

April 12, 2018  
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, Chairman  
Phil Kehoe, Vice Chairman  
Carl Kuhl, Supervisor

Chris Gleeson, Solicitor  
Greg Rogalski, Engineer  
Karen Lowery, Secretary/Treasurer

#### SPEAKERS FROM THE AUDIENCE

Sue Sunday, the Friends of Rural and Historic Churchtown presented the Board with framed maps of Monroe Township and Churchtown from an 1872 atlas of Cumberland County. Ms. Sunday also reminded everyone of the Memorial Day Celebration that will take place on May 28<sup>th</sup> at 10 AM at the Mt. Zion Cemetery. This will be about a 45 minute program with Mr. Castle being the master of ceremony and Bob Read from White Rock will be the speaker.

Bill Beck, 1270 Alma Lane, provided an update for the township's cash management. He and Mr. Kuhl met with F&M Trust to see what opportunities are available and F&M offered a new investment called insurance cash sweep with a 1% interest rate on sweep accounts with a quarterly rate review. Currently there are 6 funds that are part of the cash management which equals about 2.9 million dollars and is getting an interest rate of .35%. In 2017 the interest income was \$8,000, so based on an average of 5 million dollars this equated to .16%. With this new program is 2.5 million was invested the township would see an additional \$17,000 or if 3 million was invested there would be an additional \$22,000. Mr. Beck added that there are some inconveniences such as separate ICS accounts would need to be established, only 6 withdraws per fund per month are permitted, and monitoring the accounts would need some additional administrative time. The advantage to this option is that all funds would continue to be FDIC insured and we would continue to work solely with F&M Trust. PLIGT's advantages is that they do offer a better interest rate and there are no withdraw limitations. He stated that either option would increase the township's return, and consolidating accounts would make the management of accounts more efficient.

Mr. Kuhl added that when the refinance was done with F&M Trust the agreement stated that at least 51% of our funds must remain with F&M and this was not brought to our attention. That means that 2.5 million must stay with F&M. And we are still waiting for PEL's findings. He asked why we are required to have 1.5 million is in the checking with no interest. He said that we need to understand what is happening with our monies and how we can work with F&M to get higher rates.

Mr. Castle said that information gathered should be given to our financial advisors to review. F&M Trust has done well with us and taken care of us. Mr. Kehoe advised his fellow

supervisor that before he implies something wasn't disclosed, that he also signed the referenced agreement. We should try to work positively with our bank.

Mr. Kehoe apologized to Mr. Beck because he feels he has more financial knowledge than most people. He then asked Mr. Beck if this financial information was part of consulting work that he was retained by Monroe Township to do. Mr. Beck said no. Mr. Kehoe clarified that Mr. Beck met with F&M Trust to negotiate for Monroe Township, although he doesn't have any fiduciary responsibility. Mr. Beck stated that he was with Mr. Kuhl. Mr. Kehoe then asked Mr. Kuhl if he is negotiating on behalf of Monroe Township is a result from a Board action.

Mr. Kuhl said yes it was from Board action. When PLIGT was discussed F&M Trust was mentioned, so he took the PLIGT info to F&M and asked what they could do. They came back to us with the proposal that was in the packet. Mr. Kehoe referred to the March 10<sup>th</sup> minutes when Mr. Kuhl met with PFM who stated to Mr. Kuhl they are conflicted with advising on PLIGT. Mr. Kuhl then mentioned he was meeting with F&M on his own. Mr. Kuhl said he suggested PLIGT and then it was suggested he meet with F&M.

Mr. Kehoe is concerned about any risks this may expose Monroe to legally. He said to Mr. Beck that he knows what he is doing, but this has gone from helping out to sitting in on executive meetings. The Board has been given a PLIGT brochure and now has gotten a recommendation for a complete revamp of the cash system. Mr. Kehoe is not sure how much financial information has been shared. He told Mr. Kuhl that some type of Board action needs to be taken to move forward with items like this, we don't just steam roll forward because there are three Supervisors that need to be involved. He added that he trusts Mr. Beck's judgement and morals, but his and Mr. Kuhl's actions were not agreed upon in a meeting.

Mr. Kuhl said we need to look into this and he didn't negotiate, F&M Trust presented to him.

Mr. Castle stated that he sent Mr. Kuhl a couple of emails regarding this and the Board of Supervisors didn't vote on this and bringing private people in is not the thing to do. The Board of Supervisors make the decisions, not just one person. He hopes that Mr. Kuhl discontinues this type of activity and if there is any more to be done a request should be made by the Board. As always, the Board worked together, helped, shared information and was open with each other and didn't hold secret meetings. Any further action on this matter without Board approval should cease.

