

May 10, 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

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

SPEAKERS FROM THE AUDIENCE

Barb Pearce, Brindle Road, shared her concerns and provided a handout to the Supervisors regarding the redistricting and examples of resolutions from other areas.

Devon Flickinger, Holy Spirit EMS, shared that they have had 100 calls year to date in Monroe Township, 74 were covered by the Mechanicsburg unit and 26 by the Dillsburg unit. He added that there were no calls when the railroad crossings were closed, so there were no issues.

Werner Schmidt, Dogwood Terrace, was very pleased with the township map brochure that was published and the updated website. Both give great information and are very professional. He mentioned Met Ed has done some tree cutting in White Rock and tore up the edge of Kuhn Road, he hopes they will clean up the mess. He questioned why vegetation is being killed behind guiderails, especially on sloped areas where the vegetation will help stop erosion. Lastly, he noticed brush cutting on Creek Road is on the upcoming work list and he asks that the canopy of trees not be cut along with wildflowers are they are very pretty to see.

2017 AUDIT PRESENTATION

Craig Witmer from Smith Elliot Kearns & Company was present and reviewed the highlights of the 2017 audit, in which the township received an unmodified opinion which is the highest opinion you can receive.

Mr. Kuhl appreciated all of the work, but mentioned that the debt service principal was higher than normal and feels a footnote should have been added with an explanation.

CONSENT AGENDA

1. Approval of Minutes – April 12, 2018 Regular Meeting
2. Roadmaster's Report 4/1/18 – 5/1/18
3. Engineer/Zoning Officer's Report 4/1/18 – 5/1/18
4. Approval of Bills (as prepared)

Mr. Kehoe had some minor edits to the minutes.

Regarding Mr. Kuhl's actions of meeting with various financial institutions with an accompanying independent resident and the conversations that occurred in the April meeting Mr. Kuhl felt that the minutes from February gave him the authorization to talk with F&M Trust. Mr. Castle said that it was agreed to check interest rates, but that got out of control. Mr. Kehoe concurred with Mr. Castle. He then asked Mr. Pykosh opinion on this matter. Mr. Pykosh suggested that if anyone beyond the Supervisors, professionals or staff would be involved in matters moving forward a committee should be established and then an outside person could be involved in discussions moving forward on projects or plans.

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, with minor edits to the minutes.

UNFINISHED BUSINESS - None

NEW BUSINESS

Mr. Castle added item 1a to the agenda – Patrick Cerrelli – Eagle Scout Project

LOGAN TOKLE – EAGLE SCOUT PROJECT FOLLOW UP

Logan provided before and after pictures of his Eagle Scout Project at the Monroe Acres Park. He added that the bulletin board is almost done and needs to be erected and his project will be complete. Logan has \$806.56 left over from his fundraising efforts and would like to request that this money be put aside for any future Eagle Scout Projects in the Monroe Acres Park area.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to approve allocating Logan Tokle's remaining Eagle Scout Project funds of \$806.56 for future Eagle Scout Projects within the Monroe Acres Park area.

PATRICK CERRELLI – EAGLE SCOUT PROJECT

Patrick Cerrelli, Troop 333, would like to install 5-6 bat boxes around the Joe Carr baseball field area. The Board suggested that Patrick do some research on this matter regarding placement, design and number of boxes needed and he should reach out to Vector Control, DEP, the County Conservation office or even his FFA teacher to get some professional input. Once Patrick has gathered the needed information, he can then come back to the Board for approval.

MARCUS TOEVS – EAGLE SCOUT PROJECT

Marcus Toevs, Troop 333, would like to install a permanent outfield fence at the Joe Carr baseball field. He provided a handout with a map and quotes. He feels the fence is necessary due to the walking path close by and it would be ascetically pleasing. Mr. Castle asked if he was

going to install and opening of a gate to allow access. Marcus added that the price he obtained from R&S Fence doesn't include the concrete, gate or yellow safety padding. He also stated that he has access to a tractor with a posthole digger that could be used to complete the project. Mr. Kuhl asked if Marcus had spoken with the baseball league, he said no. Mr. Kehoe suggested he talk with John Mangold, whose family uses the field.

