

March 14, 2019
7:00 PM

The regular meeting of the Monroe Township Board of Supervisors was called to order by Vice Chairman Kehoe. The Pledge of Allegiance was said by all.

ATTENDANCE

Phil Kehoe, Vice Chairman
Carl Kuhl, Supervisor

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

Mr. Kehoe apologized for the Joint Workshop that was to be held earlier tonight being cancelled. There were unforeseen health issues with Mr. Castle, who is at home resting. Mr. Miller, the Authority Chairman and Mr. Kehoe felt that it would be best to have all 3 Supervisors present to be engaged and set tasks to work through. The joint workshop will be rescheduled hopefully for March 20th. Ms. Lowery will reach out to the Boards and post on the website and front sign when confirmed.

SPEAKERS FROM THE AUDIENCE

Rhonda Neidig, 209 Fairway Drive, requested that the playground at Monroe Acres Park be improved with some new equipment and upgraded. There are many new families moving into the development with young children. No improvements have been done since the township took over the park and she feels improvements would help improve the development and draw in younger families to move in. Mr. Kehoe mentioned that some improvements were done as an Eagle Scout Project, but we will also have the DPW check the equipment for broken or unstable pieces. He added that we will work toward a master plan of what can be done. Mr. Kuhl added that a survey was done and we have those results as to what was requested.

Werner Schmidt, 779 Dogwood Terrace, mentioned that the guiderail on the southwest side of the Leidigh bridge is damaged. Mr. Rogalski will check this out and contact county.

Joseph Spielbauer, 648 Spring Lane, said there was a pump station failure and he received sewer water in his basement. He would like to know if a mechanism is in place to make sure this never happens again. He stated that the notification system didn't work properly and he was unable to find a number to reach an actual person. Mr. Rogalski explained that one pump was out for repair and the other pump tripped which caused the back up. The 2nd pump has been repaired and installed. An insurance claim was processed for Mr. Spielbauer's damage. Mr. Rogalski added that if the auto dialer system fails a red light comes on at the pump station. There was discussion regarding how homeowners are to know who to call in a sewer emergency situation. The Board agreed to publish the emergency contact in the newsletter, put a sign on the pump station fence and send a letter advising the surrounding property owners of an emergency contact if the light comes on at the pump station.

Austin O'Brien, 202 Simmons Road, suggested hooking up an audible alarm on the pump station because most people don't notice or look for a light.

CONSENT AGENDA

1. Approval of Minutes – February 14, 2019 Regular Meeting
2. Roadmaster's Report 2/1/19 – 2/28/19
3. Engineer/Zoning Officer's Report 2/1/19 – 2/28/19
4. Approval of Bills (as prepared)

Mr. Kehoe questions the roof information on the Engineer's report. Mr. Rogalski clarified that a roof sales representative was out. He now has the specs to send out to roof consultants.

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.

OLD BUSINESS

PEL FOLLOW UP MEETING

Mr. Kehoe said the meeting is scheduled for next week. Tabled until April meeting.

FIRE COMMITTEE PLANNING

Mr. Kehoe said he hasn't had a chance to look at this. The plan is to figure out a scope of work and objective that fits the townships need and is sized properly for the township. Mr. Kuhl attended Cap Cog meeting about volunteer fire departments and what the future holds for emergency services. Tabled until April meeting.

NEW BUSINESS

KUHN ROAD PROJECT – AUTHORIZE BID DOCUMENTS & ADVERTISE

Mr. Rogalski explained the proposed project would be to dig out the shoulders, repave and widen Kuhn Road from Swope to Indian Peg.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to authorize the preparation of the bid documents and advertising the project.

CAROL KNISELY – FINAL SUBDIVISION PLAN

Mr. Rogalski stated the plan was previously approved, but there was a minor revision to note on the plan that Ms. Knisely's attorney requested.

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 minor modification to the Carol Knisley Final Subdivision Plan.

TRASH/RECYCLING CONTRACT

Mr. Kehoe explained that there is an option to extend our current contract with 2 one year extensions or we can rebid the service. The one year extension would have a 3% increase, which he feels would keep us ahead of the game when compared to the contract costs of the surrounding townships. Mr. Kuhl said the increase is relative and Ms. Lowery provided trash service rates for surrounding townships.

