

December 13, 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, III, Chairman
Phil Kehoe, Vice Chairman
Carl Kuhl, Supervisor

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

SPEAKERS FROM THE AUDIENCE

Rick Line, Criswell Drive, questioned what the public service fund is for since there is \$500,000 in it. And he noticed that \$225,000 was budgeted for I&I repairs and wanted to know why the amount wasn't more since there is over \$1,000,000 in reserves. Or this money should be used toward the debt.

Mr. Castle explained that the Public Service fund is set aside in case we have to obtain our own police coverage some day or have to pay the State Police for their services.

Werner Schmidt, 779 Dogwood Terrace, asked the Board to speak loud, as they are hard to hear at times.

Mark Farrell, Monroe Fire Company President and Deputy Chief, asked if the approved amount from November of \$201,515 was the amount before the tax collector expenses. Ms. Lowery said yes. Mr. Farrell mentioned two special projects that were in the budget 1) radio replacement costing \$22,000; 2) floor repair of \$8,000. Are those projects included in the budget or expected to be paid from other funds from the township side rather than the fire tax. He added that the budget that was tentatively approved last month is about \$10,000 short of what is needed.

Mr. Kuhl said an amount was agreed for the radios, but no specific calling out for the floors. Ms. Lowery said the township budget would cover \$14,000 of the radios. Mr. Farrell asked if there was a reason the whole amount wasn't approved.

Mr. Kehoe stated that it is very hard to talk about budget amounts because within a day or two of the November meeting the Township learned through social media that the Fire Company ordered an \$850,000 piece of equipment. This information still has not been formally provided to the township This is hard to deal with when the Fire Company, who is their own company and has their own budget, is pushing \$300,000 of public funds annually, \$40,000 from Fireman's Relief and \$260,000 from tax money and funding. Mr. Farrell stated that he had talked to two

Supervisors before last month's meeting and explained what the Fire Company was doing and they had no problem with the plan. Mr. Kuhl and Mr. Castle were aware of talks about a piece of equipment, but not that it was ordered. Mr. Kehoe stated that the Fire Company's costs have increased more than the rate of inflation. Mr. Farrell said there has been a steady budget for the past 10 years with small increases. Mr. Kehoe added that the requested increase for 2019 totaled \$85,000 across several budget line items. Mr. Castle said there are some serious concerns.

Mr. Farrell explained that he had requested a budget meeting with the Supervisors, but didn't get a response, so he reached out individually and set up meetings with Mr. Castle and Mr. Kuhl. He claims Mr. Kehoe ignored his request, Mr. Kehoe said he was busy with personal matters. Mr. Farrell stated that the Fire Company is asking for \$213,000, plus fund for special projects and finds it offensive that there are insinuations of ripping off the township. He then provided amounts that other fire company's receive: Upper Allen \$588,000, which is half the square mileage of Monroe but has more homes; Silver Spring Township \$1,485,000 for 2 fire companies; South Middleton Township \$463,000; and Mechanicsburg \$315,000, but has more people than Monroe. They are trying to keep up with providing the best service to the township. Mr. Farrell added that the township owns the building there is a problem with the floor and paint on the outside of the building. Mr. Kehoe understands and was the one who helped to open the communication about the township covering these expenses. Mr. Kehoe explained that last month, it was discussed back when the fire committee had been in place, that the part time driver was only a patch and it would outlive itself. We are going down a path that is unsustainable with the constant cost increases. There was a general agreement that creating another committee to determine what the next phase should be. Mr. Farrell said there aren't constant increases because they have been getting \$160,000 to \$170,000 net over the last 10 year and the Fireman's Relief actually went down last year. He added that the driver was an increase, but hours had to be changed because they couldn't get drivers. Mr. Kehoe said 2010 was the first year of the fire tax and minus the workers comp the amount the Fire Company received was \$156,000 and we are forecasted to go to \$262,000 in 2019.

The Board agrees that building maintenance items, such as the floor and the paint, are the responsibility of the township. It was agreed last month to hold off on the painting. Mr. Farrell explained the floor was coated and they are working to fix the peeling areas. Mr. Kehoe explained that the township is faced with a \$200,000 roof repair, so it seemed to make sense to hold off on the floor and painting. He then questioned the front vestibule area that needs repaired. Mr. Farrell said they replaced the seals on the doors. They also replaced the back door last year because they were rotting away and the kitchen suppression system.