Mr. Gelder with DSG Development was present and offered to donate funds for ½ of the project.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to approve Marcus Toevs Eagle Scout Project of installing an outfield fence at the Joe Carr baseball field contingent upon our Engineer reviewing the specifications, design and safety requirements. The project is not to exceed \$4,000 and the township will donate 50% of the project. The Township will also be the purchaser of the supplies to help save on additional costs.

SINCLAIR PARK PHASE 2 – FINAL SUBDIVISION PLAN

Mr. Rogalski stated that Mr. Hackenberg and Mr. Gelder were present. Conditional Use and Phase 1 was previously approved and has been built out. Mr. Rogalski reviewed Phase 2 and provided comments dated May 2, 2018 and the Planning Commission has recommended approval contingent upon the engineer's review.

On the motion of Mr. Kehoe and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to approve Sinclair Park Phase 2 contingent upon the engineer's comments dated May 2, 2018 being satisfied.

BOILING SPRING TRIATHLON REQUEST

The Boiling Springs Triathlon committee has requested to use roads in the township for the triathlon, as they have in the past, but would like to close Leidigh Drive from Lutztown to Creek during the event.

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 Boiling Springs Triathlon to use Monroe Township roads as part of their course, but did not approve the closing of Leidigh Drive. Leidigh Drive must remain open and it was suggested to use traffic channeling devices such as pylons or cones and fire police to help with safety measures in this area.

DIRT & GRAVEL ROAD GRANT APPLICATION REQUEST

Mr. Rogalski said that drainage work needs done on Blossom Terrace and would like approval to apply for the Dirt & Gravel Road grant through the County. The funding would apply for drainage work only, not sewer work or paving. And the cost of the project would be between \$15,000 - \$25,000. This is a matching grant, but labor fees can be used as part of the match.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to approve applying for the Dirt & Gravel Road grant through the County for Blossom Terrace drainage work.

ROAD INSPECTION PROJECTS

Mr. Rogalski stated the line painting and oil & chip work needs to be put out for bid. He has looked into the ¼” stone oil & chip top coat and liquid fuel fund can be used if 1B’s are used as the first coat. He would like to try this on Lucinda and Granda Flora, and the total cost of all roads to be oil & chipped would be approximately \$95,000.

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 list of bid and non-bid items: line painting, oil & chip (with ¼” application on Lucinda and Granda Flora), spray material, crack sealing and parking lot seal coat.

RECREATION BOARD APPOINTMENT

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.

TRUCK REPLACEMENT PLAN

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to approve moving forward getting specs and prices for a new 10 wheeler truck for delivery by winter 2019, contingent upon keeping the 2011 F-550.

MS4 MARINER 2 GRANT APPLICATION

Mr. Rogalski stated that the Mariner 2 pipeline was fined by DEP and the fine money will be used as grant money for eligible municipalities where the pipeline runs, which includes Monroe. He would like to approval to apply for the grant after determining which project would be the best to move forward with based on meeting the grant criteria. He estimates the project cost will be between \$125,000 - \$150,000 and applications are due in June. He estimated Pennoni’s cost to get the engineering parts together would be \$3,000 - \$5,000.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to authorize Pennoni to apply for the Mariner 2 Grant Application on behalf of Monroe Township.

NORFOLK SOUTHERN ROAD CLOSURE

Mr. Kehoe stated the closures were very unsettling, but once we knew of the issue phone calls were made and the field supervisor did what he could to work with us and get one crossing open. Mr. Castle added that not enough notification or detail was given the township or other authorities. Mr. Kuhl said that the County is going to meet with Norfolk Southern to look at ways to improve communications and Rep. Dawn Keefer is going to review the guidelines for the railroad.

STAFF COMMENTS

Mr. Kuhl attended a Cumberland County Roundtable Discussion and there were several concerns about the railroad. He also provided Mrs. Wood with information about medication drop boxes that will be published in the next newsletter and on the website.

