

February 11, 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

Michael Pykosh, Solicitor
Greg Rogalski, Zoning Officer
Mark Bruening, Engineer
Karen Lowery, Admin. Assistant

SPEAKERS FROM THE AUDIENCE

Suzanne Sunday, 1284 High Street, said the Asset Management program has 12 volunteers plus one 12 year old who is doing a service project. The first goal is to get the room organized. She has made a list of all the plans. When the Asset Management project is done there will be a filing system. The program is off and running and regular reports will be provided.

Mr. Kehoe asked if there is anything needed for the program. Ms. Sunday said she has picked up supplies at the dollar store and will hand in receipts for flash drives. Mr. Kehoe said if anything is needed just let the office staff know so that we can keep moving forward.

Devin Flickinger, Holy Spirit EMS, reported they made it through the snow storm. There were 35 calls in January and 15 so far in February. He would like to thank the Fire Company for their assistance with medical issues during the snow storm. It was a comfort to know that the fire company was being dispatched to all medical calls. And he mentioned that Monroe Fire Company was the only fire company on call until further notice, there was no set time for the members to go home.

Mr. Kehoe had heard there was one call the fire company had to dig the EMS in and one call the fire company and road crew had to dig the EMS in and out. The teamwork was reassuring that the township will come together to get done what needs to be done. The Supervisors are looking for a way to thank all of the volunteers and employees who worked through the storm.

Cass Gibson, Ryegate Road, thanked Mr. Kuhl for attending last night's meeting at Silver Spring Township to present Monroe Township's point of view regarding the PP&L line. PP&L mentioned at this meeting they were looking 10 years forward, are we going to be in the same boat again. He suggested while re-doing the Comprehensive Plan, maybe we could look at adding a utility zone to go through the township and have this established well in advance of the next utility issue that may arise. He stated the Sunoco pipeline is going through, we could get all of the utilities concentrated in one

area. He feels farmers are being taken advantage of because of the open space. Mr. Kuhl said that a zone like this could split the township.

Mr. Gibson also added that he noticed big ticket items on the agenda. His company worked with an agency that saved his company \$14,000. He will share the information if the township is interested. Mr. Kehoe said large purchases are done through a state purchasing agreement or the Capital Area Council of Government, but if there are other options out there, it is our responsibility to look into them.

Mark Farrell, Deputy Chief with Monroe Fire Company, stated that he sent an email, but wanted to express the fire company's appreciation to the road crew for their help in one emergency. He added the station was staffed from Friday through Sunday with some members spending the weekend there.

Mr. Kehoe asked how the installation of the security system and access system were doing. Mr. Farrell said there are about half way through installation.

APPROVAL OF MINUTES

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 minutes of the January 4, 2016, regular meeting with minor editorial changes.

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 minutes of the January 4, 2016, reorganizational meeting with minor editorial changes.

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 minutes of the January 14, 2016, of the Verizon Cell Tower Workshop with minor editorial changes.

ROADMASTER REPORT

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 Roadmaster's report.

Mr. Kuhl received lots of positive comments regarding the road crew during the storm. Mr. Castle received several comments as well. Residents told him that you knew when you were in Monroe Township. Mr. Kehoe said the Board needs to figure out a way to say thanks. Mr. Castle suggested a Monroe Proud award for the road crew and fire company. Mr. Farrell added that there was a medical emergency during the worst part of the storm and Greg Hertzler plowed the driveway to allow the crews to obtain access and the ambulance got stuck several times so Kent Kerstetter escorted the ambulance with his plow truck to the house and then to Interstate 81. Mr. Castle asked

for a list of names of all involved with this incident. Mr. Kehoe stated that there were no delays, no drama, no bosses, everyone was confident in their jobs and got it done.

ZONING OFFICER'S REPORT

Mr. Rogalski stated that he and Ms. Lowery met with a public relations person from the Sunoco Pipeline project that is running alongside the Turnpike. UGI is piggybacking with this project to follow the same route. He added that they are using the existing right-of-way.

