

December 8, 2016
7:00 PM

The regular meeting of the Monroe Township Board of Supervisors was called to order by Chairman Kehoe. The Pledge of Allegiance was said by all.

ATTENDANCE

Phil Kehoe, Chairman
A.W. Castle, III, Vice Chairman
Carl Kuhl, Supervisor
Catalina Araiza, Manager

Michael Pykosh, Solicitor
Greg Rogalski, Zoning Officer
Mark Bruening, Engineer
Karen Lowery, Secretary/Treasurer

Mr. Kehoe announced that two executive sessions were held prior to this meeting. One for personnel matters and one for potential litigation items.

SPEAKERS FROM THE AUDIENCE

Suzanne Sunday, 1284 High Street, stated that the Asset Management volunteers have completed the manholes, piping and laterals with the information that is available. The pump station manuals have been cataloged. The volunteers have worked 450 hours and will be finished by the end of the year.

Mr. Kuhl said the volunteers and work done is greatly appreciated. Mr. Kehoe asked what the next step would be. Ms. Sunday would like to finish the 1st part and then see what the next direction would be.

Mike Kennedy and Jim Hoffman, Allenberry Resort, reported that they are making progress with the renovations and planning on a spring opening. The Board offered to publish information in the newsletter to help spread the word.

CONSENT AGENDA

1. Approval of Minutes – November 10, 2016 Regular Meeting (with minor editorial changes)
- November 10, 2016 Budget Workshop (with minor editorial changes)
2. Roadmaster's Report 11/11/16 – 12/8/16
3. Zoning Officer's Report 11/11/16 – 12/8/16
4. Engineer's Report 11/11/16 – 12/8/16
5. 2016 Annual MS4 Update
6. William Baker – Sewage Module Transmittal
7. James Adams – Request for Sewage Planning Waiver & Non-Building Declaration
8. Approval of Bills (as prepared)

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors, it was duly RESOLVED to approve the consent agenda items as listed.

UNFINISHED BUSINESS

REVIEW SEWER ACTION PLAN

Mr. Pykosh stated that \$800 has been collected since the last meeting. He is moving forward with the 4 large liens and the foreclosure process. He also stated that he has prepared the complaints for the residents in the Dillsburg Area Authority and they will be filed next week.

Mr. Kuhl questioned the properties in Monroe Acres that aren't hooked to the sewer. Mr. Pykosh said that suits will be filed against those properties by the end of the year.

SMTMA PLANT UPGRADE

Mr. Bruening stated that he reviewed latest invoice and additional costs. He added that SMTMA has not been holding meetings that he is aware of. Mr. Kehoe verified with Ms. Araiza that she has been building a relationship with Mr. Kissinger at SMTMA.

NEW BUSINESS

TRINDLE STATION BOND REDUCTION REQUEST – PH 2, SEC 1

Mr. Bruening has reviewed the request and proposes approving a release of \$156,430.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to approve a bond reduction request of \$156,430.23 for Trindle Station Phase 2, Section 1 and establish the new bond at \$135,671.35.

TRINDLE STATION PRESENTATION OF PROPOSED CONCEPTUAL REC. PLAN

Mr. Kehoe stated that this is to be a presentation and then we can identify how to move forward.

Frank Tamanini presented a conceptual recreation plan for the Trindle Station Development. He is proposing a natural, low maintenance layout to include picnic areas with trees, a natural walking trail and a playground area for children. There would also be a learning component with tree and bird information. Mr. Tamanini stated the he had provided a draft agreement to the Township for review. He has also had several meeting with residents and the homeowner's association about the location of the playground and walking trail. Addition the playground area would eliminate the connector road between Trindle Station and Wertz Development. Mr. Tamanini asked for the support of the Board, as he feels this is a win win for the township, community and development. He added that he is contemplating starting Section 5 in the first quarter of 2017 and would like to start the playground at the same time.

Dave Guido and Dan Boyle from the Trindle Station Homeowner's Association were present and stated that their Board had voted 100% in favor of proceeding with the plan.

Mr. Kuhl asked who would own the land and who would be responsible for maintenance and liability. Mr. Tamanini said the Homeowner's Association would own the land and take care of mowing. The agreement would be for the township to maintain the hardscape and playground. Mr. Kehoe added that terms would be determined at a later date if this moves forward.

Mr. Kehoe stated that the approved plan doesn't show a park, it shows the connector street to Monroe Street, so if a general conceptual plan was agreed upon then the plan would need to be updated. Mr. Bruening added that the conditional use plan and preliminary subdivision plan would need to be addressed.

Mr. Rogalski suggested a motion be made to accept the proposal to be reviewed further. Mr. Pykosh added that he would like to review the agreement again and the legal aspects. Mr. Kehoe said that there are many items to be worked through by everyone involved.

Mr. Castle stated that the residents seem to like the idea and it is their community and the growth of a community park is a nice thing.

Randy Jackson stated that the residents of Wertz Development that he has talked to seem to be in favor of the playground area.

