

December 11, 2014
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
Samuel M. Simmons, III, Supervisor

Michael Pykosh, Solicitor
Mark Bruening, Engineer
Greg Rogalski, Zoning Officer
Marjorie Metzger, Secretary

SPEAKERS FROM THE AUDIENCE

Devin Flickinger reported that the Holy Spirit EMS had 13 calls in December, and a total of 252 calls for the year in Monroe Township.

MONROE PROUD PRESENTATIONS

The Board presented a Monroe Proud certificate to Russ Ogle for his years of service as a member of the Monroe Township Municipal Authority.

The Board presented a Monroe Proud certificate to Dr. Reza & Mrs. Azizkhan for their monetary contribution to enable the Township to purchase an AED unit, cabinet and signage to be installed in the township building.

APPROVAL OF MINUTES

On the motion of Mr. Castle, and seconded by Mr. Simmons, and by unanimous vote of the Supervisors, it was duly RESOLVED to approve the minutes of the November 20, 2014 regular meeting, with several editorial changes.

On the motion of Mr. Kehoe, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the minutes of the November 6 budget workshop, with a few editorial changes.

ADMINISTRATIVE 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 Administrative Report.

ROADMASTER REPORT

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

EMERGENCY MANAGEMENT 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 Emergency Management Report.

UNFINISHED BUSINESS

PERSONNEL MANUAL

The final draft manual has been distributed to the employees for their review. Mr. Castle suggested meeting with the staff as a group to review the manual. Mr. Kehoe suggested individual meetings.

Mr. Castle mentioned the June 30 date in reference to using vacation time which may have to be adjusted. Also he mentioned the holiday schedule has been removed from the manual. Mr. Kehoe said the holidays are adopted each year at the reorganization meeting. The intent is to save typing and space.

On the motion of Mr. Castle, and seconded by Mr. Simmons, and by unanimous vote of the Supervisors it was duly RESOLVED to table the personnel manual matter.

STORM WATER POLICY

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 Storm Water policy.

SIGN ORDINANCE

Mr. Kehoe provided a map outlining the area that no parking signs should be considered along Kuhn Road and Asper Drive. The first sign should be placed near the Appalachian Trail parking area on the east side of Kuhn Road and then go up around the corner to Asper Drive, and continue on Asper Drive to the first house. The signs would state "No Overnight Parking". Mr. Russ Ogle suggested there should be no parking on Kuhn at the trail parking lot. Mr. Simmons said there should be a bigger sign added notifying motorists of the trail parking area ahead.

Mr. Bruening reminded the Board that all signs must meet the Pennsylvania Code to be enforced. Mr. Kehoe mentioned the Roadmaster has suggested some locations of no parking signs be removed from the ordinance if it is updated.

Mr. Bruening and the Roadmaster were directed to get together and go over the map provided and update the cost proposal. The sign ordinance matter was tabled.

UNEMPLOYMENT COMPENSATION TRUST ORDINANCE

Mr. Pykosh said the proposed ordinance will be advertised for action at the January 5 meeting.

On the motion of Mr. Simmons, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to authorize the Solicitor to proceed with advertising the Unemployment Compensation Trust Ordinance for adoption at the January 5, 2015 meeting.

NEW BUSINESS

C.V. WEST LITTLE LEAGUE – FOUNDERS FIELD LIGHTING PROPOSAL

Teresa and James Stepp, and Jordan Pierce were present. The baseball association would like approval from the township to move forward and come up with a plan to install lighting at the Founders Field. They hope to raise funds through fundraising and grant opportunities, and will be partnering with Musco Lighting to come up with a proposal for the lights. There is no cost to the township other than the energy consumption. The lights will be maintained by Musco for 25 years.

Mr. Pierce said the equipment is set up to track kilowatt usage. It can be configured to track what the league uses and what other groups usage would be. They have not had any good experience with the light machines that take change to operate.

Mr. Simmons questioned if this is for baseball use only, or others could use it and pay for the light usage. The township may have to get involved with the grants, which are only available at certain times of the year. He suggested checking for county and state grants and to contact the state representative and senator.

Mr. Kehoe asked for a rough cost estimate, which Mr. Pierce said would be about \$100,000 for a turnkey system and installation, including maintenance. The lights cost about \$2 / hour raw consumption to operate. Mr. Kehoe asked what the value is of doing this project. Mr. Stepp said it is for the kids. It would be a big attraction for the league and they could host tournaments.

Mr. Piece said about half the cost is the installation. If there are local resources that can help then the cost could come down. Mrs. Stepp wants to get a flyer together and send out to the

township residents to try to get started with fundraising. Mr. Kehoe suggested maybe it could be an insert for the newsletter.

PLANNING COMMISSION RESIGNATION

On the motion of Mr. Simmons, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to accept the resignation of Jose Napen from serving on the Planning Commission.

The Board directed the office to contact Carl Kuhl to see if he would be interested in serving in this capacity. He had just recently been considered for the vacancy on the Zoning Hearing Board, so his qualifications are known.

TRINDLE STATION – PHASE 2, SECTION 7 – SEWER BOND REDUCTION REQUEST

On the motion of Mr. Simmons, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to authorize the release of \$8,730 of the sewer bond for Trindle Station, Phase 2, Section 7.