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 1 year extension of the current trash/recycling contract with Penn Waste.

STORMWATER FEE STUDY

Mr. Rogalski stated that an RFP was put out to determine the appropriate stormwater fee to establish for the MS4 areas and other drainage improvements throughout the township. Proposals were provided by three qualified professional companies. He has reviewed the proposals and would recommend setting up an interview with GHD, or possible all three if the Board would prefer.

Mr. Kehoe asked what firms Pennoni has worked with. Mr. Rogalski said they normally work with much larger firms, but have done some work with GHD and Buchart Horn. He added that the engineer work is a small part of the study, the financial consultant portion is much larger. They can validate the amount of money needed and can give ideas and collection options to pick from.

The Board agreed to have Mr. Rogalski set up a meeting with GHD. This matter is tabled.

WHITE ROCK 2019 CAPITAL PROJECT

Mr. Rogalski said the DPW has televised and identified some areas needing repair. The project would include Blossom Terrace, portions of Kuhn Road and Spring Lane. The Municipal Authority recommended proceeding with the lowest bidder.

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 bid to the lowest bidder, Ankiewicz Enterprises, for the base contract and add alternate for \$212,760.00 as referenced in Mr. Rudy's memo dated February 13, 2019.

Mr. Kuhl hopes this solves some of the problems and they company reputable.

Werner Schmidt asked if there is a way to know how much infiltration this will get rid of. Mr. Rogalski there isn't a way to quantify the infiltration that will be fixed. The repaired area will be tested to confirm the system is tight in this area.

TRADE OF SICKLE BAR MOWER FOR SILAGE BLOWER

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 trade of the sickle bar mower for the silage blower, neither have a fair market trade value.

AUTHORIZE FORWARDING SEWAGE MODULE TO DEP – MAGNOLIA MANOR

Mr. Rogalski said that there are some issues that still need to be worked out with the plan.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to authorize submitting the sewage module for Magnolia Manor to DEP contingent upon the Sewage Enforcement Officers review and approval.

JOE CARR PARKING LOT OIL AND CHIP

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to authorize preparing the bid documents and advertising the oil and chipping of the Joe Carr parking lot.

NEW 10 WHEELER – PREWET/SALT BRINE TANKS

Mr. Kehoe explained the new 10 wheeler was ordered in the fall and we have the option to add the salt brine tanks and pre-wet system while the truck is being built for \$11,000. The tanks can also be used to carry water to job sites or for dust control. Mr. Kuhl said that it will take 30 plowable snows to pay back the cost. He added that we are just getting started in the salt brine application, but there have been good results and the pre-wetting of the salt will help it stay on the road better.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to approve adding the salt brine tank and pre-wet system to the new 10 wheeler for \$11,000.

Werner Schmidt said he lives in White Rock and the snow amounts in the mountain can be different from the rest of the township. The DPW did a super job this winter keeping the roads cleared and being aided by the pretreatment of the roads. Joseph Spielbauer seconded that comment.

STAFF COMMENTS

Mr. Pykosh has been assisting with obtaining liability insurance proposals and is requesting authorization for Ms. Lowery to sign documents to get the proposals.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to authorize Ms. Lowery to sign the insurance documents to obtain bids.

Mr. Kuhl mentioned the getting volunteers has been difficult. If anyone would be interested in serving on the Fire Committee, please sign up.

Mr. Kuhl said that letters are being sent to our State Representative and Senator to push back against the proposed fee to be charged for state police. This would cost Monroe \$252,000. Joseph Spielbauer asked what our legislators positions are on this. Mr. Kuhl said he heard from Rep. Keefer that she will push back. Mr. Spielbauer also asked that if this fee goes through will there be more presence of troopers in the community, if we pay more we should expect more. Mr. Kehoe said he hasn't seen any commentary on a change of service as a result of the funding.

Mr. Kehoe suggested the DPW keep their eyes open and use their creativity to look for low cost improvements to the salt brine process by adding our own holding tanks or making our own salt brine.

