

October 10, 2019
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
Philip Kehoe, Vice Chairman
Carl Kuhl, Supervisor

Chris Gleeson, Solicitor
Bill Rudy, Engineer
Karen Lowery, Secretary/Treasurer

SPEAKERS FROM THE AUDIENCE

Rick Line, Dillsburg Area Authority Representative, requested that the Supervisors reach out to Fine Line Homes to determine the status of the development and what the building plan is. Fine Line has reserved capacity and is continuing to pay the fee. This information would help to plan for future budgets and if development occurs it will help ease the fees for residents. The Board agreed to look into this matter.

Barb Pearce – 171 Brindle Road, is part of the Fair Districts PA and is looking for support for an independent commission to draw legislative district lines.

CONSENT AGENDA

1. Approval of Minutes – September 12, 2019 Regular Meeting
2. Roadmaster's Report 9/1/19 – 9/30/19
3. Engineer/Zoning Officer's Report 9/1/19 – 9/30/19
4. Reaffirm Talking Bread Land Development Plan
4. Approval of Bills (as prepared)

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

OLD BUSINESS

FIRE COMMITTEE PLANNING

Mr. Kehoe said goals and objectives have been provided by 2 of the Board members. He believes a fire committee is needed to gather input. This approach worked well the last time with the paid fire driver request.

Mr. Kuhl attended a PSAT's Strategic Planning for Fire Company's course. One of the suggestions was to have an independent 3rd party step in to bridge the gap between the fire company and the township with budgets, funding, and long-term planning. Mr. Kehoe said there are many factors that should be looked at before the budget is reviewed, including the proper size and structure of the fire company and how much help is needed. And then the committee could work on the budget.

Mr. Kehoe suggested that the goals and objectives be discussed and set at the November meeting and then we could look at reaching out to establish a committee. Mr. Kuhl asked Ms. Lowery send out the comments provided to the one Supervisor who hasn't provided any for review and suggestions. Mr. Castle said he would reach out to the potential committee members.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors, it was duly RESOLVED to table the fire committee planning discussion until November.

BAMBOO ORDINANCE

Mr. Rudy said that Mr. Rogalski had sent out examples of bamboo regulations and is waiting for input on how to move forward. Mr. Kehoe hasn't had a chance to review these examples, but will provide his input by the November meeting.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors, it was duly RESOLVED to table the bamboo ordinance discussion.

STORMWATER FEE STUDY UPDATE

Mr. Rudy stated the GHD will be compiling a list of potential fees options for the Board to review. It was suggested that a workshop be scheduled prior to the November meeting for GHD to present this information.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhn, and by unanimous vote of the Supervisors, it was duly RESOLVED to authorize holding a Stormwater Fee Workshop on November 14, 2019 at 6 PM.

NEW BUSINESS

BID MOWING SERVICES

Mr. Kehoe said this seems innocuous, but is necessary for Monroe to increase our ability to do higher levels of work. He also felt the pre-bid meeting was a good idea.

On the motion of Mr. Kuhl, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors, it was duly RESOLVED to authorize bidding the mowing services for 2020.

2020 BUDGET / TENTATIVE APPROVAL

Mr. Kuhl asked for an overview from last month's meeting. Ms. Lowery said the Board agreed to include the weekday fire driver in the fire tax, but not agree to the weekend fire driver. The question in front of the Board is the fire companies request for a 10% increase, based on an itemized list of expenses, to their operating budget for 2020.

Mr. Kehoe said the fire company has gotten a 9% increase over the years and is the 6th highest fire tax rate in Cumberland County. The fire tax will automatically increase by 1.5% based on assessment increases. The building painting and workers compensation coverage will be paid for by the general fund. He asked if the radio money was budgeted. Ms. Lowery said that \$14,000 was allocated for 2019 and hasn't been used to date. Mr. Kehoe added that his position is to keep the rate flat.

Mr. Kuhl said the fire company could come back to the Board if they can prove the weekend driver is needed. He added that Hampden Township uses their LST money to support the fire companies, there is no special fire tax. Mr. Kehoe added that Hampden Township's tax base for LST is much larger than Monroe's.

