

March 9, 2017
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, Engineer/Zoning Officer
Holly Wood, Recording Secretary

SPEAKERS FROM THE AUDIENCE

Sue Sunday, 1284 High Street, announced the Memorial Day Celebration that will be held at the Mt. Zion Cemetery on May 29, 2017. John & Cindy Dwyer will be speakers and the local Boy and Girl Scouts troops will be participating along with the Cumberland Valley chapter of the Jr. ROTC. Mr. Castle will be the Master of Ceremonies.

Mr. Castle said Ms. Sunday always does an outstanding job with this celebration and attendance is growing. Mr. Kehoe noted that the Township has acquired flags for the celebration, and that there is a small budget of about \$100.00 available from the Rec Fund to pay for the PA system and water this year.

Randy Jackson, 314 Monroe Street, wanted to commend Mr. Pykosh on finding the “lost” Monroe Acres resident enabling the Dillsburg Area Authority to move forward on enforcing the connection requirement of the few remaining outstanding connection in that area.

CONSENT AGENDA

1. Approval of Minutes – February 9, 2017 Regular Meeting
- February 28, 2017 Joint Meeting with Planning Commission
2. Roadmaster’s Report 2/2/17 – 3/1/17
3. Engineer/Zoning Officer’s Report 2/2/17 – 3/1/17
4. 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 said that approximately \$4,000 has been collected since the last meeting. He said one lien of about \$2,500 was paid in full, and one large lien payment agreement is in the works but will need approval from the Supervisors later in the meeting. Mr. Pykosh also stated that a second large lien payment agreement is being worked out, and he hopes to have something to the Municipal Authority next week for review.

Mr. Pykosh followed up on Mr. Jackson comments regarding the Dillsburg Area Authority's "lost" resident. Mr. Pykosh stated that the sheriff was able to serve that resident at a new address, and that the resident's attorney made contact with his office to work things out to resolve the problem.

Mr. Pykosh said the smaller liens are coming in slowly and the last 2 large outstanding liens are the new goal.

SMTMA PLANT UPGRADE

Mr. Rogalski reported that he reviewed the February invoice and recommends payment of \$4447.70.

Mr. Kehoe asked if there was any idea when the "carve out" projects will be started. Mr. Rogalski said that about 3 weeks ago he was told the tree planting BMP was going out to bid, so they should have numbers for that shortly. Then the paving project bid was to go out after that. Mr. Rogalski expects to see more information on these projects within the month.

Mr. Kuhl asked if there was any reason we should not consider paying our share of these projects. Mr. Rogalski said he sees no reason to not pay our share, but he informed the Board that the share of the paving cost should be lower because that project benefits more than just the sewer departments.

HEALTH INSURANCE CO-PAY

Mr. Kehoe gave a brief history of this on-going discussion. In short, the township employees pay 5% of the cobra rates established by Benecon. Under this plan, single employees with children pay less than married employees with children, even though Benecon bills the Township the same for each type of employee with family. The proposal is to have the employees pay 5% of the total billed to the Township for coverage, thus making all employees, single or married, with children pay the same rate.

Discussion on timing of the change and notification of the change to the employees ensued.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors, it was duly RESOLVED to adjust the charge all employees pay toward their insurance to 5% of the actual amount billed to the Township by Benecon starting July 1, 2017.

NEW BUSINESS

SEWER PAYMENT PLAN AGREEMENT – ACCOUNT # 1238

Mr. Pykosh explained that owner of Account #1238 owes over \$ 13,000 in fees and interest, and has agreed to a payment plan that exceeds the time limit set by the Supervisors. This gentleman can pay \$300.00 per month and keep current with his quarterly bill; in doing so, he should have his account current in approximately 3 years and 9 months. Mr. Pykosh said the Municipal Authority has already said they are ok with this plan.

Mr. Kuhl asked if this plan would set a precedence for other accounts. Mr. Pykosh said he doesn't think it will. If this gentleman follows through with the plan, it will get the job. If he doesn't, he will be in default and that opens others courses of action.

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 sewer payment plan agreement for account # 1238 as negotiates with the Solicitor.

CONDITIONAL USE MODIFICATION APPLICATION ALLENBERRY RESORT

Mr. Rogalski explained that Allenberry has resubmitted a Conditional Use Plan that pertain to a private water situation. Tonight's responsibility is to acknowledge the receipt of the request and set a date for the hearing.

Mr. Pykosh stated that the Planning Commission acknowledged receipt of the plan at their March meeting and will address it at their April meeting.

After some discussion, it was decided to set this Conditional Use hearing date for April 12, 2017 at 7:00 PM.

TREBOR MHP-SEWER RATE MODIFICATION REQUEST

Mr. Pykosh explained that there has been an issue resolving this matter due to the park's management company not communicating with the park owner. The attorney for the park owner has reached out asking for a modification on the rate increase plan set by the Board of Supervisors. The attorney is requesting a delayed start of 2 years. The modification would still be complete in the 7 year timeframe as established, it would just be a delayed start.