Mr. Castle told Mr. Beck that he appreciates his work and he is a brilliant man. Mr. Kehoe added that he trusts Mr. Beck's judgement more than any ones, but there is an appropriate way to do this and he is worried he is being misrepresented in these meetings.

Reverend Brumbaugh from the Mt. Zion Lutheran Church, she has been serving in this position for almost 6 years and her goal when she started was to meet with people and organization in Monroe Township. The church has partnered with the elementary school to help families that are in need and this past year they anonymously helped 21 families with Thanksgiving and Christmas meals, plus gift cards. Their giving is all done from soup sales and

Easter egg sales. The church has also started a 3 mile fun run/walk to help residents of the CPARC home in Churchtown. Rev. Brumbaugh added that if there is any way the church can help serve, we are to contact her. She added that there may be a need for lunch for children over the summer months. Mr. Kehoe added that there had been a summer reading program that could extend lunch, but we should also focus our creativity on the older population as well. Rev. Brumbaugh said that elderly residents needing assistance can be referred to the church. Mr. Rogalski asked if there was any type of handout, as he sometimes comes residents needing help. Mr. Kehoe added that the fire company may cross paths with people needing help and could give the handout out as well. Mr. Castle would like to collect canned goods to be used to help out.

Dan Uhazie, 921 Eppley Road, asked for more information on the rails to trails path. Mr. Kehoe said that this is a proposed path and a study is being done by an independent company. Mr. Kuhl added that the deeds of properties on Acorn Court show they own the old railway because it was abandoned. He added the County Commissioners do not support eminent domain for this project. Mr. Kehoe added that the Board has not taken a position on this matter yet. Mr. Rogalski added that if this moves forward negotiations would be done with the property owners and then the township would be involved at the end. Mr. Castled said that the group had asked Monroe for money toward the study and an endorsement letter, but neither were done.

#### SNOW EMERGENCY

Mr. Castle announced there was a Snow Emergency put into place on March 21, 2018 for the Department of Public Works to be able to work longer hours.

#### CONSENT AGENDA

1. Approval of Minutes – March 8, 2018 Regular Meeting
2. Roadmaster's Report 3/1/18 – 4/1/18
3. Engineer/Zoning Officer's Report 3/1/18 – 4/1/18
4. Approval of Bills (as prepared)

**On the motion of Mr. Kehoe, 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 - None

NEW BUSINESS

#### BURNING ORDINANCE ADMINISTRATION

Mr. Rogalski explained to the Board that a residential/business within the township burnt a mobile home and then buried the remains. The Township received a letter from DEP regarding this matter and to resolve this the Burning Ordinance and Burning Permits were to be reviewed. Mr. Rogalski said that #16 in the Ordinance clearly lists wastes that may not be burned. And the office has started to put neon stickers on the burning permits stating that burning of construction and demolition waste and other wastes is prohibited.

**On the motion of Mr. Kehoe and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED that the Burning Ordinance was reviewed and no further changes are needed at this time.**

#### MASONRY REPAIR - BACK BUILDING

Greg Hertzler got three masonry quotes were received and Cumberland Masonry's price at \$3,630 seem to be the best option, but he suggested that since we don't know exactly what we are getting into the Board set a not to exceed amount.

Mr. Kehoe agreed that the cost of the initial work listed on the quote at \$3,630 was appropriate. His concern was with the as needed note, as that work is undefined. He would like to address any additional work if something comes up. He also asked if there were any other issues that need to be addressed while we are doing this work.

Mr. Rogalski said that the masonry work may be the tip of the iceberg, as the roof may need to be looked at as well. He will walk around and do a visual inspection of the building.

**On the motion of Mr. Kuhl and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to approve Cumberland Masonry to proceed with the repairs on the back building as listed in the January 12<sup>th</sup> quote for \$3,630 and not to exceed \$5,000. Any other additional work would need to be reviewed for approval.**

#### TRINDLE STATION PLAN REVIEW FUND RELEASE

Mr. Rogalski explained that there are many accounts for the Trindle Station Development and he would like to consolidate the funds for easier tracking. During the review of the accounts it was determined that those listed on the March 28<sup>th</sup> memo could be release because the work was done.

