

June 14, 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

Deb Garman, 163 Ken Lin Drive, shared her concerns regarding the pond at the corner of W. Lisburn Road and Boyer Road. She read a lengthy letter providing a timeline from 1998 to present. The main concern was the possibility of sinkholes and their well going dry and who would be responsible. Mr. Garman added that a 2 story structure with a slide is being built. He was also concerned with the depth of the pond with no fence.

Mr. Rogalski suggested that they schedule a meeting to discuss these matters. He has sent an enforcement notice to the property owner regarding the building of the structure and has a meeting with him next week.

Randy Jackson, 314 Monroe Street, shared his concerns with a discussion at the April meeting regarding the interest rates and location of the township funds. He added that he feels someone thinks the money in the township accounts is theirs, but it belongs to the citizens of this township. He then quoted section 3204 3B of the 2nd Class Code that states the Supervisors are to invest funds in sound business practices. He doesn't feel the interest rates are of sound business practice and that the funds being in one location is not appropriate. This matter needs to be reviewed. He added that he has only shared this with one other person and if this continues the citizens need to know.

CONSENT AGENDA

1. Approval of Minutes – May 10, 2018 Regular Meeting
2. Roadmaster's Report 5/1/18 – 6/1/18
3. Engineer/Zoning Officer's Report 5/1/18 – 6/1/18
4. Reaffirm approval of Trindle Station Phase 2, Section 3, 4, 8 & 9
5. Approval of Bills (as prepared)

Mr. Kehoe had one minor edit to the minutes.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors, it was duly RESOLVED to approve the consent agenda items as listed, with minor edits to the minutes.

UNFINISHED BUSINESS

EXECUTION OF DEP MARINER 2 MS4 GRANT APPLICATION

Mr. Rogalski has prepared the grant application to install a stormwater treatment unit at Williams Grove Speedway and then some additional work along Millers Road. The project would cost approximately \$180,000. He added that the new MS4 permit was received earlier this week.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors, it was duly RESOLVED to approve the DEP Mariner 2 MS4 grant application.

NEW BUSINESS

BYRON FITCH – EAGLE SCOUT PROJECT

Byron Fitch, Troop 333, is interested in the following projects for the Monroe Acres Park: installing a partial enclosure to anchor the porta-potty so it can't blow over in the wind, building a trash and recycling enclosure and a gaga pit. The Board agreed these are all good ideas, but suggested Mr. Fitch gather his thoughts, figure out his project and talk to Mr. Rogalski about what he chooses to do. Then he can come back to the Board with a solid plan.

KEN SHAPIRO – EAGLE SCOUT PROJECT

Ken Shapiro, Troop 296 of Camp Hill, provided a handout showing locations of birdhouses and the plans for the birdhouses. He performed research on the PA Game Commission website and would like to attract Eastern Blue Birds. He added that they eat insects, so they prefer to be along a tree line and the houses should face north/northeast. He will mount the houses on 4" x 4" posts about 5' high. The birdhouses and nests will be reused by blue birds each year so there is no need to clean them out. The Board thought this was a good idea and suggested Mr. Shapiro work with Ms. Lowery and the Department of Public Works to determine locations. Mr. Kehoe suggested Mr. Shapiro also look at the South Middleton Township blue bird trail that was just installed, as it may help with layout ideas.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors, it was duly RESOLVED to approve Ken Shapiro's Eagle Scout Project of installing 8 birdhouses at Joe Carr Park and Leidigh Park.

CREATIVE SAFETY/OFFICER PHIL

Barb Harman from Creative Safety was present and explained that Monroe Elementary School has been providing this program to the students for the past 13 years. She explained the assembly that is held and the grade appropriate booklets that are given out. She looks for

advertising sponsors to cover the production costs of the booklet. Advertisements range from \$199 to \$998.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors, it was duly RESOLVED to authorize a \$199 sponsorship advertisement with the township logo and a short message supporting the Monroe's youth.