Mr. Kehoe stated that he attended the Cumberland Valley School Board outreach meeting with the townships. He provided the following updates: by the 2022-2023 school year Monroe Elementary will be pushing 600 students and be the most over populated school in the district, the entire district will have 10,000 students by the 2022-2023 school year, the new middle school will be opening at 95% capacity, and the growth in Monroe Township is from the turnover of existing homes since we have affordable 1st homes for young families. There was also a fire safety and EMS education track for those interested in that career field, but there was little interest by students. After several years, they have decided to work with HACC to modify the program to turn it into an EMT club. Mr. Kuhl asked if there was any discussion of a 2nd high school. Mr. Kehoe said no, they are changing delayed start times and early dismissal times for the older students. He added that the concept of a 2nd high school is still a political hot potato.

Mr. Kehoe added that Middlesex Township has been working on the stormwater issues and will be implanting a fee start the 4th quarter of 2019.

ADJOURN

The meeting was adjourned at 8:15 PM.

Respectfully submitted,
Karen Lowery, Secretary/Treasurer

TO: Board of Supervisors
 FROM: Greg Hertzler, Road master
 SUBJECT: Road master's Report

PROJECTS BEING WORKED ON

PROJECTS	NOTES	ESTIMATED COMPLETION DATE
Plow and Salt		When Needed
Salt Brine Roads		When Needed
Haul Anti Skid		When Needed
Service Equipment	Rain Days	On Going
Cut Brush	Along Roads	On Going
Patch Roads	Pot Holes And Broken Up Spots	On Going
Sell Equipment	Municibid	3/28/2019

PROJECTS COMPLETED

PROJECTS	NOTES	COMPLETION DATE
Cut Trees On Creek Road	Safety Issue Leaning Over The Road	2/25/2019
Wash Equipment	After Snow Storms	
Fix Plow	#1	2/6/2019
Road Inspection	BOS	2/7/2019
Patch Deer And Kuhn	Potholes	2/8/2019
Wax Floors	Back Hallway	2/11/2019
Hauled Antiskid		2/13/2019
Fixed #2	Charging System	2/15/2019
Replaced Cutting Edge	#1	2/19/2019
Fixed Salt Spreader	#3	2/22/2019
Pulled Flow Meters	Northern District	2/22/2019
Check Roads	After Wind Storm Down Trees	2/25/2019
Roof Inspection	Back Building	2/26/2019
Service Tiger Mower	Change Oil And Filters	2/27/2019
Cut Brush	Along Roads	On Going
Salt Roads	7 Times	
Plow Roads	6 Times	
Salt Brine Roads	1 Time	

MEMORANDUM

TO: Monroe Township Board of Supervisors

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

DATE: March 8, 2019


SUBJECT: February Activity Report
File Reference No. MNTWP MTG19

The following activities were performed during the period between 2/7/19 and 3/8/19:

ENGINEER

1. Performed field view of Maintenance Building Roof with Department of Public Works and roofing consultant.
2. Attended one Planning Commission meeting.
3. Reviewed one revised subdivision plan and two stormwater management applications.
4. Attended one pre-construction meeting for the final phases of Trindle Station.
5. Performed field observation of basin installation at The Porches of Allenberry project.

ZONING

1. Issued 1 Zoning Permit and 10 Building Permits for a total of \$1,281,000 in new construction.
 2. Responded to phone calls and attended two 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 8 meetings with residents during those periods.
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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 HAVE BEEN TABULATED.**
3. ACTION ITEM: Establish a road maintenance capital planning document, which identifies future maintenance work for budgeting purposes. **CAPITAL PLANNING DOCUMENT DRAFT HAS BEEN PREPARED AND REVIEWED WITH THE BOARD AT THE ANNUAL ROAD INSPECTION.**
4. ACTION ITEM: Make contact with property owners at the intersection of Trindle Road and Sinclair Road to obtain additional right-of-way for the signalization project. **AWAITING FINAL RIGHT-OF-WAY PLAN FROM DESIGN ENGINEER.**

cc: A-File
File