After some discussion it was decided to move this request to the Municipal Authority for their recommendation for action.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors, it was duly RESOLVED to send the modification request to the Municipal Authority their recommendation to the Board of Supervisors for action.

TRINDLE STATION PHASE 2, SECTION 6, LOTS 74& 76

Mr. Rogalski explained that there was an error by the contractor when establishing the foundation of the existing house, making the house too close to the side lot line. This plan is just moving 1 line to correct the error.

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 Trindle Station Phase2, Section 6, Lots 74 & 76 Subdivision Plan contingent of satisfaction of the Engineer's comments dated February 24, 2017.

STAFF COMMENTS

Mr. Kuhl mention the South Mountain Partnership Rails to Trails initiative that was presented to the Planning Commission. Mr. Kuhl said there are too many questions that there are no answers to at this time. He is not in favor of supporting the project at this time with no answers to his questions. Mr. Kehoe asked if there is anything we need to do right now, and Mr. Pykosh and Ms. Araiza both said nothing needs to be done at this time. Mr. Castle agreed that after speaking with Mr. Brymesser, there are too many unanswered questions at this point in time.

Mr. Kehoe mentioned a comment that he received about Senator Regan expressing a desire to work with Representative Keefer on a Town Hall meeting in Monroe Township. Mr. Kehoe stated that he has no solid facts right now, but he wanted to see what the thoughts are on such a meeting. Mr. Castle and Mr. Kuhl both like the idea, and Ms. Araiza was asked to follow-up with Senator Regan's office.

Mr. Kehoe said the Monroe Township was approached by a third party about the possibility of doing a financial evaluation to assess the value of the Township's sewer system. This project would offer support to and compliment the Asset Management project that has been completed, as well as set us up for future projects, grants and such. If we want to move forward with this, it will cost approximately \$ 5,000.00. We've been told that we do not have to do anything at this point, but knowing the value of the system could be helpful.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors, it was duly RESOLVED to move forward with a financial evaluation project of the Township's sewer system not to exceed \$ 7,500.00 in cost.

Mr. Kehoe noted that the CPR training of the Township employees was last completed in 2013 and has expired. Some Township employees have expressed an interest in renewing their

training, and Mr. Kehoe did some preliminary information gathering. The American Heart Association, that conducted the 2013 class was contacted, their rate is \$65.00 per person with a minimum class size of 6. Discussion ensued questioning whether the class invitation should be extended to other Township boards or the public, such as Boy/Girl Scout leaders. It was decided that more information and discussion is needed before scheduling any class at this time.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors, it was duly RESOLVED to explore class size limits and cost prior to setting any CPR/First Aid/AED class.

Mr. Kehoe mentioned that Mr. Castle has a scheduling conflict for the May Supervisors' meeting. The dates of May 18 and May 25 were discussed as possible rescheduling dates. An email will be sent to the Board, please reply to Karen so that this item can be finalized at the April Board of Supervisors' meeting.

Mr. Kehoe noted that the petition process for this year's election process was finished up on Tuesday. Monroe's two key spots are Supervisors and Tax Collector, to which Mr. Castle and Ms. Julie Weller will be running uncontested. Mr. Kehoe noted that Ms. Weller was a long time member of the Monroe Elementary PTO and life-long resident of Monroe Township. From what he knows of her, she will be a good fit for the position.

Mr. Castle noted that Ms. Lowery would be off work for a little while due to a minor operation, and that he wishes her a quick recovery. He also noted that the Fire Company did a great job responding to the barn fire next door to the Township complex. Mr. Castle noted that all our Troops, Police and Emergency Responders have dangerous jobs and should be kept in our thoughts and prayers.

Mr. Castle's trivia question was "At what speed does ketchup exit the iconic Heinz Ketchup glass bottle?" Answer was .028mph. The quote of the day was "Anybody who succeeds is helping. The secret to success is to find a need and fill it; find a hurt and heal it; find a problem and solve it." – Robert Schuller. God Bless America.

ADJOURN

The meeting was adjourned at 8:37 PM.

