

July 11, 2019  
7:00 PM

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

### ATTENDANCE

A.W. Castle, III, Chairman  
Philip Kehoe, Vice Chairman  
Carl Kuhl, Supervisor

Michael Pykosh, Solicitor  
Chris Gleeson, Solicitor  
Greg Rogalski, Engineer  
Holly Wood, Secretary/Treasurer

### SPEAKERS FROM THE AUDIENCE

Rick Line – 381 Criswell Drive – Mr. Line wanted to make mention that he noticed a cracked manhole on the Criswell Drive to Allenberry trail. He stated it was the third manhole off of Criswell Drive, and thought somebody should take a look at it.

Werner Schmidt – 779 Dogwood Terrace – Mr. Schmidt offered his congratulations to Mr. Kehoe for making the ballot on both sides in both precincts. He feels the public has spoken and said they like the proactive route instead of the reactive route. Mr. Werner knows it is easy to take the favored route, and not easy to take the less favored route, but he thinks the Supervisors are doing the right thing being proactive vs. reactive.

Barb Pearce – 171 Brindle Road – Ms. Pearce would like the Supervisors to consider signing the resolution for redistricting. The map that was drawn in 2018 is one-off and will have to be redrawn after the 2020 census. The hope is for a citizens' commission to draw maps to help assure voters are picking legislators, and not the legislators picking voters. Ms. Pearce provided a written statement for the minutes and copies of the resolution to each Supervisor. It is her hope that the Board will sign the resolution.

Dawn Keefer – PA State Representative – Representative Keefer noted she was attending tonight's meeting to provide some information to the Supervisors with regard to an inquiry she received about increased traffic and accidents in the Township. She noted that there is a perceived increase in truck traffic on W. Lisburn and Locust Point Roads in particular, so she did some research on statistics. The latest statistics she could get were from 2017. She questioned PennDot about any truck restrictions on the noted roads and was told that the roads do not meet criteria needed to place truck restrictions on them. The State said that the roads are built to meet the trucking weights and such, but she will monitor the situation. Representative Keefer was happy to announce that the PA State budget was passed on time, even though she voted against. She has a belief that the spending increase should not exceed the rate of inflation, and this budget spending did increase above the rate of inflation. She also noted that the per capita fee for State Police coverage was shot down, and that she voted against that bill, as the Supervisors wished she would do. Mr. Kehoe thanked Ms. Keefer for taking the time to update the Board. He is very grateful for the time and investment puts into Monroe considering our size compared to the other communities she represents.

Chairman Castle announced that there would be an executive session after the regular meeting to discuss employee issues.

### CONSENT AGENDA

1. Approval of Minutes – June 13, 2019 Regular Meeting
2. Roadmaster’s Report 6/1/19 – 6/30/19
3. Engineer/Zoning Officer’s Report 6/1/19 – 6/30/19
4. Approval of Bills (as prepared)

**On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors, it was duly RESOLVED to approve Consent Agenda items as listed, with minor edits and the clarification of the Employee Manual Addendum motion to read “... a Minimum 1-hour Charge for Weekend Cleaning” to the minutes.**

### OLD BUSINESS

#### PEL FOLLOW UP MEETING

Mr. Kehoe gave a brief overview of what the EIP is and why a follow up meeting was needed to correct flawed information provided for the draft report. Ms. Wood said that we are still waiting to receive the revised report, vacations and such have delayed the final review and release by PEL of the revised draft.

#### FIRE COMMITTEE PLANNING

Mr. Castle noted that he just read about the Mechanicsburg fire companies merging to better manage their services, and confirmed that no headway has been made with forming the Fire Committee here in Monroe. Mr. Kehoe commented that the Supervisors need to compile and agree to the goals and objectives of the committee before said committee can be formed and put to work. It was suggested that all three Supervisors send their list of goals and objectives to Ms. Lowery for consolidation and consideration.

#### TRINDLE/SINCLAIR TRAFFIC SIGNAL

Mr. Pykosh explained that a proposed ordinance was drafted with regard to an intermunicipal agreement between Monroe and Silver Springs for the ongoing maintenance of the traffic signal at W. Trindle and Sinclair Roads. It has been determined that the Traditions of America Development will be paying for the construction costs including right-of-way acquisition for the installation of the signal, and the 2 townships will be responsible for the

ongoing operation and maintenance. The plan is to have the Board authorize the advertisement of the ordinance tonight and have the ordinance passed and the agreement signed at the August meeting.

Mr. Rogalski added that the August meeting will involve signing the final right-of-way agreements also, and that the TE118 (no turn on red) form needs to be authorized at tonight's meeting also.