Mr. Rogalski added that they plotted the area of the park and it seems that it would be a regional asset to the area.

The Board requested Mr. Tamanini submit a summary of the conceptual plan to the Recreation Board for comment.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to accept the proposal to be further reviewed and investigated by the February 2017 meeting for further discussion.

ETHEL C. WENGER FINAL SUBDIVISION PLAN

Joe Burget of Burget Associates was present. He stated that Ms. Wenger is requesting to subdivide the current 22 acres into the existing dwelling and then three new lots. There were concerns about sight distance, so trees have been removed and some banks were sloped back to meet the requirements and help the sight distance. He added that Ms. Wenger has agreed to dedicate right-of-way for the current plan and also 25' on the opposite side of the road for future road improvements.

Mr. Bruening provided his comments dated December 5, 2016, which were very minor. DEP is still reviewing the sewage module, so we are waiting on approval. The Planning Commission has recommended approval of the plan.

Mr. Rogalski requested that a note be added to the plan stating that a certificate of occupancy will be withheld until the constructed stormwater facilities have been inspected. Mr. Burget agreed.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to grant the five waivers as listed in Mr. Bruening's comments dated December 5, 2016.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the Ethel C. Wenger Final Subdivision Plan contingent upon Mr. Bruening's comments dated December 5 2016 being satisfied, adding Mr. Rogalski's note to the plan stating "Certificate of Occupancy will be withheld until the constructed stormwater facilities have been inspected", and a Right-of-Way agreement be entered into.

RESOLUTION 2016-21

Mr. Kehoe stated that the budget was advertised, some updates were made and then it was re-advertised. The total budget is \$4,720,662 and there is an anticipated carryover of \$3,677,314. He add that the office has done an incredible amount of work along with the Municipal Authority and Ms. Araiza.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to adopt Resolution 2016-21 for the 2017 Budget of all funds, in the amount of \$4,720,662.

RESOLUTION 2016-22

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to adopted Resolution 2016-22, which reenacts certain taxation ordinances under the local tax enabling act for fiscal year 2017.

RESOLUTION 2016-23

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to adopt Resolution 2016-23, which levies a .252 mill tax upon a real property and provides for the collection thereof and the rate of compensation for the tax collector for 2017.

RESOLUTION 2016-24

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to adopt Resolution 2016-24, which establishes the current street light assessment rates and authorizes Cumberland County to prepare the billing statements.

RESOLUTION 2016-25

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to adopt Resolution 2016-25, which establishes the current fire hydrant assessment rates and authorizes Cumberland County to prepare the billing statements.

RESOLUTION 2016-26

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to adopt Resolution 2016-26, which levies a .304 mill tax upon all real property for fire service and provides for the collection thereof and the rate of compensation for the tax collector for 2017.

RESOLUTION 2016-27

Mr. Kehoe stated that the wording has been updated to reflect changes to the metered rate policy. He added that he would like to suggest changing the metered minimum rate for both districts to equal the quarterly EDU rate beginning in 2017.

Mr. Kuhl stated that there are no rate increases for either sewer district.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to adopt Resolution 2016-27, which imposes user charges to be collected from the owner of each improved property served or to be served by the sewer system serving the northern service area of Monroe Township; and provides for payment and collection of such user charges. This included the minimum meter rate being increased to be the same as the standard EDU quarterly rate.

RESOLUTION 2016-28

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to adopt Resolution 2016-28, which imposes user charges to be collected from the owner of each improved property served or to be served by the sewer system serving the southern service area of Monroe Township; and provides for payment and collection of such user charges. This included the minimum meter rate being increased to be the same as the standard EDU quarterly rate.

SALE OF 1988 INTERNATIONAL DUMP TRUCK

Mr. Kehoe stated that we have received a high bid of \$8,300 from a North Carolina bidder by using Municibid. He added that the staff did a good job.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to approve and accept the \$8,300 bid from Daniel Graybeal.

BLEACHERS DONATION – RESOLUTUION 2016-29

Mr. Kehoe explained that a set of bleachers was damaged during the windstorm that took the roof off of the salt shed. The township has been approached by a resident who asked if the bleachers could be donated to the Heritage Acres Riding Stables that she is a member of. He

added that Mr. Pykosh has prepared a Resolution and Release and Indemnification Agreement if this is approved.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to adopt Resolution 2016-29, which authorized the donation of the damaged bleachers and the Release and Indemnification Agreement between Monroe Township and Heritage Acres Riding Stables.

FIRE DEPARTMENT PAID DRIVER, 2016 TRUE UP AND 2017 ALLOCATION

Mr. Kehoe stated that he would like to table this agenda item since we are wrapping up the year and getting a better handle on the paid driver cost and the allocation.

Mr. Kehoe would like to add a new item regarding clarification of last month's conversation regarding Monroe Fire Company Volunteers filling in from time to time as a paid driver and drawing the salary.