Mr. Kehoe said it is critical to determine the properly sized fire company for Monroe and use sound logic to understand the needs. 6 to 7 years ago a \$600,00-\$700,000 truck was purchased and now another.

Mr. Kehoe said that moving the weekend fire driver to the fire tax will increase the fire tax rate from 3.25 to 3.9, which is an increase of \$15.74 per property. He supports the fire company, but there is a limit. Each year there is a need for more money even though the township has tried to help.

Mr. Kuhl said if the operating budget isn't increased, they will have to do more fundraising or give up items. He agrees we are between a rock and a hard place. He said the fire company can't roll back debt that they agreed to pay for. He added that from the PSATS class an option was to take away the budget process. The volunteers are there to be trained and provide protection services. Maybe a third party would need to be involved.

Mr. Castle said the fire company is looking for a 10% increase. He is suggesting a 5% increase. He added that the fire company has 2 engines but not enough volunteers. Mr. Kuhl said that one is a back up and to help with mutual aid.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by vote of the Supervisors, it was duly RESOLVED to approve a 5% increase for the fire companies operating budget. Mr. Kehoe was opposed.

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 tentative budget in the amount of \$4,278,430.

The tentative budget will be available at the office and on the website for review.

ZONING ORDINANCE AMENDMENT – SHORT TERM RENTALS

Mr. Gleeson said there have been several court cases regarding short-term rentals, which included airbnb's and vacation rentals. The Supreme Court has ruled that the Zoning Ordinance needs to have very specific language regarding this matter. He added that he can pull from other local governments to create a draft revision, if the Board would like. They could also make other updates, if needed.

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 draft zoning ordinance amendment for short term rentals and other items that may need updated.

ALLENBERRY DEVELOPMENT & CONNECTION ADDENDUMS

Mr. Gleeson explained the addendums for Allenberry are due to the clubhouse they are building and they need an additional EDU.

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 Second Addendums to the Connection and Development Agreements for the Allenberry Development.

STAFF COMMENTS

Mr. Gleeson reported that the pending legal issue regarding a wedding venue was permitted at the county level, so an appeal has not been filed the Commonwealth court.

Mr. Kuhl asked how much of the White Rock sewer has been televised. Mr. Rudy said about 80% of the Sandy pump station area is done.

Mr. Kuhl the rail to trails group that proposing a bike line from Mechanicsburg to Dillsburg has given up on the original plan. They may look at putting in a mini trail from Mechanicsburg into Silver Spring Township and there may be a few interested parties in Monroe Township.

Mr. Kehoe mentioned a thank you letter and photos received from the Monroe Acres residents for the installation of the new slide and a gaga ball pit. The gaga ball pit was an Eagle Scout Project. He added that this development has a lot of younger families and they hold a lot of activities in the park.

Mr. Kehoe added that it's almost November and time to vote.

Mr. Kehoe reminded everyone of Trick or Treat on October 31st from 6-8 PM. And that the DPW will put flasher out in Churchtown to slow down traffic.

Mr. Kuhl mentioned the roof on the back-maintenance building is being replaced. He added that the cell tower behind the fire house is not yet operational.

Mr. Castle asked everybody to remember our troops, police officers and first responders.

The trivia question was "Which state joined the US on October 31, 1864?" Answer:
Nevada

The quote of the day was "Life is one grand, sweet song, so start the music." Ronald Regan.

Mr. Castle added that a previous Supervisor, Walt Rimmer, passed away recently. He also asked everyone to keep Werner Schmidt in their prayers, as his wife fell and is recovering.

ADJOURN

The meeting was adjourned at 8:35PM.