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 Zoning Officer's report.

UNFINISHED BUSINESS

TOWNSHIP MANAGER

Mr. Kuhl stated that there are a few points he would like added to the job description. This matter was tabled until the next meeting.

REVIEW SEWER ACTION PLAN

Mr. Pykosh provided a memo dated February 11, 2016 that shows 8 collection cases have been filed. Item 3 has been given a judgement and 4 hearings are scheduled for tomorrow. He added that you have to wait 30 days after the judgement then file at the courthouse for collection. Mr. Pykosh has provided a list of 4 accounts that would be the next group to file suit against. He mentioned that item 7 on page 2 had a suit filed against them, but have contacted him to set up a payment plan of \$1,500 by Monday and \$250 per month until paid in full.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to approved Mr. Pykosh to move forward with filing complaints against the 4 additional properties listed in the memo dated February 11, 2016.

SMTMA PLANT UPGRADE

Mr. Kehoe said an updated schedule has been received. Mr. Bruening confirmed, saying they have lost a month.

Mr. Bruening reviewed the billing period of November 10 through December 14, 2015 and recommended approval. He added that the engineering portion of the project is over budget, but the change order portion is under budget.

Mr. Castle asked for an update on the manhole that leaked. Mr. Bruening said the new pumps will keep up with the flow and the leak was due to a diaphragm lodged in the pipe. He added that the road crew will be replacing the manhole with the broken rim.

SALT SHED UPDATE

Mr. Bruening stated that the salt shed is done. He is waiting to receive the contractors insurance, prevailing wages, waiver of liens and then a final payment request.

Mr. Castle where we stand with the insurance. Mr. Pykosh said that he doesn't think there will be a problem with the insurance covering the contracted amount, the change order or the engineer invoices. The insurance adjuster was confused at first because he thought Mr. Bruening was an actual employee of the township. He added that Mr. Bruening has taken pictures of the salt shed and emailed them to the insurance company. Once a copy of the final check paid to the contractor is submitted, he believes the township will receive the rest of the money.

VERIZON TOWER

Mr. Kehoe stated that there was a workshop that was constructive and positive. There is localized concern. The township requested Verizon to look at alternate sites behind the park.

Mr. Rogalski said a meeting is scheduled to look at the sites. He has had conversations with Dennis Nailor and provided a map of 2 possible locations.

PP&L UPDATE

Mr. Kuhl stated that the information we have is on the website, along with questions the township sent and answers received. There was a meeting at Silver Spring Township where PP&L talked to the Supervisors, answered their questions, and responded to questions from the audience. He suggested we reach out to Silver Springs with the information we have. He also suggested that a PP&L representative be at the next Supervisors meeting to persuade PP&L to use existing right-of-way. PP&L announced they will have a decision by the middle of March. Mr. Castle thinks we should work with Silver Spring Township and also update our Ordinance to make utilities jump through more hoops. Mr. Pykosh said that the PUC regulations are above the local ordinances.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to send a letter to Silver Spring

Township advising that we would like to work with them in regards to the PP&L Powerline issue and that Monroe Township fully supports PP&L using the existing right-of-way to run new lines.

Mr. Kuhl said he will draft a letter.

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE DRAFT

This matter was tabled.

NEW BUSINESS

TRINDLE STATION PH 2, SEC. 6 – BOND REDUCTION REQEUST

Mr. Tamanini requested a bond reduction for site improvements. The Township engineer recommended a reduction for \$302,068.39 and he is in agreement with that. After a letter from the township is received, the new bond will be delivered. Mr. Bruening and Mr. Pykosh were in agreement with the reduction.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to accept the township engineer’s recommendation for a bond reduction in the amount of \$302,068.39.