Mr. Castle said that the fire company and the Supervisors need to have a sit down meeting to put everything on the table that way there is no surprises.

Mr. Schmidt stated that last month Mr. Kuglar raised all of the issues and argument that were raised tonight were heard and listened to by the Supervisors. He also shared concern with why current numbers are shown for 7/31 and not up to date. He's wondering how accurate the expected numbers are. Mr. Schmidt also shared his concerns with holding bingos that was part of the problem with getting volunteers.

Mr. Kuhl asked to move forward. The Board agrees that the building repairs are the township's and then discuss the remaining issues at the special meeting. Mr. Castle added that the budget can't be tabled, but that doesn't mean we can't readjust it later. He added that a sit down meeting will be planned and we all appreciate what you and all of the members do.

Debra Sunday, 51 Longmeadow Street, has concerns with the sewer rates. In 1996 residents were told that a 20 year loan was obtained and once paid off the rates would go down. In 1996 the quarterly rate was \$193.50 and now the rate is \$235.00. It has been 22 years and there has been no rate decrease. At a 2004 meeting a breakdown of the rate was provided, which showed that \$133.52 was for debt service. If the debt service has been paid off why hasn't the bill gone down? Also the 2019 budget shows revenue of \$375,000 and expenses of \$274,000 so why is the rate not lower? Plus there is \$800,000 in reserves. This money belongs to the people in the Northern District. Ms. Sunday spoke with Mr. Eckert and was told there are 408 EDU's, so she calculated the numbers and feels the rate should be significantly reduced. She added that the quarterly sewer bill is a financial hardship for the residents.

Ms. Sunday also would like to know why there is a franchise fee in place that costs her \$100 per year and it only impacts those who have Verizon or Comcast.

Mr. Kuhl asked if she has attended a Municipal Authority meeting and added that the budget provides a lot of answers. Ms. Sunday understands that the Authority is an advisory Board and can't make the final decisions. Mr. Kehoe added that the Board has budgeted to pay down \$100,000 of the debt in 2019. Mr. Castle explained that some funds are set aside for unplanned expenses that occur. Mr. Castle said there are certain expenses that occur in both districts and the \$800,000 will be looked at.

Jean Swartz, 140 Simmons Road, said the \$350 quarterly bill is a hardship for her since she is retired. There was nothing wrong with her septic system. And she would like to know why the houses at the development at Lisburn and Simmons aren't connected.

Mr. Kehoe explained the sewer line is on the opposite side of the road from the development and because of the rock in the area you can't easily drill under the road, which has been an ongoing issue on how to cost effectively make the connection. However this only affects a few homes most are already connected.

Mr. Kuhl explained there are 4 sewer providers for Monroe Township and different agreements with each: Dillsburg, Williams Grove Mobile Home Park has their own system, Mechanicsburg and South Middleton. 61% of the quarterly payment goes toward paying down the debt in the Southern District and the rest goes toward treatment, maintenance, and I&I repairs. It's not just the finances that need to be paid there are other things. Mr. Kehoe added that the key is to make a plan and work to fix areas.

Randy Jackson, questioned Mr. Castle regarding his comment of having reserve money in the Northern district in case of an emergency. The most expensive items in the sewer system are the treatment plant and pump station. Monroe has one pump station and a portion of the

treatment plant, so why is \$800,000 needed in reserves? There is no reason the rate can't be reduced.

Mr. Castle stated that the Board will talk this matter over and talk to the engineer for input. Mr. Kuhl added that a joint meeting with the Municipal Authority will be held in March to discuss various issues.

CONSENT AGENDA

1. Approval of Minutes – November 8, 2018 Regular Meeting
- November 29, 2018 Stormwater Funding Workshop
2. Roadmaster's Report 11/1/18 – 12/1/18
3. Engineer/Zoning Officer's Report 11/1/18 – 12/1/18
4. Reaffirm Tillman Subdivision Plan
5. Approval of Bills (as prepared)

Mr. Kuhl was concerned that the Stormwater Funding Workshop minutes didn't include a dollar amount to share with the residents and get their attention. Mr. Rogalski could provide an estimated cost for the PRP projects, but the feasibility study will help determine the total overall amount. He doesn't feel that a number should be given until we have something more solid. Mr. Kuhl suggested an article in the next newsletter to make the residents aware of what is coming. Mr. Rogalski did provide some minor edits to the workshop 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, and to include the edits to the Stormwater Funding Workshop minutes.