Respectfully submitted,

Karen M. Lowery,
Secretary/Treasurer

TO: Board of Supervisors
 FROM: Greg Hertzler, Roadmaster
 DATE: 10-2-19
 SUBJECT: Roadmaster's Report

PROJECTS BEING WORKED ON

PROJECTS	NOTES	ESTIMATED COMPLETION DATE
Camera Sewer	White Rock	on going
Cut Brush	Around Township	on going
Service Equipment		on going
Haul Anti-Skid		10/21/2019
Receive salt		10/31/2019
Haul Salt brine		on going
Finish Salt brine tank plumbing	Need to fit and cut hoses	10/31/2019
Haul scrap metal	To Recycler	10/14/2019
Go over spreaders and plows	Install spreaders and move plows out front	10/31/2019
10 wheeler to MJR	They need to finish salt brine system	10/25/2019
Bid out new truck	Replacement for Ford F550 with Issues	10/25/2019

PROJECTS COMPLETED

PROJECTS	NOTES	COMPLETION DATE
Pick up # 2 at LB Smith	Repaired	9/3/2019
Sprayed signs	Along roadways	9/3/2019
Plans to Courthouse	Record plans	9/4/2019
Took #2 back to LB Smith	More issues	9/4/2019
Drainage issues	Hauck and Clouser Roads	9/5/2019
Fixed street name sign	Lynes and York Road after accident	9/5/2019
Spray Bushes	Garden area for bag worms killing bushes	9/6/2019
Replace signs	vandalism	9/6/2019
Ditch Stought Road		9/9/2019
Trimmed weeds and trees	Stought Road guild rail	9/9/2019
Fixed broken sewer clean out caps	Lutztown Road	9/10/2019
Install new bushes	Garden area that the bag worms killed	9/11/2019
Replace signs	Vandalism again	9/11/2019
Replace locks on pump stations	All new locks	9/11/2019
Meet Greg R	Sewer project issues	9/12/2019
LTAP Committee Meeting	Greg Hertzler	9/17/2019

Mow Roads		9/16/2019
Saw cut ditches on Blossom Terr.	Get ready to pave	9/17/2019
Fixed speed limit sign	Baish Road	9/17/2019
Pick up unwanted signs	At intersection	9/17/2019
Pave Eppley Rd.	At sink hole	9/18/2019
Dig out sunken spot	Blossom Terr. Over sewer line	9/20/2019
Human resource meeting	PSATS	9/20/2019
Cleaned inlets MS4 area		9/21/2019
MJR to look at 10 wheeler	Had to adjust Hydraulics	9/23/2019
Haul MS4 sweeping	Haul to landfill	9/23/2019
Blacktop Blossom Terr.	Under drain and sunken spots	9/24/2019
Fix Kuhn road mower		9/25/2019
Meet Greg R and Bill Rudy	White Rock sewer project punch list	9/25/2019
Cleaned inlets around township	None MS4	9/26/2019
MS4 Class	Recertification class Greg H	9/26/2019
Hauled Anti-Skid	Start to stock up for winter	on going
Camera Sewer	White Rock	on going

MEMORANDUM

TO: Monroe Township Board of Supervisors

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

DATE: October 3, 2019

SUBJECT: September Activity Report
File Reference No. MNTWP MTG19

The following activities were performed during the period between 8/31/19 and 10/3/19:

ENGINEER

1. Reviewed one stormwater management application and one drainage complaint.
2. Attended one meeting with the solicitor to discuss status of right-of-way acquisition and traffic signal installation at Trindle & Sinclair.
3. Reviewed paving and other restoration activities associated with the White Rock sewer project.
4. Prepared capital stormwater improvements plan summary.
5. Attended one Board of Supervisors meeting.
6. Coordinated maintenance building roof replacement contract, installation scheduled for week of October 7th, 2019.

ZONING

1. Issued 9 Zoning Permits and 10 Building Permits for a total of \$1,542,000 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 3 meetings with residents during those periods.
4. Issued two (2) citations for an illegal use on York Road.

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. KUHN ROAD PROJECT HAS BEEN COMPLETED. BLOSSOM TERRANCE PAVING TO BE BID OVER THE WINTER AND SCHEDULED FOR SPRING 2020.**
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. **INTERGOVERNMENTAL AGREEMENT IN PLACE AND PROPERTY ACQUISITION UNDERWAY.**

cc: A-File
File