Mr. Rogalski spoke with Penn Dot about the potential 4-way stop at Old Stone House Road and 174. Originally we were told the intersection didn't warrant the needed criteria for a 4-way stop, but now PennDot is using the overall engineering judgement to justify the installation of a 4-way stop. To try to discourage the 4-way stop, the township can take the political route to get others involved in this matter or request a meeting with PennDot that a Supervisor will also attend to discuss this matter. The Board agreed to a meeting with PennDot, which Mr. Rogalski and Mr. Kehoe will attend.

Mr. Kehoe reminded everyone that the Primary Election will be on May 15th.

Mr. Kehoe request that the flag pole light issue be added to the June agenda for discussion.

Mr. Castle also mentioned Mikhail Kehoe's Eagle Scout Project of landscaping around the township building, which looks great. Mr. Kehoe added that there were 30 workers who put in an 8 hour day doing all of this work. Ashcombes was very helpful and a bird bath has been added.

Mr. Castle asked everyone to remember our Troops, Police Officers and their families. He reminded everyone of the Memorial Day Celebration at the Mt. Zion Cemetery. The trivia question was "What was the first state to allow women to vote?" Answer was Wyoming. The quote of the day was "Without continual growth and progress, such words as improvement, achievement, and success have no meaning." – Benjamin Franklin. God Bless America.

ADJOURN

The meeting was adjourned at 9:25 PM.

Respectfully submitted,

Karen Lowery
Secretary/Treasurer

f

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

PROJECTS BEING WORKED ON

<u>Project</u>	<u>Notes</u>	<u>Est. Completion Date</u>
Spot Brush Cutting	Trim trees (York Rd&SheafferRd) (YorkRd & Creek Rd)	5/16/18
Sign Inventory	Replace with New	5/31/18
Tapper Bank on Leidigh Dr	Remove Bank & Seed	5/06/18
Pothole Patching	Repair broken areas	5/31/18
Martin Rd & York Rd	Remove Bank & Seed	5/25/18
Sweeping Rds	Cleaning Up Anti – Skid	5/1

PROJECTS COMPLETED

<u>Project</u>	<u>Notes</u>	<u>Completion Day</u>
Garden Plots	Rototill & Number	4/12/18
Monroe Acres Scout Project	Supply Mulch	4/19/18
Leidigh Dr snow fence	remove fence	4/13/18
#3 snow plow	Repair bent shoe	4 /5 /18
Back building Restrooms	Patch holes & paint from replacing lights	4/5/18
Hep B Shots	2nd round of Shots	4/16/18
Softball field	drag & rake Stones	4/25/18
Flo- meters	Install in White Rock	4/19/18
White Rock leaves	clean from ends of pipes	4/17/18
Roof leaking	find patch tear in rubber	4/19/18
Baish Rd	Ditch & Tapper Bank (middle Section)	5/02/18

ROADS BRUSH CUTTING TO BE DONE

Sinclair Rd, Nixon Dr, Lodge Rd, Eppley Rd, Sheaffer Rd & York Rd, End of Creek Rd across from Creek

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: May 3, 2018


SUBJECT: April Activity Report
File Reference No. MNTWP MTG18

The following activities were performed during the period between 4/3/18 and 5/3/18:

ENGINEER

1. Attended monthly Department of Public Works staff meeting.
2. Reviewed the condition of the rear storage building and made recommendations for future budgeting for capital improvements.
3. Attended the annual road tour with Township Supervisors to evaluate capital projects for 2018.
4. Reviewed one final subdivision plan for Sinclair Park, Phase 2.
5. Attended one Planning Commission meeting.

ZONING

1. Issued 4 Zoning Permits and 8 Building Permits for a total of \$543,000 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. Attended one meeting with a property owner regarding work without permits.
- 
- A black triangle graphic is located in the bottom right corner of the page, pointing upwards and to the left.

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 violation notice to resident on Sheaffer Road regarding sight distance impairment. **FIELD STAKEOUT OF THE RIGHT-OF-WAY LINE SCHEDULED FOR MAY 7, 2018 WITH WORK COMMENCING ON MAY 16, 2018.**
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. **BANK GRADING COMPLETE, RESTORATION IN PROGRESS.**
5. ACTION ITEM: Issue notice to Martin Road property owner for temporary access for bank removal. **WORK SCHEDULED FOR MAY 9-11, 2018.**

cc: A-File
File