

June 11, 2015  
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  
Samuel M. Simmons, III, Supervisor

Michael Pykosh, Solicitor  
Karen Lowery, Assistant Secretary  
Greg Rogalski, Zoning Officer

SPEAKERS FROM THE AUDIENCE

Randy Jackson, 314 Monroe Street, is here again about the delinquent sewer bills. We need to move off of dead center and proceed with collections. Mr. Kehoe said we will be discussing the delinquent accounts tonight.

Don Burgard, 317 Sanderson Drive, has lived in the township for two years and is here to present concerns with the Zoning Ordinance Amendments that were approved for communications cell towers. He is not against the towers, but would ask that the neighbors be part of the process. Cumberland County has guidelines that could be reviewed to help the township move forward with establishing guidelines for landscape and technology.

Devin Flickinger, Holy Spirit EMS. He reported there have been 111 calls so far this year and only 3 for the month of June. Mr. Simmons thanked Holy Spirit EMS for their service.

Sue Sunday, 1284 High Street, would like to thank those who attended and helped with the Memorial Day Celebration. It was an excellent ceremony and had a great turn out. Ms. Sunday would also like to thank the Lehrman family for the donation they had made for the Lehrman Scholarship for the last 5 years. The scholarship has been able to help two very deserving women. The current scholarship recipient, Kelsey Wetzel a township resident, is studying with a double major, has never had less than an A, spent a semester in Spain. She is the best of the best and we can expect great things from her. Mr. Simmons asked for an article to be placed in the next newsletter.

Mr. Kehoe apologized for missing the Memorial Day Celebration, but he has heard that it was very nice and well organized. Mr. Simmons added that the celebration took a lot of hard work to run as smoothly as it went.

Chris Hoover, Hoover Engineering, would like to give a brief update on the Williams Grove Speedway stormwater issues. He submitted pictures and plans showing how they have started the process to alleviate the issues. The infield pits and parking areas are being stabilized with millings to help eliminate the sediment run off. Two

sediment basins will be redesigned to work properly and an additional basin will be added. The plan is to have this work completed by August 31, 2015.

Mr. Pykosh asked if Mr. Bruening has seen these pictures and plans. Mr. Hoover said Mr. Bruening has been involved in the process and has seen the information. Mr. Bruening may have additional requirements, but they feel this is a good place to start.

APPROVAL OF MINUTES

**On the motion of Mr. Simmons, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors, it was duly RESOLVED to approve the minutes of the May 14, 2015 regular meeting, with editorial changes.**

**On the motion of Mr. Kehoe, and seconded by Mr. Simmons, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the minutes of the May 14, 2015 Zoning Ordinance Amendments hearing.**

ROADMASTER REPORT

**On the motion of Mr. Simmons, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the Roadmaster's report.**

ZONING OFFICER'S REPORT

**On the motion of Mr. Kehoe, and seconded by Mr. Simmons, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the Zoning Officer's report.**

Mr. Kehoe asked if there are any rules in place regarding blowing grass into the roadway when mowing. Mr. Rogalski said we do not have anything in place, but other townships do. Mr. Simmons asked how we would enforce something like this. Mr. Rogalski said that is a great question. Mr. Kehoe said that a resident made a complaint about a neighbor doing this. Mr. Simmons thought an article should be put in the newsletter.

UNFINISHED BUSINESS

SIGN ORDINANCE 2015-04

Mr. Kehoe said that the Ordinance is ready to go, but we have an issue of how to enforce the no overnight parking signs since the State Police won't write a ticket for this.

Mr. Pykosh said that the 2<sup>nd</sup> Class Code states that we could appoint an enforcement officer to write tickets, there would be a process and if not paid we would have to go to the District Justice. The option of towing without permission would require

a towing company with a special license and we would have to enter into an agreement. He added that the signs already posted would need to be updated to a tow away zone.

Mr. Kehoe said that we need to understand more about the relationship with the towing company. Could we write both options in the Ordinance? Mr. Pykosh said yes.

Mr. Simmons doesn't feel that putting one person in a crowd is safe. Towing would be a safer option and once the word gets around people may start listening.

Mr. Kehoe stated that since the no parking signs were put up the problem has expanded up Asper Drive. He would like to talk with the roadmaster and engineer about expanding the area with signs.

**On the motion of Mr. Kehoe, and seconded by Mr. Simmons, and by unanimous vote of the Supervisors it was duly RESOLVED to table Ordinance 2015-04 to do more research to understand the liability and financial aspects and also to update the Ordinance if so determined.**

Mr. Kehoe asked if Mr. Pykosh could research the license plate numbers that have been collected and send letters to those people. Mr. Pykosh said that can be done.