NEW BUSINESS

RESOLUTION 2018-11

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to adopt Resolution 2018-11 for the 2019 Budget of all funds, in the amount of \$4,963,222.

The Board agreed to sit down with the fire company to discuss budgets and determine if adjustments need to be made.

RESOLUTION 2018-12

On the motion of Mr. Kehoe and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to adopted Resolution 2018-12, which reenacts certain taxation ordinances under the local tax enabling act for fiscal year 2019.

RESOLUTION 2018-13

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to adopt Resolution 2018-13, which levies a .252 mill tax upon a real property and provides for the collection thereof and the rate of compensation for the tax collector for 2019.

RESOLUTION 2018-14

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to adopt Resolution 2018-14, which establishes the current street light assessment rates and authorizes Cumberland County to prepare the billing statements.

RESOLUTION 2018-15

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to adopt Resolution 2018-15, which establishes the current fire hydrant assessment rates and authorizes Cumberland County to prepare the billing statements.

RESOLUTION 2018-16

On the motion of Mr. Kehoe, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to adopt Resolution 2018-16, which levies a .325 mill tax upon all real property for fire service and provides for the collection thereof and the rate of compensation for the tax collector for 2019.

RESOLUTION 2018-17

On the motion of Mr. Kehoe, and seconded by Mr. Castle, and by 2-1 vote of the Supervisors it was duly RESOLVED to adopt Resolution 2018-17, which imposes user charges to be collected from the owner of each improved property served or to be served by the sewer system serving the northern service area of Monroe Township; and provides for payment and collection of such user charges. Mr. Kuhl voted No.

RESOLUTION 2018-18

On the motion of Mr. Kehoe, and seconded by Mr. Castle, and by 2-1 vote of the Supervisors it was duly RESOLVED to adopt Resolution 2018-18, which imposes user charges to be collected from the owner of each improved property served or to be served by the sewer system serving the southern service area of Monroe Township; and provides for payment and collection of such user charges. Mr. Kuhl voted No.

RESOLUTION 2018-19

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to adopt Resolution 2018-19, which authorizes a transfer of unencumbered money from the General Fund to the Capital Projects Fund of \$200,000 for the roof replacement project on the rear maintenance building.

NEW EMPLOYEE – DEPARTMENT OF PUBLIC WORKS

Mr. Kehoe explained that Dennis Nailor is retiring after 38 years of employment and a qualified existing employee has been promoted to fill this position, which leaves a vacant position. The position was advertised and a hand full of applications were received and the 2 best qualified applicants went through a two interview process. Both applicants have solid qualifications in different areas and reference checks were completed on both.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to offer Applicant #1 the vacant Laborer Position.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to set the wage for the new employee at \$19.00 per hour for a 6 month probation period and then increase the wage to \$19.50 if appropriate.

MAILBOX DAMAGE POLICY

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to approve Mailbox Damage Policy contingent upon legal reviewing and cleaning up the policy.

STORMWATER FEASIBILITY STUDY

Mr. Rogalski provided a working draft RFP and would like the Board to review and provide any comments at the January meeting.

SALT BRINE UNIT

Greg Hertzler reached out to the Board regarding a salt brine unit that is for sale on Municibid. The DPW would like to try applying salt brine to the roads prior to snow events and could potentially obtain this unit at half the cost of a new unit, which is \$4,000.00.

The Board agreed to have the DPW bid on the unit, but not to exceed \$1,500.00.

EARLY INTERVENTION PROGRAM (EIP)

Mr. Kehoe explained that the EIP draft has been out for a couple of months for the Board to review. There is a management assessment section that consists of brief employee interviews and a survey for different departments that was completed solely by the ex-manager during her

last days of employment. The Township is paying \$40,000 for a product that isn't accurate, so how should we proceed? The management section of this report is critical and since PEL received inaccurate data and failed to validate the data. Mr. Kehoe drafted a letter to reject the EIP and request the section be completed properly provided the Board agrees. Mr. Kuhl added that there are a lot of holes and missing information. Mr. Kehoe has been focusing on the management section, but if Mr. Kuhl feels there are issues with the financial section or any other section that can also be added. Mr. Kehoe asked Mr. Kuhl to create a list of area that he would like to have redone. Mr. Pykosh suggested using the letter that has been prepared to get it out now and we could advise that other comments may be forthcoming.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to reject the Early Intervention Program (EIP) draft and authorize the township to issue a letter to the Pennsylvania Economy League (PEL) regarding the draft EIP and direction to correct inaccurate sections.

