

October 12, 2017
7:00 PM

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

ATTENDANCE

Phil Kehoe, Chairman
A.W. Castle, Vice Chairman
Carl Kuhl, Supervisor

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

SPEAKERS FROM THE AUDIENCE

Devin Flickinger, Holy Spirit EMS, reported that there were 15 calls in September and 162 year to date. He added that they will begin coverage in the Northern York area on November 12th where Dillsburg EMS previously covered. Dillsburg EMS will be closing down on November 17th. Holy Spirit EMS has been working with the Fire Company and Cumberland County to work out the details of the transition.

Pat Myers, 310 Monroe Street, has lived in Monroe Township for 55 years. She understands that the northern sewer area has a surplus and there is a chance of a bill reduction, which she would be supportive of.

Nick Hansen, 313 Monroe Street, has lived in Monroe Township for 8 years and has heard there is a possibility of a park being built at Trindle Station. He has 3 young children and would like to know if this is happening. He added he would also be supportive of a sewer rate reduction.

Mr. Kehoe said there has been some talk of a park, but it is still vague and there has been no final determination made. Mr. Tamanini added that he and the residents of Trindle Station would like to have the park. He will continue discussions with the Board and engineer.

MONORE PROUD CERTIFICATES

Mr. Kehoe presented a certificate to Kathy Densham for her 19 years of service on the Recreation Board and to the township as a small token of our appreciation. She assisted with Community Day, Pumpkin Fest, and many other functions sponsored by the township.

Mr. Kehoe presented a certificate to Greg Rogalski for his 10 years of service with the PA Task Force One. He was deployed to Houston, TX and then to Florida during the recent hurricanes. He was home for 48 hours and then put on warning that he may be deployed to Puerto Rico or Mexico, but wasn't. He added that Greg provides a great public service dedicates his time to helping others.

Mr. Castle added that Kathy and Greg have done so much for the township. Volunteers are hard to come by, so those who volunteer to help others truly put their heart into it. Monroe Township is proud to have such people involved with our residents.

Mr. Kuhl added that Greg was out he had a strong team to fill his absence so services were still available.

CONSENT AGENDA

1. Approval of Minutes – September 14, 2017 Regular Meeting (with edits)
 - September 14, 2017 Budget Workshop
 - September 25, 2017 Joint meeting - Municipal Authority (with edits)
2. Roadmaster's Report 9/1/17 – 10/1/17
3. Engineer/Zoning Officer's Report 9/1/17 – 10/1/17
4. Approval of Bills (as prepared)

Mr. Kuhl stated that he would like to have more specific information, such as a date, on the Roadmaster report. Mr. Kehoe agreed and asked Mr. Rogalski and Ms. Araiza if we were getting back to organizing the work to be done. Mr. Rogalski said there was a staff meeting this week and that we are getting back to the planning.

Mr. Kuhl suggested providing cliff notes or some type of documents to easily find the information about the Allenberry Development negotiations once the pending items have been worked out and agreed to. Mr. Kehoe agreed that once everything is done. He had been thinking of possibly a newsletter article or supplement to make all of the residents aware.

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

UNFINISHED BUSINESS

REVIEW SEWER ACTION PLAN

Mr. Pykosh reported that \$2,000 has been collected since the last meeting. Payments are being received from 2 properties that filed bankruptcy, a payment of \$650 was received by one of the larger accounts and someone came to his office to discuss a payment plan.

Mr. Pykosh added that 1 property sold and the new buyer will connect to the sewer. There is only one property left to connect of the four we started with.

NEW BUSINESS

EAGLE SCOUT PROJECT - MIKHAIL KEHOE

Mikhail Kehoe, of Troop 276 in Mechanicsburg, presented his Eagle Scout Project Plan to re-landscape the areas around the township's offices. He provided a packet of information showing the current landscaping and what he is proposing to do. He would like to remove the existing mulch to be able to start fresh. Mikhail explained that he worked with Ashcombe's to create a layout and was able to use technology they had available to create an aerial view picture and also a front view. The plants he chose are low maintenance perennials that would provide pops of color year round.

