glass Partition; M	29,380.00	0.00	0.00	0.00	0.00	0.00%	29,380.00		
70	DIVISION 22	0.00	0.00	0.00	0.00	0.00	0.00%	0.00		
71	Plumbing Demolition	4,970.00	4,970.00	0.00	0.00	4,970.00	100.00%	0.00		
72	PVC DWV Pipe & Fittings; L	2,030.00	0.00	2,030.00	0.00	2,030.00	100.00%	0.00		
73	PVC DWV Pipe & Fittings; M	1,960.00	0.00	1,960.00	0.00	1,960.00	100.00%	0.00		
74	Copper Pipe & Fittings; L	3,040.00	0.00	2,888.00	0.00	2,888.00	95.00%	152.00		
75	Copper Pipe & Fittings; M	2,420.00	242.00	2,057.00	0.00	2,299.00	95.00%	121.00		
76	Plumbing Fixtures; L	7,835.00	0.00	0.00	0.00	0.00	0.00%	7,835.00		
77	Plumbing Fixtures; M	11,170.00	0.00	0.00	0.00	0.00	0.00%	11,170.00		
78	DIVISION 23	0.00	0.00	0.00	0.00	0.00	0.00%	0.00		
79	HVAC Demolition	10,880.00	10,880.00	0.00	0.00	10,880.00	100.00%	0.00		
80	PVC Pipe & Fittings; L	4,650.00	0.00	1,627.50	0.00	1,627.50	35.00%	3,022.50		
81	PVC Pipe & Fittings; M	2,865.00	0.00	1,002.75	0.00	1,002.75	35.00%	1,862.25		
82	Refrigerant Pipe & Fittings; L	7,620.00	0.00	0.00	0.00	0.00	0.00%	7,620.00		
83	Refrigerant Pipe & Fittings; M	4,035.00	0.00	0.00	0.00	0.00	0.00%	4,035.00		
84	Sheet Metal Duct Rough-in; L	33,685.00	0.00	32,000.75	0.00	32,000.75	95.00%	1,684.25		
85	Sheet Metal Duct Rough-in; M	29,910.00	0.00	29,910.00	0.00	29,910.00	100.00%	0.00		
86	Dampers, Grilles, Registers, Diffusers; L	6,615.00	0.00	5,953.50	0.00	5,953.50	90.00%	661.50		
87	Dampers, Grilles, Registers, Diffusers; M	5,955.00	5,955.00	0.00	0.00	5,955.00	100.00%	0.00		
88	Split System Air Handling Units; L	6,455.00	0.00	0.00	0.00	0.00	0.00%	6,455.00		
89	Split System Air Handling Units; M	14,980.00	0.00	0.00	0.00	0.00	0.00%	14,980.00		
90	HVAC Insulation; L	2,137.00	0.00	1,816.45	0.00	1,816.45	85.00%	320.55		
91	HVAC Insulation; M	4,988.00	0.00	4,239.80	0.00	4,239.80	85.00%	748.20		
92	DIVISION 26	0.00	0.00	0.00	0.00	0.00	0.00%	0.00		
93	Electrical Demolition	29,300.00	14,650.00	14,650.00	0.00	29,300.00	100.00%	0.00		
94	Electrical Rough-in; L	24,075.00	0.00	18,056.25	0.00	18,056.25	75.00%	6,018.75		
95	Electrical Rough-in; M	20,425.00	0.00	15,318.75	0.00	15,318.75	75.00%	5,106.25		

CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 2

Application Date : 02/23/22

To: 02/28/22

Architect's Project No.:

Invoice # : 30.21081.2

Contract : 30.21081. Susquehanna Twp Admin Office Renovations

A Item No.	B Description of Work	C Scheduled Value	D		E This Period In Place	F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	Retainage
			Work Completed							
			From Previous Application (D+E)							
96	Lighting; L	17,100.00	0.00		3,420.00	0.00	3,420.00	20.00%	13,680.00	
97	Lighting; M	20,900.00	0.00		0.00	0.00	0.00	0.00%	20,900.00	
98	Low Voltage Rough-in; L	27,228.00	0.00		5,445.60	0.00	5,445.60	20.00%	21,782.40	
99	Low Voltage Rough-in; M	22,822.00	0.00		4,564.40	0.00	4,564.40	20.00%	18,257.60	
100	Electrical Finishes; L	6,390.00	0.00		0.00	0.00	0.00	0.00%	6,390.00	
101	Electrical Finishes; M	7,810.00	0.00		0.00	0.00	0.00	0.00%	7,810.00	
102	Low Voltage Finishes; L	4,050.00	0.00		0.00	0.00	0.00	0.00%	4,050.00	
103	Low Voltage Finishes; M	4,950.00	0.00		0.00	0.00	0.00	0.00%	4,950.00	
104	DIVISION 31	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	
105	Shoring	1,072.00	0.00		0.00	0.00	0.00	0.00%	1,072.00	
106	Frost Wall Footing Excavation	2,785.00	0.00		2,785.00	0.00	2,785.00	100.00%	0.00	
107	DIVISION 32	0.00	0.00		0.00	0.00	0.00	0.00%	0.00	
108	Patch Landscaping Bed	2,548.00	0.00		0.00	0.00	0.00	0.00%	2,548.00	
Grand Totals		935,300.00	102,852.30		235,242.10	0.00	338,094.40	36.15%	597,205.60	33,809.48