**On the motion of Mr. Kehoe, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to release Trindle Station's money in the Plan Review fund as listed in the amount of \$20,718.58 and to release the one maintenance bond.**

#### MS4 ANNUAL PUBLIC COMMENT PERIOD AND PRP UPDATE

Mr. Rogalski said that we were to have our new MS4 permit by April 1<sup>st</sup>, but we haven't gotten it yet and he doesn't think it will be anytime soon. He would prefer to wait until the new permit is issued to give any updates on the PRP implementation, but would like to open the floor during a public meeting for the audience to ask any questions. Mr. Castle opened the floor for MS4 questions or comments. There were no comments or questions from the audience.

#### SINCLAIR PARK BOND REDUCTION REQUEST

Mr. Rogalski stated that Sinclair Park had requested a bond reduction for the portion of the project that is complete. After reviewing the project he recommends a reduction in the amount of \$63,571.50. He added that they will be starting Phase 2 of the development shortly.

**On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the bond reduction for Sinclair Road, Phase 1 in the amount of \$63,571.50 as stated in Mr. Rogalski's memo dated April 11<sup>th</sup>.**

STAFF COMMENTS

Mr. Rogalski mentioned a complaint received from a resident regarding the intersection of Old Stone House Road and Boiling Springs Road in which they requested a 4-way stop. PennDot reviewed this complaint and completed a study which found that no engineering warrants were met to require this be a 4-way stop, however if the Board of Supervisors supported a 4-way stop they would install it. Mr. Rogalski recommended not installing the 4-way stop since none of the engineering warrants were met because it could cause more problems.

Ms. Sunday said that people traveling Old Stone House Road who aren't familiar with the area seem to assume that it is a 4-way stop intersection because drivers on Boiling Springs Road tend to slow down as a precaution. She felt that some type of advanced warning notification that it was a 2-way stop would be helpful.

The Board of Supervisors agreed that the intersection should remain a 2-way stop, but adding advanced warning signs would be helpful. Mr. Rogalski will reach out to PennDot.

Mr. Kuhl stated that the Cumberland County Municipal Advisory Board is meeting May 9<sup>th</sup> and will discuss Act 172, which gives tax credits to fire company and EMS volunteers and would like to know if municipalities are interested in participating. He asked if the Board was interested in participating without having any specifics of how it works exactly.

Mr. Beaty added that the Cumberland County Tax Bureau executive director also looked into this months ago and didn't receive much of a response that any of the municipalities were interested in participating because it affects the EIT income. His opinion was to not participate at this time. Mr. Castle added that we will hear more about it if it comes up again.

Mr. Kuhl set in on the meeting about the preserved farm land and was very interesting. He added that all 3 County Commissions were there and supported preserved farm land.

Mr. Kehoe asked about the sight distance issue at Sheaffer Road. Mr. Rogalski said that correcting this issue is in the works as soon as we get better weather and the sight distance at Martin Road will be done as well.

Mr. Kehoe asked if the congressional map has been finalized. Mr. Gleeson confirmed that it has been finalized. Mr. Kehoe said that with the map change Monroe Township will be part of the 10<sup>th</sup> district which will also mean a congressman change next year. Mr. Gleeson said the change would take affect now, so we are no longer in Lou Barletta's district, we would be covered by Scott Perry. The Board asked that some information be put on the website about this.

Mr. Castle mentioned that people using the Leidigh Park do not seem to be cleaning up after their dogs. He suggested that the signage be looked at and possibly changed. He added that he was contacted by the Game Warden during opening weekend of fishing because of people making a camp fire on the township property.

Mr. Castle asked everyone to remember our Troops, Police Officers and their families. The police are a great wall between good and evil. The trivia question was "What is the most popular breakfast cereal in America?" Answer was Frosted Flakes. The quote of the day was "Let no feeling of discouragement prey upon you, and in the end you are sure to succeed." – Abraham Lincoln. God Bless America.

ADJOURN

**The meeting was adjourned at 8:10 PM.**

Respectfully submitted,

Karen Lowery  
Secretary/Treasurer

TO: Board of Supervisors  
FROM: Dennis Nailor, Roadmaster  
DATE: April 3, 2018  
SUBJECT: Roadmaster's Report