MONROE FIRE COMPANY FLAG POLE LIGHT

Mr. Castle said the paid drivers aren't always there and the flag needs a light, plus it's the township's building.

On the motion of Mr. Castle and seconded by Mr. Kuhl, and by vote of the Supervisors it was duly RESOLVED to approve the quote of \$750 from B.T. Brenneman Electric to install a light on the flag pole. Mr. Kehoe opposed the motion. He feels there is a better use of the money, plus the township already pays \$40,000 for the paid driver whose job responsibilities already require them to perform similar housekeeping functions.

JOE CARR CONCESSION STAND ROOF REPLACEMENT

The Board requested further information be gathered regarding the shingle roof replacement with metal, such as brand, warranty, type of metal, thickness and longevity. This matter was tabled until more information is provided.

INSURANCE PACKAGE & WORKERS COMPENSATION RENEWAL

Mr. Kuhl asked why there is such an increase in the cost. Ms. Lowery will contact our agent to find out.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to approve renewal of the current insurance and workers compensation coverage. The Board would like to know why there is such an increase in the annual fee and would like to obtain other quotes from other agents. Mr. Kehoe suggested Mr. Pykosh can help with this process.

LOCAL TAX COLLECTOR DISCUSSION

Ms. Weller reported that Bill 1099 has been pulled and is not being voted on, so no action is needed.

AWARD BIDS

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to award the bids for Bituminous Seal Coat and Line Painting to the lowest bidder as provided on the memo dated June 6, 2018.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to appoint Barbara Keffer to fill the vacancy on the Recreation Board with a term expiring December 2020.

EARTH SPRING FARMS CONDITIONAL USE

Mr. Rogalski explained that Earth Spring Farms would like to put a solar array in. The Conditional Use Application needs accepted and forwarded to the Planning Commission. Mr. Gleeson stated that he has forwarded the application to the Planning Commission for review. A hearing would need to be scheduled within the next 60 days. Mr. Rogalski added that the fees for the application have not been paid yet. The Board agreed to table this matter until the fees are paid.

STAFF COMMENTS

Mr. Rogalski suggested scheduling a joint meeting with the Supervisors and Municipal Authority to begin discussing the Blossom Terrace project and set the course. There is already an Ordinance they clarify who is responsible for certain portions of the laterals, but he would like reaffirmation that everyone is on board with the process. He added that the Authority is pushing to redo the tapping fees, which had already been discussed and was put on hold until the SMTMA project was completely settled. Mr. Kehoe was concerned the process could be drug out. Mr. Rogalski will provide options and rotate them through the Board to keep the project on track. Mr. Kuhl asked how much of the work will be done by a contractor and if additional funds will be needed. Mr. Rogalski said all of the work will be done by a contractor and there is potential for additional expense. He added that Mr. Nailor applied for a grant through county to help with drainage work.

Mr. Rogalski suggested revising the timeline for bidding our annual work of oil and chipping and line painting. He felt that bidding in the fall may get us better prices, but would continue holding road inspection in the spring so roads can be looked at after the winter period.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to update the bidding timeline that bids will be advertised in November and then awarded at the December meeting.

Mr. Gleeson reported that \$13,776 of outstanding liens were collected in the past month. There is also an account that has \$6,000 in bankruptcy and the homeowner has decided to give up their home to get things settled. The bankruptcy stay has been lifted on the remaining outstanding balance so the lien process has been started to collect this amount as well. Mr. Kehoe thanked Mr. Gleeson for all of his efforts in collecting outstanding debt.

Mr. Kuhl thanked Mr. Rogalski for working to have the property owner get the proper permits needed to build the 3rd chicken house. He added that the setback is only 25' off the

sideline in a residential area. He would like to see the setbacks reviewed, especially with intensive animal situations. Mr. Rogalski suggested that all setbacks should be reviewed during this process. The Zoning Ordinance is reviewed in its entirety about every 3 years, so it is time to start the process.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to have Mr. Rogalski start reviewing the Zoning Ordinance for any updates or changes.