**On a motion by Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors, it was duly RESOLVED to authorize the Chairman of the Board to sign the TE118 form.**

**On a motion by Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors, it was duly RESOLVED to authorize the advertising of the ordinance for an intermunicipal agreement between Monroe and Silver Springs Townships for the operation and maintenance of the traffic signal to be installed at the W. Trindle and Sinclair Roads intersection.**

Mr. Kuhl asked when we will see the signal work in action. Mr. Rogalski said he anticipates road work to begin in the fall with the actual signal work to be completed in the Spring of next year.

## NEW BUSINESS

### BLOSSOM TERRACE – PAVING WORK

Mr. Rogalski said this project has been talked about for some time with the sewer project that is being completed in that area, and the time has come to get bids for the paving work. He is requesting that the Supervisors authorize the advertisement for bids tonight.

**On a motion by Mr. Castle, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors, it was duly RESOLVED to authorize the advertising of the request for bids for the Blossom Terrace Paving work.**

### BAMBOO ORDINANCE

Mr. Rogalski explained that at the last meeting he was tasked with doing some homework on the ability and feasibility of enacting a bamboo ordinance. He was able to establish that we can enact a restriction on the bamboo and other municipalities have done it. It was asked if bamboo could be enforced under the grass and weed ordinance, to which Mr. Rogalski said that ordinance does not apply to the bamboo.

Mr. Kehoe stated that the general idea with this discussion was to establish if we want to restrict bamboo, how do we want to do it. Mr. Rogalski sees the only way to restrict it would be with a new ordinance.

Mr. Castle said that it is a very invasive plant, and there is a lot to consider with a new ordinance, cost and enforcement being just 2 items. He asked how many complaints have been logged. Mr. Rogalski stated that he has 1 official complaint logged, but has heard from a few people over the years.

Mr. Kuhl noted that bamboo grows quickly and feels it must be contained to an individual's property, if allowed, and not allowed to encroach on others that do not want it on their properties. Mr. Kuhl said he is against the chemical removal of the plant due to a large portion of the Township relying on wells.

Amy and Carl Dreibelbis of 1250 Brandt Road offered comments as owners of a property with bamboo growing on it. They feel that this ordinance idea came to light due to their neighbor having a personal vendetta against them and their bamboo. They would like it noted that the bamboo was present on both their property and the neighbor's property at the time of their purchase; and they have maintained the bamboo on their property since. They feel their neighbor has an issue with the bamboo obstructing his views, so he has complained and gone as far as setting it on fire and spraying weed killer on their property to remove it.

Mr. Kuhl asked how far it can grow and spread in a year. Ms. Dreibelbis said it is easily managed with mowing and has been maintained 1 foot off of the neighbor's property line, so it is not on his property at this time. Mr. Kehoe noted an issue with the tall plants blowing over or flopping on to a neighbor's property. Ms. Dreibelbis said they do not have that issue at their property because they maintain the bamboo to create a proper habitat for wildlife. Mr. Castle stated that it is not native to this area. Mr. Dreibelbis said there are some species that are native and asked how that will be addressed.

David Brandt of 330 Sanderson Drive spoke about the issue being a neighbor dispute, and a particular neighbor has cut down trees across the road from his property because they obstructed his view. Mr. Brandt does not own bamboo, but does not have any issues with it either, as the Dreibelbis's maintain their property well.

Mr. Kehoe asked how do we maintain the good fences make good neighbors mentality. He also noted that he feels this is not just a bamboo issue, but an invading plant issue in general. He wanted the Dreibelbis's to know that the talks have been going on for months, that their situation was not the deciding factor to bring up this subject, the timing was purely coincidental.

Ms. Dreibelbis wrapped up her comments with the statement that if an ordinance is passed, her family will comply at a great expense, but she doubts others would comply at all.

Rick Line of 381 Criswell Drive offered a reference to the same issue in South Middleton Township where it was determined to be a court issue, not an ordinance issue between neighbors.

It was noted again that this was just the beginning of the look at the issue, and the matter was tabled so that more research could be done.

#### DAMON NAILOR – END OF 6 MONTH PROBATION

Mr. Castle noted that Mr. Nailor's six-month review was completed and was very good. It was noted in the review that Mr. Nailor is a hard worker, mechanically inclined, and proactive in his approaches. He also completed his CDL training in May as required at his time of hiring.

When hired, it was discussed that there would be a .50 bump in pay at the end of the probationary period. The Roadmaster would like to bring Mr. Nailor up to match the last hired employee, which is at \$21.60. Mr. Hertzler also plans to put Mr. Nailor in charge of fleet maintenance due to his training as a mechanics and the fact the he has been fixing things that they would typically ship out for repair.