#### TOWNSHIP MANAGER

Mr. Kehoe stated that we have gathered job descriptions and salary ranges from surrounding townships and the Pennsylvania State Association of Township Supervisors. The next task would be to update and modernize the townships historical job description, determine the salary range for the next meeting. Once the job description is approved, we can move forward with posting the position.

Mr. Simmons feels we are very similar to Dickinson Township. He likes their job description, it seemed very reasonable. He would like to add grant writing as a qualification.

**On the motion of Mr. Kehoe, and seconded by Mr. Simmons, and by unanimous vote of the Supervisors it was duly RESOLVED to table the township manager position until the next meeting**

#### NEW BUSINESS

AWARD ROAD MATERIALS BIDS

**On the motion of Mr. Kehoe, and seconded by Mr. Simmons, and by unanimous vote of the Supervisors it was duly RESOLVED to award the road materials bid as follows: Bituminous Seal Coat to Hammaker @ \$1.20/sq. yd.; Line Painting to DeAngelo Brothers – Double Yellow@ \$.105/ linear foot and single white edge @ \$.055/linear foot.**

Mr. Simmons stated that there were no bids for diesel fuel or heating oil. Diesel fuel is purchased at Rutter at a discounted price. He would like us to check with Susquehanna Oil since they are based in the township for heating oil prices.

SEWER ACTION PLAN

Mr. Pykosh explained this is for delinquent accounts that have liens filed against them. We have decreased the amount of outstanding debt by notifying mortgage companies and setting up payment plans. The delinquent accounts that are left have not responded to any correspondence that was sent or phone calls made. We have started the water shut off process for new delinquent accounts, but this action plan is for properties with liens already filed. The first option would be to file a complaint with the District Justice. The second option is to file for judgment with the Court of Common Pleas, which would allow for a Sheriff sale. He feels the mortgage company would step in first. He proposed we handle these on a case by case basis.

Mr. Kehoe stated that we have seen an improvement. Initially we had over \$100,000 of outstanding debt and we are currently down to around \$80,000. This issue harms the entire township, not just the sewer area and it is time to take the next step. Mr. Pykosh has done a good job establishing communication, there has been a natural turn over and a slow recovery of the economy has collected some of the debt.

**On the motion of Mr. Kehoe, and seconded by Mr. Simmons, and by unanimous vote of the Supervisors it was duly RESOLVED to approve move forward with the Sewer Action Plan that Mr. Pykosh has proposed.**

CV LITTLE LEAGUE YARD SALE REQUEST

Mr. Kehoe explained that CV Little League West approached him about holding a yard sale in the township parking lot as a fundraiser to help pay for little at Founders field. They would plan to do this in the spring of 2016 during the same time that Churchtown holds their yard sale. Little League is to give their formal proposal to the

township in November or December. This matter will be removed from the agenda until a formal proposal is received.

#### SMTMA PLANT UPGRADE INVOICING

Mr. Kehoe stated that this item we be added to the agenda as a permanent item. Mr. Bruening is taking the lead on reviewing the invoices received and he is not here tonight to discuss this. The Township has made a payment of \$226,000 to bring the invoices up to date through the end of 2014. With all of the contractor and engineer changes we would like to make sure we have a firm grasp on the billing.

#### CUMBERLAND VALLEY BRETHREN IN CHRIST CHURCH WAIVER REQUEST

Mr. Rogalski explained that the church is located on York Road and they are renovating the daycare and sanctuary. They are requesting a waiver for the cost of the building permit. The Church will pay a \$250 administrative fee and will pay for any inspections that need done. Mr. Rogalski stated in the past waivers have been given to churches and schools.

**On the motion of Mr. Simmons, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to waive the building permit fee for the Cumberland Valley Brethren in Christ Church.**

#### TOWNSHIP PHONE SYSTEM UPGRADE

Mr. Kehoe stated that the current phone system is old, uses land lines, is starting to fail and with foreign exchanges costs the township approximately \$900 per month. He has been speaking with Comcast who could upgrade the system to digital lines. This would eliminate the long distance fees. We would be able to keep the same numbers and realize a savings of 30%-40%. A new system would give the township more features, emergency response and auto functionality. At this time we need to verify wiring through our IT company, Mr. Kehoe will provide Karen with a list.

Mr. Kehoe added that the Municipal Authority has land lines at the five pump stations for emergency dialers. The Authority is going to take a look to see if these lines could be switched to Comcast as well.

Mr. Kehoe asked Devin Flickinger from the Fire Company if what company they were with. He thought if they were still land lines maybe we could work out something

together. Mr. Flickinger thinks they are with Comcast, but will have the correct person get in touch with Mr. Kehoe.

This matter was tabled.

#### TRINDLE STATION PHASE 2, SECTION 6

Mr. McCombie and Mr. Tamanini were present to discuss this matter. They are requesting that the Board approve the final subdivision plan for Phase 2, Section 6.