TRINDLE STATION PH 2, SEC. 6 – BOND REDUCTION REQUEST – SANITARY SEWER

Mr. Tamanini stated that Mr. Bruening recommended the township withhold the financial security for improvements that have been completed and dedicated to the township for the sole purpose of vacuum testing manholes. He believes this recommendation is contrary to law because completion of the required improvements is what was guaranteed by the financial security, not vacuum testing. And improvements have been completed, a maintenance security has been provided and accepted by the township to guarantee the structural integrity and functioning improvements of the system. Mr. Tamanini is asking to be treated fairly, he has completed the and respectfully requests the release of the bond. Mr. Kehoe asked how much is being held back. Mr. Bruening said \$750. Mr. Tamanini said plus \$4,558.00, which Mr. Bruening said is the retainage until we receive the maintenance bond. Mr. Kehoe said the issue seems to be the testing not the maintenance bond. Mr. Tamanini said the township owns the lines and could choose to test the lines if they would like to.

Mr. Bruening explained the sewer line was installed by Sinclair Park and are owned by the township, the issue is that manholes stuck out above the ground. As part of this project Mr. Tamanini came in and built roads around our manholes. To protect ourselves the concern is the integrity of the manholes if they were backed into, hit or bumped into and a seal was broken.

The purpose of withholding this money is to air test the manholes since the road was built on our easement, on our dedicated sewers.

There was discussion by the Board, Mr. Bruening, Mr. Pykosh and Mr. Tamanini regarding who's responsible for performing the testing, if this is listed in the codes, and how the process works.

Mr. Tamanini said if testing was done and a problem was found due to the paving, he would play fair and repair the problem.

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 full release of the bond and authorize the engineer to obtain prices to test the 4 manholes in question.

FRED & SUSAN MOESLEIN AGRICULTURE SECURITY REQUEST

Mr. Pykosh stated that an agriculture security request was submitted by the Moeslein's on January 7, 2016. Due to the timing Mr. Pykosh forwarded the application to the Planning Commission and Agriculture Security Committee. This request has been advertised, the Ag. Security Committee will meet at 6:30 PM on March 3rd, the Planning Commission will meet at 7 PM on March 3rd and the Board of Supervisors will meet at 6:30 PM on May 12th.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to acknowledge receipt of the Fred & Susan Moeslein Agriculture Security request and confirm the application was forwarded to the Planning Commission and Ag. Security Committee.

SNOW EMERGENCY DECLARATION

Mr. Kehoe announced that a Snow Emergency was declared January 22, 2016 at approximately 3:30 PM. This allows the employees to work extra hours to keep the roads clear.

SNOW EMERGENCY ORDINANCE

On Mr. Castle's request, Mr. Pykosh provided an example Snow Emergency Ordinance, which designates snow emergency routes, no parking along roads, when tire chains must be use, etc., to determine if something like this is needed in Monroe Township.

Mr. Kuhl suggested checking with the road crew to report any concerns or issues they had during this past storm. Mr. Castle said we should also check with the fire company.

This matter was tabled until the road crew and fire company provide their input.

BOND REFINANCING PROJECT

Mr. Kuhl sat in on a meeting with the Bond Counsel and there is an opportunity to refinance most of our bonds in November. We now have in the Municipal Authority and Planning Commission several financial professionals that could benefit the review of the existing bonds and give an opinion if refinancing would make sense. These are volunteers that are better suited to look at the bond information and report back to the Supervisors.

Mr. Pykosh said we would need to know the cost to refinance because this can be very expensive. Mr. Kuhl said it would cost \$100,000.

Mr. Kehoe said conceptually he agrees. His concern is that there are many opportunities to do many big projects, but only so many volunteers on the Board and only so many full time administrative and professional staff to help out. We will need to have a liaison with the Planning Commission and Municipal Authority because we cannot do or pay for a Comprehensive Plan, Act 537 Plan, Sewer Asset Management plan, entire bond refinancing, and look into selling the sewer system all at once. This is all good stuff, but we need our leadership to come up with what the important items are and what can we work on. He added that the Asset Management Program has taken 2 to 3 years to get moving forward. Let's go ahead and review the bonds to see if there are savings then we should look into it, but we are at a point where we need to balance out tasks.