Mr. Kuhl asked if the plants are toxic to pets or small children. Mikhail said the plants are non-toxic. He has chosen 5 rose bushes that do have medium size thorns.

Mr. Kuhl said that during elections some people set up in the area that he is planning on planting. He wanted to know if the plants could take the abuse. Mikhail said that hopefully people would see the area is now landscaped and would not set up in this area.

Mikhail stated the he would like to remove the old mulch and asked if he would be able to dispose of it on township property. He also asked if the township would be willing to donate approximately 15 cubic yards new mulch for the project.

Mr. Castle said the different colors that Mikhail is going to use are excellent. He added that this would be a lot of work and costly. Mikhail said he plans on having 10 to 15 other scouts assist him with the work in the spring and he will be doing fundraising to cover the estimated cost of \$600.

Mr. Kuhl asked if the soil has been checked to make sure it is suitable. Mikhail stated that Ashcombe's would be able to help him with the once he is ready to start the project.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to accept Mikhail Kehoe's Eagle Scout Project Plan to re-landscape around the township offices and the township will assist with the new mulch and disposal of old mulch.

Mr. Kehoe said that about 3 years ago Monroe created a list of possible projects for Eagle Scouts. Thanks so this, a disc golf course was just installed at Joe Carr and a picnic area was put in between the Joe Carr fields and the community gardens.

OLD STONE HOUSE ROAD /ROUTE 74 DISCUSSION

Mr. Castle wanted to know what could be done with this intersection since it is so dangerous and many of our residents travel this area.

Mr. Rogalski said that dangerous intersection signs are not permitted. There are warning signs posted from all 4 approaching directions. He has pulled the crash data and there were 5 accidents in the past 5 years. He didn't look into what the cause of the accidents were. Mr. Kuhl

asked about the line of sight for the speed limit. Mr. Rogalski said it appears to be very close for the posted speed. He said the problems may be from speeding issues. Mr. Beck suggested that keeping the intersection mowed helps to improve the intersection.

Mr. Rogalski suggested that he could look closer at the area, contact PennDot for a speed study and pull the detailed crash data to see what could be done. The Board agreed to this.

TOWNSHIP EQUIPMENT LOAN PAYOFF

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to approve paying off the township equipment portion of the 2016 loan effective November 1st.

HVAC REPLACEMENT – MONROE FIRE COMPANY

Mr. Kehoe said that this replacement is past due and the old system is over the social hall where the roof is leaking through. Quotes were obtained and the lowest qualified bid was for \$42,090. They also provided options to clean the duct work and reflashing the curb. Mr. Kuhl suggested inspecting the curb when the unit is removed. Mr. Kehoe added that we won't know exactly what we have until the unit is removed. Mr. Castle also suggested waiting to see if the ducts need to be cleaned once we can get in there.

On the motion of Mr. Castle, seconded by Mr. Kuhl, and by vote of the Supervisors it was duly RESOLVED to proceed with the HVAC replacement at a cost of \$42,090 and once the unit is removed check the ducts and clean if needed. And also get a roofing contractor to check the roof and reflash the curb if needed.

LISBURN ROAD/BRINDLE ROAD TREE REMOVAL

Mr. Kehoe stated that two quotes were obtained for the removal of trees at the intersection of Brindle Road and Lisburn Road. He questioned if Jared Brickner has insurance. He also asked about how the safety along Lisburn Road would be handled and if this work could be combined with the single tree removal in Churchtown.

The Board tabled this matter until more information could be obtained.

RESOLUTION 2017-16 – SUBMISSION OF APPLICATION FOR TRAFFIC SIGNAL

Mr. Rogalski said that a basic traffic count over just a four hour period was done and the counts are pretty equal for both sides. He added that we are obligated by PennDot to submit an application to get the process started.