Mr. Castle added that the comment made during the opening public comments was offensive and uncalled for.

Mr. Castle asked everyone to remember our Troops, Police Officers and their families. He reminded everyone of Community Day this weekend and the Duck Regatta at 4. The trivia question was “What is the name of the dog from the cartoon The Jetsons?” Answer was Astro. God Bless America.

Mr. Castle would like a letter to be sent to our representatives suggesting legislation be written that requires bicyclists to have lights on the front and back of their bikes.

Mr. Castle referred again to the comment made earlier by Mr. Jackson that accused the Board of thinking the township money is not the people’s money, but the Boards. The money is the people’s money. He took extreme offense to this comment and it was totally uncalled for. Mr. Kehoe seconded Mr. Castle’s statement.

ADJOURN

The meeting was adjourned at 8:40 PM.

Respectfully submitted,

Karen Lowery
Secretary/Treasurer

TO: Board of Supervisors
FROM: Dennis Nailor, Roadmaster
DATE: June 6, 2018
SUBJECT: Roadmaster's Report

PROJECTS BEING WORKED ON

<u>Project</u>	<u>Notes</u>	<u>Est. Completion Date</u>
Tanbark at Parks		6/15/18
Pothole Patching	Repair broken areas	6/29/18
Martin Rd & York Rd	Remove Bank & Seed	6/15/18
Spray Twp Lawn	Kill weeds (benches & trees & fences)	6/15/18
Mow Rds	mow along rds	6/19/18
Crack Seal	Rds & Parking Lot	6/22/18
Community Day	Set up	
	Clean up	6/18/18
Replace Grate in Parking Lot		6/15/18

PROJECTS COMPLETED

<u>Project</u>	<u>Notes</u>	<u>Completion Day</u>
Sign Inventory	Replace with new	5/16/18
Tapper bank on Leidigh Dr	Removebank & Seed	5/11/18
Sweeping Rds	Clean up Anti- Skid	5/10/18
Spot Brush Cutting	Sheaffer & York Rds	
	Creek & York Rd	5/23/18
Painting	Office Hallways	5/29/18
Trim Bushes		6/5/18

ROADS BRUSH CUTTING TO BE DONE

Sinclair Rd, Nixon Dr, Lodge Rd, Eppley Rd,

OTHER NON PROJECT RELATED ITEMS

PA 1 Calls

Empty & Clean Equipment & Make Repair if need

Check Trash at Parks Once A Week

MEMORANDUM

TO: Monroe Township Board of Supervisors

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

DATE: June 5, 2018

SUBJECT: May Activity Report
File Reference No. MNTWP MTG18

The following activities were performed during the period between 5/3/18 and 6/5/18:

ENGINEER

1. Attended monthly Department of Public Works staff meeting.
2. Reviewed one revised final subdivision plan for Sinclair Park, Phase 2. Sewer construction has commenced.
3. Assisted with vegetation removal for improved sight distance at York & Shaffer Roads.
4. Attended once field meeting with Roadmaster to discuss Blossom Terrace Dirt & Gravel Road grant application scope.
5. Prepared MS4 Mariner 2 Grant Application and met with representatives from Williams Grove Speedway regarding collaboration on the property.
6. Attended one meeting with PennDOT regarding signage improvements to the intersection of Old Stone House Road and Boiling Springs Road in Churchtown.

ZONING

1. Issued 16 Zoning Permits and 4 Building Permits for a total of \$412,000 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 6 meetings with residents during those periods.
4. Follow up meetings on two enforcement notices for a home occupation and setback encroachment.

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: Issue notice to Martin Road property owner for temporary access for bank removal. **WORK TO BE SCHEDULED AS TIME PERMITS.**

cc: A-File
File