Mr. Kuhl added Bond Counsel said they could attend a meeting in May or June for settlement in November. Most interest rates don't trend upwards until 2019, so it's not an immediate aspect. The Board asked Mr. Beck if he has any thoughts. Mr. Beck said there is nothing wrong with people looking at the bonds. He was trying to understand the bonds that we currently have and the projected costs. Mr. Kuhl would want the Municipal Authority leadership to be comfortable with this project and not put a drain on the Board.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors to duly RESOLVED to forward the bond refinance information for consideration to the Municipal Authority.

CAPITAL INVESTMENTS REVIEW

Mr. Kehoe stated that was a conversation that was started. The road crew is at a point where some equipment replacements are on the docket for the next few years. There have been reoccurring problems with the buildings HVAC systems and the fire house has some short comings. The time is right to put out a multi-year capital plan to capture the process and get them on radar. Mr. Kuhl added this would be to prioritize and possibly look at when refinancing. The township has HVAC issues and the fire company's roof is leaking. The township has had companies come to evaluate the HVAC system and get a professionals thought on this matter.

Mr. Kehoe said in its most simplistic form this is about collecting information from all areas of the township, come up with informal cost estimates, and then list priorities so we can accrue monies and work into the annual budget process.

Mr. Kuhl without a manager the employees could create a list. The most important things would be the township's HVAC unit, the Fire house and township vehicles. We would need to evaluate the units then put information into a spreadsheet. Mr. Kuhl said we could use the energy study that Mr. Rogalski's company had performed.

Mr. Kehoe said they are closing in on starting the manager interview process. We can deal with the items that need to be dealt with such as the broken HVAC unit and the first truck purchase. The actual organization of this and the more elaborate plan could be held off until later in the year once a manager is on board.

The Board agreed to postpone the majority Capital Investment review until a manager is on board, except for the immediate needs for 2016 that can be addressed.

TRUCK PURCHASE

Mr. Castle said we are looking to replace the 1999 Volvo. Dennis Nailor provided a list of trucks that were looked at and prices. The road crew agreed the International truck would fit our needs and the cost is \$136,081.

Mr. Kehoe said that whichever truck we go with we should look into the company Mr. Gibson mentioned, just as a double check.

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 purchase of a 2017 International truck as proposed with the cost not to exceed \$136,081 but first do a cost comparison from the alternate source.

Mr. Kuhl requested that a list of all trucks and replacement dates be updated and provided to the Board.

Mr. Castle added that there are two more trucks to talk about. We have a 2002 F-550 for the mountain that is rusting and having problems. He would like to authorize Dennis to obtain prices and get ready to be able to order another truck in the middle of the year and receive the truck in early 2017 so that it will be paid for then.

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 road crew to obtain prices to replace the 2002 F-550 with a F-550, F-650 or F-750 and provide to the Supervisors.

ROAD INSPECTION – SET DATE

The Board agreed to set the Road Inspection for April 2, 2016 at 9:00 AM.

C2P2 GRANT APPLICATION

Mr. Kehoe said that in 2015 a grant application was submitted for resurfacing a portion of the Joe Carr walking path, installing a new walking path at the Parkview Land, and an ADA accessible path and updated playground behind the township building. We were just notified that our application was not approved. The question then becomes do we reapply for the entire project for 2016 or can some of the projects be started with the recreation money that has accumulated. Ms. Lowery provided a list of the proposed projects and costs. Mr. Kuhl added that there is a Cumberland County grant also.

Mr. Rogalski added that certain aspects of the project gives priority to get awarded grants, such as including ADA accessibility. Ms. Lowery said the playground would be updated to have ADA accessibility.