All the Supervisors offered comments on Mr. Nailor's strengths in welding and mechanics. There were also comments on his good relations with the public and his honest, well thought out ideas and answers to questions. Mr. Kehoe noted that having a staff mechanic will pay dividends and save money over all for the Township.

**On a motion by Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors, it was duly RESOLVED to retain Mr. Nailor as a full-time employee and increase his rate of pay to \$21.60 per hour effective July 15, 2019.**

#### INTERMUNICIPAL AGREEMENT WITH SOUTH MIDDLETON TWP. FOR PORCHES OF ALLENBERRY PERMIT REVIEW AND INSPECTIONS

Mr. Pykosh explained that an agreement with South Middleton Township for the review and inspection of new building permits has been drafted and an ordinance is required with any intermunicipal agreement. Mr. Pykosh explained he is looking for authorization to advertise the ordinance, so that it can be finalized at the August meeting.

Mr. Rogalski noted since the homes in the Porches development will be customers of South Middleton for water and sewer, it makes sense to work with them for permit reviews and inspections. He also offered that this agreement will save Monroe money as South Middleton employs their own inspectors, so the inspections fees are cheaper than Pennoni charges. He also feels this that this agreement could pave the way for other intergovernmental cooperation.

**On a motion by Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors, it was duly RESOLVED to authorize the advertising of the ordinance for an intermunicipal agreement between Monroe and South Middleton Townships for the**

**permit reviews and inspections of new building permits for the Porches of Allenberry Development.**

SALT BRINE STORAGE TANK

The Roadmaster requested approval to purchase a 10,000-gallon storage tank for salt brine, so that brine can be stored on Township property to save time during winter storm events. Currently, the crew drives to Lower Allen to fill tanks on the trucks to pre-treat roads prior to storm events, creating lost time and less roads treated. The storage tank would allow more roads to be pre-treated and save time when the actual storm hits. Mr. Hertzler's proposal includes the tank and all necessary pumps and hoses to set up the system at a cost of no more than \$4,500.00. Mr. Kuhl questioned the need for additional containment or foundation preparation for the tank. Mr. Rogalski said additional containment features are not necessary, due to it being just salt brine, and the tank can be set on compacted gravel which the crew can prep and complete in-house.

**On a motion by Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors, it was duly RESOLVED to authorize the purchase of the 10,000-gallon storage tank and all necessary components to establish salt brine storage not to exceed \$4,500.00 in total cost.**

STAFF COMMENTS

Mr. Rogalski noted that GHD's initial report regarding the Stormwater Fee Study came in on Tuesday afternoon. He asked the Supervisors to review and comment directly to him. GHD offered to attend tonight's meeting, but he asked them to plan on attending the August meeting to give everybody time to review and digest the report that was presented. Mr. Rogalski also noted that a list of people interested in being part of the advisory committee has been compiled and consideration will soon need to be given to that list.

Mr. Kuhl mentioned that he talked to the County about the mosquito spraying and how one individual stopped the spray truck driver asking him to not spray in the area. County confirmed that their procedure is to move out of the area of the complainant and continue spraying. It was agreed that concerns about disease outweigh complaints about spraying.

Mr. Castle asked everybody to remember our troops, police officers and ems workers. He also thanked all of those involved with the Community Day event.

The trivia question was "During the 1980's for six consecutive years, what breed of dog was the most popular in the U.S.?" Answer: Cocker Spaniel

The quote of the day was “Tell the truth, work hard, and come to dinner on time.” Gerald Ford

ADJOURN

**The meeting was adjourned at 8:26PM.**

Respectfully submitted,

Holly Wood, Secretary/Treasurer

TO: Board of Supervisors  
 FROM: Greg Hertzler, Roadmaster  
 DATE: 7-2-19  
 SUBJECT: Roadmaster's Report

## PROJECTS BEING WORKED ON

PROJECTS	NOTES	ESTIMATED COMPLETION DATE
Spray road signs	Along roads	7/31/2019
Sweep roads	After oil and chip	7/31/2019
Paint lines	Joe Carr parking lot	7/31/2019
Paint lines	Leidigh Drive where faded	7/31/2019
Fix Eppley road bank	Bank is eroded at guild rail	7/31/2019
Sign replacment	Replacing sign that are in bad condition	On going