Mr. Pykosh explained that the water line was installed by the water company. Mr. Bruening wasn't advised of the installation to be there to inspect the installation and there were no as-built drawings provided. The Ordinance requires that the water lines be located a certain distance from the sewer lines. Mr. Tamanini agreed to retesting of the sewer lines that have been dedicated to the township. Mr. Pykosh suggests working out an agreement that he and Mr. Bruening would be okay with. Mr. Tamanini would be responsible to fix any issues if the retesting fails. This would be the least obtrusive way to protect all involved.

Mr. McCombie would like some action taken today. He understands Mr. Tamanini is responsible if the sewer line testing fails.

Mr. Kehoe asked if there are now accurate plans where the lines are located. Mr. Tamanini said Mr. Bruening has a copy of United Waters plans to where the lines were to be located when designed. HRG was there to inspect the installation for the water company and the plans were drawn by Alpha.

Mr. Kehoe asked that in the next phase what corrective action would be taken. Mr. McCombie said better communication would be needed.

**On the motion of Mr. Simmons, and seconded by Mr. Kehoe and by unanimous vote of the Supervisors it was duly RESOLVED to approve the Trindle Station Phase 2, Section 6 Final Subdivision Plan contingent upon Mr. Pykosh and Mr. Bruening being satisfied with an agreement and retesting being done.**

#### AGRICULTURE SECURITY REQUEST – FIVE WAY PARTNERS

Mr. Pykosh Five Way partners had already submitted an Agriculture Security request for 18 properties, but then determined that one of those properties was already in the program and submitted by mistake. This request is for the correct property, which is

53.49 acres. The request was submitted on June 5, 2015 and the hearing will be scheduled on the same day as the first request, August 13, 2015 at 6 PM.

**On the motion of Mr. Simmons, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to acknowledge receipt of an agriculture security request from Five Way Partners for 53.49 acres.**

#### SALT SHED UPDATE

Mr. Kehoe announced that on May 31 a storm went through the township with straight line winds and destroyed the salt shed. The roof was blown 100 feet into the baseball infield. The insurance claim has been turned over to a large claims adjuster. Dennis Nailor obtained prices to clean up the debris and we are moving forward with BWB out of Harrisburg for \$5,000. The road crew will go through the grass with magnets to pick up any nails and small debris left behind. Once we determine what the insurance value will be we will redesign the building to bring up to modern codes and do improvements if need be.

#### BILLS

**On the motion of Mr. Simmons, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the bills as prepared.**

#### STAFF COMMENTS:

Mr. Simmons announced that Community Day will be held next Saturday. Volunteers are needed to run games. The Fire Company will be selling pit beef sandwiches at the event this year.

Mr. Kehoe said the Fire Company will also be promoting recruiting with signage and other items.

Mr. Simmons asked about the program at New Kingstown that Karen mentioned. Mr. Flickinger stated it is a WACKERS weekend to bring in kids between the ages of 11 and 13 to do some activities and learn what the fire fighters do. Mr. Simmons asked if this was something we could discuss or help with. Mr. Flickinger said they have helped with it in the past.

Paul Kiesow, a reporter with the Patriot News, asked what the next step is going to be since the Leadership Committee made their recommendation for a driver. Mr. Kehoe said that this matter would be on the July agenda. First they need to decide if they

want to move forward with the paid driver, if so how will it be funded and how will it be done.

Mr. Kehoe said Community Day will be on June 20<sup>th</sup>. The Duck Regatta will be at 3 PM at the Leidigh fishing dock, 6 PM will be the Opening Ceremony and at 9:30 will be a wonderful fireworks display. It is a fantastic time for everyone and volunteers are needed.

Mr. Kehoe and Mr. Simmons would like to thank the Recreation Board for a great Senior Day at Allenberry. There was a nice venue and it was good for older people to see what is available for them.

Mr. Kehoe mentioned that Cumberland County Green project has up to \$100,000 in grant money available. In the past grants were given to the Boiling Springs Children's Lake, Mechanicsburg field improvement. He would like to take a look at this to see if it could be used for lights at the baseball field.

Mr. Kehoe stated that he and the office staff met with the Auditors to review the draft audit and overall everything looked good. There have been minor improvements and each year it gets a little better.

Mr. Kehoe would like to schedule an audit workshop in August and a budget workshop in September, but he would like to schedule when Mr. Castle is available.

Mr. Kehoe said that the Primary Election was a few weeks ago and Monroe Townships turnout was 20%, which was higher than the counties turnout of 18%.

Mr. Kehoe said the offices will be closed on July 3<sup>rd</sup> in observance of July 4<sup>th</sup>.

ADJOURN

**The meeting was adjourned at 8:20 PM.**

Respectfully submitted,

Karen M. Lowery,  
Assistant Secretary