TRINDLE STATION – PHASE 2, SECTION 2 – SEWER BOND REDUCTION REQUEST

On the motion of Mr. Simmons, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to deny the sewer bond reduction request for Trindle Station, Phase 2, Section 2.

TRINDLE STATION – PHASE 2, SECTION 1 – BOND REDUCTION REQUEST

On the motion of Mr. Simmons, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to authorize the release of \$28,826.25 of the bond for Trindle Station, Phase 2, Section 1.

TRINDLE STATION – PHASE 2, SECTION 7 & LOTS 11-16 – BOND REDUCTION REQUEST

On the motion of Mr. Castle, and seconded by Mr. Simmons, and by unanimous vote of the Supervisors it was duly RESOLVED to authorize the release of \$67,638.00 of the bond for Trindle Station, Phase 2, Section 7, and Lots 11-16.

WATER SHUT OFF POLICY

Mr. Pykosh explained the Municipal Authority would like to have protocol set up for the water shut off policy. This would be before a lien would be placed on the property.

On the motion of Mr. Simmons, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to authorize the Solicitor to proceed with getting a Resolution in final form for the Water Shut Off policy.

CAPITAL REGION COUNCIL OF GOVERNMENTS

Mr. Pykosh has agreed to be the alternate and is willing to attend the COG meetings at no charge. Mr. Simmons agreed to be the delegate, with the understanding that Mr. Pykosh would be attending the meetings.

On the motion of Mr. Castle, and seconded by Mr. Simmons, and by unanimous vote of the Supervisors it was duly RESOLVED to authorize the Solicitor to advertise the ordinance for the township to join the Capital Region Council of Governments.

FIRE COMPANY PAID DRIVER REQUEST – LEADERSHIP COMMITTEE

The Board agreed to form a Leadership Committee consisting of five people to undertake a formal study regarding the potential of a part time fire company driver. Mr. Kehoe provided a proposed overview and time line for the committee. He suggests the committee have five members, 2 from the fire company, and 3 residents who are impartial. Each Supervisor was asked to find a person to serve. Mr. Rogalski suggested at least one Supervisor should be involved as the liaison. Mr. Simmons said it will take a year to get through this process. Mr. Castle was cautious of getting into something because once it is started it will be hard to stop it.

It was agreed that Mr. Castle will serve as the committee liaison.

ZONING ORDINANCE AMENDMENTS

Mr. Rogalski provided a list of potential revisions to the Zoning Ordinance to be considered.

On the motion of Mr. Simmons, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to refer the proposed zoning ordinance amendments to the Planning Commission for their initial review.

PARKING TAX ORDINANCE

On the motion of Mr. Simmons, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to authorize the Solicitor to advertise the proposed Parking Tax, to include the 10% tax.

LEIDIGH PUMP STATION PROPOSAL

Mr. Bruening provided a proposal for engineering services for a final design, bidding and construction phase services for the Leidigh Pump Station. The cost for engineering is \$32,000. Total estimated cost of the project is \$155,000, including engineering. Mr. Simmons said this money will come from the Southern Capital Projects fund (bond money). A letter has been sent to South Middleton Municipal Authority concerning their payment of this project since it is related to the overall upgrade project. No response has been received. Mr. Kehoe asked if the engineering fees were based on 2014 or 2015 rates, and Mr. Bruening said 2015, and he is willing to accept whatever increase is provided to the township staff.

BILLS

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 bills as prepared.

STAFF COMMENTS:

Mr. Bruening said he has talked with two contractors about the borings on Simmons Road. One will give a price, and the other is not interested. The original contractor passed away. Mr. Kehoe questioned if the township is bound by the set price because of the township being in the middle. Mr. Pykosh said it was set up as a pass through. Mr. Kehoe said the home owners involved need to be contacted about what is going on. Draft a letter so they all get the same message, stating what is happening and that we will continue to work to pull it together at the lowest cost possible, but there are risks associated. Mr. Bruening will draft the letter.

Mr. Bruening wished everyone a Merry Christmas.

Mr. Rogalski wished everyone a Happy Holiday.

Mr. Pykosh wished everyone a Merry Christmas.

Mr. Simmons wished everyone a Merry Christmas.

Mr. Kehoe asked about paving the entrance and handicapped spaces at Parkview land. Mr. Bruening said that is an ADA requirement. In addition, PennDOT wants the shoulders paved 50' in each direction, a stop bar, a stop sign, and a double yellow line. Mr. Kehoe hates to spend all the available money on blacktop. The Roadmaster will have to update his estimate.

On the motion of Mr. Simmons, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the purchase of the Adobe Acrobat software at a price of approximately \$350.

Mr. Kehoe thanked everyone for attending the meeting and hopes that everyone has a very peaceful Christmas and spend it with family.

Mr. Castle asked for troops and their families to be remembered. He also mentioned the passing of Wayne Myers, who was the tax collector's brother, lifelong resident and farmer. The reorganization and regular meeting will be held on January 5 at 7 PM. The township offices will be closed December 24 & 25, December 31 at noon, and January 1. The trivia question was: How many periods are in an ice hockey game? The answer was 3. The quote of the day was: "To give real service you must add something which cannot be bought or measured with money, and that is sincerity and integrity." God Bless America and Merry Christmas.

ADJOURN

The meeting was adjourned at 9:25 PM.

Respectfully submitted,

Marjorie E. Metzger, Secretary/Treasurer