## PROJECTS COMPLETED

PROJECTS	NOTES	COMPLETION DATE
Sprayed weeds	Around parks	5/28/2019
Trimmed bushes	At building and parks	5/28/2019
Fix radiator	#4	5/29/2019
Met Greg R	Look at water problems at fish hatchery	5/29/2019
Kuhn Road	Bid opening	5/30/2019
Worked on #5	Get it ready for paint shop	5/31/2019
Mowed Roads	The whole township	6/4/2019
Worked on #5	Oil Leak	6/5/2019
Trimmed trees	Joe Carr park	6/5/2019
Cylinders #5	Took to get fixed leaking	6/7/2019
Sight distance complaint	Stoner rd. ext. and williams grove rd.	6/10/2019
Get straw	for hay ride wagon	6/11/2019
Tan bark	Parks and building	6/12/2019
Camera sewer laterals	Blossom	6/13/2019
Manhole inserts	Get Prices	6/13/2019
Commuinty day	Load up and set up	6/14/2019
Communtiy day	Clean up and put away	6/17/2019
Fixed sewer problem	Joe Carr	6/17/2019
Sweep Roads and Joe Carr lot	Get ready for oil and chip with pull broom	6/18/2019
Camera sewer laterals	Kuhn rd. and Spring ln.	6/19/2019



Hand out oil and chip papers	Developments to be done	6/20/2019
Ditch roads	Gutshall, Criswell, Stought Roads	6/19/2019
Sweep Roads and Joe Carr lot	South Middleton Helped with there sweeper	6/20/2019
Patch spots	Get ready for oil and chip	6/20/2019
Mark manholes	For oil and chip	6/21/2019
Sold 10 wheeler	Licking Creek Twp. Picked up there truck	6/24/2019
Sign inventory	make a list of signs to order	6/24/2019
Cut brush	RR sign York rd.	6/24/2019
Camera sewer	Wertz development	6/25/2019
Oil and chip	Uncover manholes and inlets	6/26/2019
Ltap class		6/25/2019
Cut tree Leidigh park	Remove dead trees	6/26/2019
Mowed intersections	Sight distance	6/28/2019
Fix lights	Office and rental hall that were not working	6/28/2019

**MEMORANDUM**

**TO:** Monroe Township Board of Supervisors.

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

**DATE:** July 2, 2019

**SUBJECT:** June Activity Report  
File Reference No. MNTWP MTG19

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The following activities were performed during the period between 6/7/19 and 7/2/19:

**ENGINEER**

1. Reviewed one revised land development plan and one stormwater management application.
2. Performed field observation of storm sewer installation at The Porches of Allenberry project.
3. Attended one meeting with property owner to discuss right-of-way traffic signal installation at Trindle & Sinclair, and associated intergovernmental agreement.
4. Held one meeting with Eagle Scout candidate for gaga pit project at Monroe Acres park.
5. Attended kick off meeting with GHD for Stormwater Fee Study.

**ZONING**

1. Issued 6 Zoning Permits and 14 Building Permits for a total of \$1,926,000 in new construction.
2. Responded to phone calls and attended one meeting 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 6 meetings with residents during those periods.
4. Issued three (3) citations for illegal use on York Road.
5. Reviewed potential bamboo ordinance provisions.

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**CAPITAL PLANNING**

1. ACTION ITEM: Initial contact to be made with the property owner at Eppley & S. Locust Point Road (Lehrman) to inquire about possible dedication of right-of-way for future sight distance improvements at this location. **NOTIFICATION ISSUED, PROPERTY OWNER REVIEWING REQUEST.**
2. ACTION ITEM: Perform a survey of the residents in the Monroe Acres area to develop a project scope for modifications to the existing park area, with possible Rec Board involvement. Develop a Master Plan for the Monroe Acres area based on responses received from resident surveys, incorporating MS4 stormwater improvements. **SURVEY HAS BEEN DISTRIBUTED AND RESULTS HAVE BEEN TABULATED.**
3. ACTION ITEM: Establish a road maintenance capital planning document, which identifies future maintenance work for budgeting purposes. **CAPITAL PLANNING DOCUMENT DRAFT HAS BEEN PREPARED AND REVIEWED WITH THE BOARD AT THE ANNUAL ROAD INSPECTION.**
4. ACTION ITEM: Make contact with property owners at the intersection of Trindle Road and Sinclair Road to obtain additional right-of-way for the signalization project. **INTERGOVERNMENTAL AGREEMENT DRAFTED PENDING BOARD APPROVAL. HELD ONE MEETING WITH ADJACENT PROPERTY OWNERS FOR ROW ACQUISITION.**
5. ACTION ITEM: Proceed with the replacement of the slide at the Monroe Acres Park **SLIDE ORDER IS BEING FINALIZED.**

cc: A-File  
File