STAFF COMMENTS

Mr. Kehoe said the Yellow Breeches Anglers was flooded out in the spring and have been doing some fundraising since to replace a pipe near their building and to rebuild. South Middleton Township and Supervisor Manweiler have also been helping and looking for a pipe. He wanted to make the rest of the Board and Mr. Rogalski aware that a donation request may be coming in the next few months. Mr. Rogalski has been discussing overall improvements of Stought Road with Greg Hertzler.

Mr. Kehoe stated that Mr. Manweiler has been involved in a blue bird house walking trail in South Middleton Township. Their Recreation Board is going to offer a free information session and Mr. Kehoe thought Monroe's Recreation Board may be interested in co-promoting the event.

Mr. Kehoe added that the original 40 year loan with South Middleton Township Municipal Authority will be paid off soon.

Mr. Kehoe asked Mr. Rogalski if he has talked to Mechanicsburg about the composting facility. Mr. Rogalski did briefly discuss this with Mechanicsburg and they are open to talk about this in 2019.

Mr. Kuhl stated he attended the groundbreaking ceremony at Allenberry. The office staff and Mr. Rogalski received kudos for their help with the plan approval process.

Mr. Kuhl stated that the County is updating their disaster plan. Holly is going to gather information from the Supervisors and Mr. Rogalski. If we participate in this planning we are eligible to sign up for grants, if needed.

Mr. Rogalski stated that the traffic signal at Trindle Road and Sinclair Road is not moving forward as planned. He is going to continue talking with the property owners to obtain right-of-way so that we are ready to move forward.

Mr. Castle asked everyone to remember our Troops, Police Officers and First Responders. He wished everyone a Merry Christmas and Happy New Year. The trivia question was "What did Frosty the Snowman have for a nose?" Answer was Button. Quote of the Day: "Christmas is a season not only of rejoicing, but of reflection." – Winston Churchill. God Bless America.

ADJOURN

The meeting was adjourned at 9:25 PM.

Respectfully submitted,

Karen Lowery
Secretary/Treasurer

TO: Board of Supervisors
 FROM: Dennis Nailor, Roadmaster
 December 5, 2018
 SUBJECT: Roadmaster's Report

PROJECTS BEING WORKED ON

PROJECTS	NOTES	ESTIMATED COMPLETION DATE
Trim or Remove Brush on Aldler St		12/14/2018
Service Equipment		12/30/2018
Camera sewer lines	White Rock	On Going
Flow Meters	Check Flow Meters	On Going
Haul Anti skid	Get ready for winter	When Needed
Brush cutting	Start Yearly Brush Cutting	On Going
Boiling Springs Rd & W Lisburn Rd	Trim Brush	12/21/2018
Fix Sewer Shut off Valve	Brandt Rd (old dairy's driveway)	12/7/2018

PROJECTS COMPLETED

PROJECTS	NOTES	COMPLETION DATE
Camera sewer lines	White Rock (on going)	11/30/2018
Sweep Rds	from oil & chip - 3rd time	11/9/2018
Put Spreaders & Plows on trucks		11/9/2018
Winterized Concession stand	Joe Carr	11/1/2018
Patched Bottom of Kuhn Rd	Patch cracked up spots before winter	11/2/2018
Snow Fence	Installed on Leidigh Dr	11/29/2018
Trim Pine Trees	Boiling Springs Rd& Lutztown Rd Intersection	11/29/2018

MEMORANDUM

TO: Monroe Township Board of Supervisors

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

DATE: December 5, 2018

SUBJECT: November Activity Report
File Reference No. MNTWP MTG18

The following activities were performed during the period between 11/1/18 and 12/5/18:

ENGINEER

1. Reviewed four stormwater issues at various locations throughout the Township.
2. Reviewed two revised subdivision plans.
3. Attended one public workshop regarding funding sources for MS4 Program and Pollutant Reduction Plan projects.

ZONING

1. Issued 5 Zoning Permits and 4 Building Permits for a total of \$531,000 in new construction.
2. Responded to phone calls and attended one meeting 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.

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: Establish a road maintenance capital planning document, which identifies future maintenance work for budgeting purposes.

cc: A-File
File