## PROJECTS BEING WORKED ON

<u>Project</u>	<u>Notes</u>	<u>Est. Completion Date</u>
Winter Brush Cutting	Trim trees (weather permitting)	4/30/18
Snow Removal	When needed	4/16/18
Clean Equipment	After snow event	4/16/18
Sign Inventory	Check Rd Signs & Replace (if needed)	4/30/18
Tapper Bank on Leidigh Dr	Remove Bank & Seed	4/30/18
Pothole Patching	Repair broken areas	4/30/18
Martin Rd & York Rd	Remove Bank & Seed	4/30/18
Sweeping Rds	Cleaning Up Anti - Skid	4/30/18
Baish Rd	Clean Ditch (Middle Section)	4/30/18
Garden Plots	Rototill Plots & Number	By 4/15/18
Monroe Acres Boy Scout Project	Supply Mulch	By 4/20/18
Leidigh Dr Snow Fence	Remove Snow Fence	4/13/18
#3 Snow plow	Repair bent shoe on plow	4/6/18
Back Building Restrooms	Patch holes from replacing lights & paint if needed	4/30/18

## PROJECTS COMPLETED

<u>Project</u>	<u>Notes</u>	<u>Completion Date</u>
Sinclair Rd Trees	Remove Trees for Paving	3/7/18
Snow Events	Plow, Cinder, Plow Drifts	When Needed
Leidgh Dr	Stumps Dug out	3/19/18
Rd Inspection	Pre Inspection with Greg R	3/16/18
Public Meeting Hall	Replace all Window blinds	3/8/18
Sign Inventory	Drive Around Inspection Performed	3/13/18
Confined Space Training	Greg R Provided in House Ways to Set up Tripod & Winches	3/20/18
All Pump Stations	Had Generators Fuel Filled Up	3/15/18
Hep B Shots	1 <sup>st</sup> Round of Shots	3/15/18

## ROADS BRUSH CUTTING COMPLETE

Creek Road, Miller Rd , Rhoda Blvd, Sheaffer Rd, Lynes Rd, Greenfield Dr, Heisey Rd, Peffer Rd, Oak Grove Ct, Acorn Ct, Brindle Rd (Eppley Rd to W. Lisburn Rd), Brindle Rd (Clouser to Eppley) Stoner Rd, Stoner Rd Ext, John – Mar Ct, Stumpstown Rd

## ROADS BRUSH CUTTING TO BE DONE

Sinclair Rd, Nixon Dr, Lodge Rd, Eppley

## OTHER NON PROJECT RELATED ITEMS

PA 1 Calls

Empty & Clean Equipment & Make Repair if need

Check Trash at Parks Once A Week





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:** April 3, 2018

**SUBJECT:** March Activity Report  
File Reference No. MNTWP MTG18

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The following activities were performed during the period between 2/28/18 and 4/3/18:

### ENGINEER

1. Attended monthly Department of Public Works staff meeting.
2. Attended one meeting with the Developer regarding the Trindle Spring Development.
3. Review the consolidation and release of various escrow accounts.
4. Performed the annual informal road tour with Township Staff to evaluate potential capital projects for 2018.
5. Performed field survey of existing right-of-way locations at the intersections of York and Shaffer and Martin Roads.

### ZONING

1. Issued 7 Zoning Permits and 10 Building Permits for a total of \$1,707,500 in new construction.
2. Responded to phone calls and attended three 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 7 meetings with residents during those periods.
4. Issued four enforcement notices regarding nuisance dog violations, accumulation of trash and debris and construction without permits.
5. Attended one meeting with Staff and the Township Fire Marshal to discuss open burning regulations and administrative procedures.

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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 ARE BEING TABULATED AS THEY ARE RECEIVED.**
3. ACTION ITEM: Issue violation notice to resident on Sheaffer Road regarding sight distance impairment. **FIELD STAKEOUT OF THE RIGHT-OF-WAY LINE SCHEDULED FOR APRIL 2018 IN COORDINATION WITH VEGETATION MANAGEMENT ACTIVITIES.**
4. ACTION ITEMS: Complete field survey, conceptual design and right-of-way plats and legals to obtain additional right-of-way for roadway improvements at the Leidigh Drive curve adjacent to the Wickard property. **STUMP REMOVAL AND BANK GRADING SCHEDULED FOR APRIL 2018 PENDING WEATHER.**
5. ACTION ITEM: Issue notice to Martin Road property owner for temporary access for bank removal. **PROPERTY OWNER HAS AGREED TO PERMIT TOWNSHIP TO ACCESS PROPERTY FOR BANK REMOVAL IN SPRING 2018. FIELD SURVEY TO ESTABLISH THE LOCATION OF THE RIGHT-OF-WAY LINE COMPLETED. WORK SCHEDULE TO BE ESTABLISHED BASED ON WEATHER IN APRIL OR MAY 2018.**

cc: A-File  
File