Mr. Kehoe added that there has been a difference of opinion since the public workshops on whether an active member should be able to fill in from time to time as a paid driver. The township has been advised since the beginning of this conversation to keep as much of a separation as possible between the fire department, which is an independent entity, and the township. It would be in Monroe's best interest to not support paying fire company volunteers and to request the Monroe Fire Company to update their HR manual to eliminate the ability to have active volunteers be able to draw a salary. Mr. Pykosh reaffirmed this recommendation. Mr. Kehoe added that Mr. Farrell stated at the end of this conversation last month that if this is what the township wants and votes to support it, the Fire Company would respect it.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to request the Monroe Fire Company to update their Human Resources Manual to eliminate the ability to have active volunteers fill in for the paid driver position and draw a salary.

Mr. Kuhl requested that the manager be aware of the topics being discussed with Cap Cog and Cumberland County in regards to volunteer fire departments since there have been discussions of a regionalized approach.

HUMANE SOCIETY AGREEMENT

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the Humane Society Agreement for 2017.

ORDINANCE 2016-02 – AMENDING THE SUBDIVISION & LAND DEVELOPMENT ORD.

Mr. Pykosh stated that the Hearing was held at 6:30 PM prior to this meeting and that updates are mostly for changes that have occurred in the law. He stated that the Cumberland County Planning Commission and Monroe Planning Commission have recommended approval of the amendments.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to adopt Ordinance 2016-02, which amends certain sections of the Subdivision and Land Development Ordinance.

STAFF COMMENTS:

Mr. Bruening wished everyone a Merry Christmas.

Mr. Rogalski stated that he attended a meeting at the Cumberland County Planning Commission regarding updates to the floodplain areas for 2017, which may include the Trindle Springs Run area. He will keep everyone updated as more information becomes available.

Mr. Kuhl wished everyone Seasons Greetings.

Mr. Kehoe stated that it is Christmas time and to enjoy it. He urged people to think of their families and communities, not so much for yourselves.

Mr. Kehoe congratulated Mr. Kuhl on his first year of being a supervisor and reminded him there are only 60 more meetings to go. Mr. Kuhl stated that he pledged to be a spokesperson for the citizens and will do that. He is here to serve.

Mr. Kehoe thanked the audience for attending the meetings and their comments.

Mr. Castle asked everybody to remember our Troops, Police Officers and their families. He wished everyone a Merry Christmas and Happy New Year. He reminded everyone that the Recreation Board will be hosting a Santa Night on Monday, December 12th at 6:30 PM. The trivia question was "What was the first bird domesticated by man?" Answer was a Goose. The quote of the day was "I cannot imagine where I would be today were it not for that handful of friends who have given me a heart full of joy. Let's face it, friends make life a lot more fun." – Charles Swindoll. God Bless America.

ADJOURN

The meeting was adjourned at 8:30 PM.

Respectfully submitted,

Karen M. Lowery,
Secretary/Treasurer



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MEMORANDUM

TO: Monroe Township Board of Supervisors

FROM: Gregory R. Rogalski, PE
Monroe Township Zoning Officer

DATE: November 30, 2016

SUBJECT: November Zoning Activity Report
File Reference No. MNTP 1601.002

The following activities were performed during the period between November 1, 2016 and November 30, 2016:

1. Issued 5 Zoning Permits and 3 Building Permits for a total of \$563,000 in new construction.
2. Responded to phone calls and attended two meetings regarding requirements for zoning/building permits and zoning and subdivision and land development regulations.
3. Held office hours every other Tuesday from 8:30 AM to 12:00 PM which included 5 meetings with residents during those periods.
4. Processed and investigated two complaints related to zoning ordinance violations.
5. Attended one meeting with the new owners of the Allenberry Resort.
6. Process one Zoning Hearing Board application for an appeal to the Zoning Officer's decision related to an enforcement action.

cc: A-File
File

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TO: Board of Supervisors
FROM: Dennis Nailor, Roadmaster
DATE: December 1, 2016
SUBJECT: Roadmaster's Report

PROJECTS BEING WORKED ON:

1. Brush cutting along roads
2. Service equipment when not able to cut brush
3. Stormwater box on Boyer Road to be added to Spring Road Inspection – old box still ok for the winter season
4. Criswell Drive cul-de-sac – In talking with Mark about this, it was put forth to South Middleton Sewer Plant that the fence is doing nothing for Monroe; therefore if South Middleton would like it repaired, it is up to them to repair. I had conversation with Bob Kissinger about the matter, but have not heard back at this point.
5. Sandy Pump Station Driveway – Ditch was started the week of November 28th. Digging a 2 foot wide by 6-8 inch deep along driveway, then raising the 1 lane of the driveway up a little with 2A aggregate and covering ditch with P300 Erosion Control Blanket.

PROJECTS COMPLETED:

1. Trees on Creek Road removed – 11/12/16
2. Sinclair Road trees cleaned up – 11/21/16
3. Downed tree at Leidigh Park cleaned up