Mr. Kuhl asked what projects we would use the money set aside for. Ms. Lowery said for the grant application she would keep the ADA path from the parking lot to the pavilion/playground area and the updates to the playground. If we are looking at spending the recreation money set aside, she suggested resurfacing the walking path at Joe Carr because not all of that is ADA accessible.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to install a new walking path at the Parkview land and resurface the walking path at the Joe Carr field in 2016. And then reapply for the C2P2 grant for the upgrades to the playground and add ADA accessibility.

PENN WASTE CONTRACT EXTENSION

Mr. Kehoe said Penn Waste has approached us in regards to extending our current agreement with them at a different rate than what is in the existing contract. They are

offering that if we renew without bidding that they would hold the price the same and replace the existing recycling bins with a new recycling cart. This would alleviate the open competitive bidding that he remembers was an issue several years ago.

Mr. Pykosh said we can accept the extensions as is with no change or we could choose to rebid the contract. Mr. Kehoe stated that Penn Waste has provided exemplary service and there have never been any issues and have been supportive of local events.

Mr. Kehoe said the 2016 rate is \$49.50 per quarter and if extended the rate would increase to \$53.25 quarter. He then provided rates of surrounding townships, which are lower than what we are currently paying.

Mr. Castle said that we have excellent service, but it looks like we need to rebid.

Ms. Sunday added that the unlimited trash pickup is very unique, no matter how much you put out they will take it. She added that the previous company cost \$75 per quarter for trash service.

Mr. Kehoe added that Penn Waste wasn't the lowest bidder when we bid, but the lowest bidder was disqualified due to some lackluster service in other townships.

Mr. Kuhl added that we should look at adding leaf pick up our service. Mr. Kehoe said he's not aware of any trash companies providing leaf pick up, however they will pick up leaves that are bagged. This could be a budget discussion.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to rebid the trash contract for 2017.

BILLS

Mr. Kehoe stated that the Board authorized a wire transfer done in the amount of \$113,049.38 for a bond payment, since the invoice wasn't received.

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 bills as prepared.

STAFF COMMENTS:

Mr. Bruening said that he and Dennis Nailor have looked at some opportunities to apply for the Dirt & Gravel Road grant. Once the weather breaks they will meet with Carl Goshwin from Cumberland County to review the proposed projects.

Mr. Kehoe asked Mr. Bruening about the guiderail at Creek Road and Route74. Mr. Bruening has called the stated, he is waiting until the weather slows down to contact again to try to convince them to extend the guiderail.

Mr. Kuhl asked if the township has received any comments in regard to the Leidigh bridge closure. Ms. Lowery said no.

Mr. Kehoe asked where we are at with the Dillsburg Authority volunteer. Mr. Kuhl said there is one he received and talked to and there may be some issues. There have been two others, so we will see. We haven't gotten any pressure from Dillsburg.

Mr. Kehoe asked Ms. Lowery and Mrs. Wood to look at getting a quote to update the website. Ms. Lowery said they have a meeting our computer company next week to discuss the website and other suggestions they have for us.

Mr. Kehoe said that hearing how the Holy Spirit EMS, the Fire Company and the road crew interacted with each other during the storm was extremely heartwarming. He heard about Kent Kerstetter driving a dump truck to 81 to make sure the ambulance could get to the hospital.

Mr. Kehoe wished Mr. Castle a Happy Birthday on February 13th.

Mr. Castle asked everybody to remember our Troops, Police Officers and their families. He mentioned that the Fire Company, road crew and ambulance crews did an outstanding job. The trivia was – Who was the first president to move into the White House? Answer – John Adams. The quote of the day was “I know in my heart that man is good. That what is right will always eventually triumph and there is purpose and worth to each and every life.” – Ronald Regan. God Bless America.

ADJOURN

The meeting was adjourned at 10:15 PM.

Respectfully submitted,

Karen M. Lowery,
Administrative Secretary