Respectfully submitted,

Holly Wood
Recording Secretary

TO: Board of Supervisors
FROM: Dennis Nailor, Roadmaster
DATE: March 2, 2017
SUBJECT: Roadmaster's Report

PROJECTS BEING WORKED ON:

<u>Project</u>	<u>Notes</u>	<u>Estimated Completion Date</u>
Brush cutting	On-going, may change depending on workload	April 30, 2017
Service equipment	Will work on when unable to cut brush	
Plow & cinder roads	Will be completed as needed	
Back stop at Joe Carr Field	Received 1 quote to replace the overhang (attached). Other companies won't replace the overhang, they will make the fence higher. Do you want prices on this as well?	March 15, 2017
Road Inspection	Denny, John and Greg Rogalski are going to tour the roads and make a list	March 24, 2017
Monroe Acres Playground	Basketball court needs overlaid. Will have Greg Rogalski look at this on our road tour with his opinion. Pricing will be with the next report.	March 30, 2017
Benches & Trees	Some name plates and boards need replaced. Benches also need cleaned a protectant applied. Possible Scout project	April 15, 2017

PROJECTS COMPLETED:

<u>Project</u>	<u>Notes</u>	<u>Completion Date</u>
Playground at Pavilion	Broken items were removed and replaced with new equipment.	February 24, 2017
Criswell Drive Extended	Dead trees along road at Seth Jenkins property have been removed.	February 24, 2017
Grill Trays at Pavilion	Made and painted. Ready to be put back on grills	



PROPOSAL/CONTRACT

R&S FENCE CO.
210 NORTH 2ND STREET
Dillsburg, PA 17019
717-502-0942
www.randsfence.com
info@randsfence.com
PA042341

QUOTATION: 2-170238

DATE: 02/27/2017

CUSTOMER:

JOB LOCATION:

Monroe Township
klowery@monroetwp.net
1220 Boiling Springs Rd.
Mechanicsburg PA 17055

Joe Carr Field - Backstop

Notes:

PROVIDE MATERIALS AND LABOR TO:

Extend existing backstop overhang an additional 10' for a total of 18'.

Add necessary framework and weld all fittings and connections.

Add a second cable support to each Post.

Replace existing 8' high chain link mesh. (70 linear feet)

Add new 10' high chain link mesh. (70 linear feet)

* Estimated lead time for installation: 2-4 weeks from date of deposit

* Estimated Duration of Project: 2-3 days.

TERMS & CONDITIONS

PAYMENT TERMS: A deposit is due at signing of contract, with the balance due upon completion of work. R&S FENCE CO. agrees to guarantee above fence to be free from defects in materials for one year. 1 year Guarantee on workmanship. Vinyl/Aluminum Fences are both Lifetime Warranty on all Materials. Any CANCELLATION or RETURNS will be subject to a 20-25% re-stocking fee on the contracted amount. R&S FENCE CO. shall advise the customer as to local zoning regulations but responsibility for complying with said regulations and obtaining any required permits shall rest with the customer. R&S FENCE CO. will assist the customer, upon request, in determining where the fence is to be erected, but under no circumstance does R&S FENCE CO. assume any responsibility concerning property lines or in any way guarantee their accuracy. If property pins cannot be located it is recommended that the customer have the property surveyed. R&S FENCE CO. will assume the responsibility for having underground public utilities located and marked. If conditions are encountered on the site which are subsurface or otherwise concealed physical conditions which differ materially from those contemplated, or physical conditions of an unusual nature are encountered and cause a furtherance to R&S FENCE in time or materials, R&S FENCE will be entitled to an equitable adjustment in the contract price, an extension of the completion date, or both, by change order. Furthermore, R&S FENCE will not be held responsible for any damage to the following: Underground Sprinkler heads - Underground irrigation piping - Television Cable - Phone Cable - Low Voltage Cable - Swimming pool Lines - Invisible Dog Fences, Cesspools/Septic Tanks or any buried utilities and/or devices not installed in accordance with local building codes or common practices The customer will assume all liability for any damage caused by directing R&S FENCE CO. to dig in

Subtotal	\$	5420.04
Tax	\$	0.00
Grand Total	\$	5420.04
Down Payment	\$	2710.02
BALANCE DUE	\$	2710.02

Approved & Accepted for Customer:

_____	_____
Customer	Date
_____	_____
Customer	Date

Accepted for R&S FENCE CO.:

_____	_____
Salesperson	Date



1215 Manor Drive
Suite 100
Mechanicsburg, PA 17055
T: 717-975-6481
F: 717-975-6480

www.pennoni.com

MEMORANDUM

TO: Monroe Township Board of Supervisors

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

DATE: March 1, 2017

SUBJECT: February Activity Report
File Reference No. MNTP MT17

The following activities were performed during the period between 2/1/17 and 2/28/17:

ENGINEER

1. Attended one special meeting with Board of Supervisors regarding capacity for the Allenberry Project.
2. Reviewed Leidigh Pump Station Valve issue.
3. Reviewed one new subdivision plan and two subdivision plans revisions for final approval/recording.
4. Attended one Pre-construction meeting for Trindle Station, Phase 5.
5. Attended one Planning Commission meeting.
6. Attended one meeting with the Board of Supervisors regarding implantation of the Department of Public Works.

ZONING

1. Issued 2 Zoning Permits and 7 Building Permits for a total of \$613,000 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 one complaint related to zoning ordinance violations.

cc: A-File
File