Mr. Kehoe added that no business terms or contracts have been worked out regarding the details of the traffic signal. This resolution is just to authorize Monroe's manager to submit the application for the traffic signal to PennDot.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to adopt Resolution 2017-16, authorizing the submission of the application for the traffic signal at Trindle Road and Sinclair Road.

2018GET DISCUSSION

Ms. Araiza stated that at the workshop there were 2 items discussed and then tabled. She asked for further discussion on these items.

Northern Sewer District Rate Reduction – Several scenarios of the budget have been sent out based on a \$35 reduction, \$20 reduction and \$15 reduction for review. Funds have been set aside for maintenance items to repair any problems and \$15,000 for smoke testing. There is a \$500,000 ending net position.

Mr. Kuhl stated that everyone in the township pays too much for sewer, so if we can offer relief, he is supportive of that. The current northern debt will be paid off in 2025. He added that a \$20 reduction is a lower risk, the budget is already conservative and the northern system is fairly new.

Mr. Kehoe stated that in the time he has been here the planning horizon within Monroe has been short. We have been working hard to improve planning and start a capital project process. The historical information that is being used is from the old engineer, we now have a new engineer. He keeps hearing the possibility of expanding the sewer, which would be an expense. There appears to be extra money in the fund now, but is saving \$80 per year per household really improving the security of the township as a whole, when there may be issues come up that weren't planned for. He is concerned with considering a reduction with a new engineer and no active maintenance, and no plans in place.

Mr. Kuhl understands the township stands behind the debt. He added that residents in both districts want their sewer rates lowered. He was unable to establish the 3 sewer areas and the southern area wasn't defined legally. Mr. Kehoe stated that Mr. Lundeen defined the sewer district at the last meeting, so that wasn't a fair statement. Mr. Kuhl recalls that Mr. Lundeen only referred to the existing piping as the area. Mr. Kuhl continued that there is not a defined high value spending plan and provided the district is out of debt by 2025 there will be fairly good cushion available.

Mr. Castle asked how much money is on hand. Mr. Beck said that with a \$20 reduction there will be about \$622, 000 in the reserves at the end of 2018. That is putting \$60,000 per year in the kitty, if there is no reduction it would be \$100,000 per year.

Mr. Kehoe said a typical capital plan is for 10 years, which we don't have. This is not the fault Municipal Authority, they are volunteers with many backgrounds. We chose as a township to not really invest in an engineer and the operating authority closed.

Mr. Jackson stated that he was the Chairman of the Operating Authority. There were very small proposed rate increases and the sewer customers demanded the authority stop. A questionnaire was sent out asking if the Authority Board should remain or if the Supervisors should run the sewer system. The response was 62% in favor of the Supervisors running the authority, then they doubled what was proposed.

Mr. Beck suggested we focus on covering costs and less on building a kitty. The northern district could borrow money if needed in the future.

Mr. Jackson added that he has been involved with the sewer since it started and he is still involved with the Dillsburg Authority. They have reduced rates in some districts, while increasing rates in other districts. Mr. Kehoe added that in trying to define a proper buffer the main recommendation was to get a plan established to have something to work with.

Fire Company Budget – Ms. Araiza has negotiated with the Fire Company and came to an agreement to keep the townships budget as is and work within their operational line items, which made room for the Fire Company to pay for \$8,000 of the radios and cover the possible pay increase for the part time driver. The fire equipment fund will pay \$14,000 toward the radio replacement. This will keep the Fire Company within the same budget and there will be no tax increase.

Mr. Kuhl clarified that the building painting is being pushed back. Ms. Araiza said yes.

Mr. Kehoe stated that the Fire Company is spending more, and requesting more. He is concerned of our ability to be able to afford this. Mr. Kuhl added the lack of volunteers is also an issue everywhere, not just here.

TRINDLE STATION PH. 2, SECTION 3, 4, 8 & 9

Mr. Tamanini would like to build 40 more homes in these sections. He also plans to be ready to go with section 5 in the spring. The Planning Commission has recommended approval for this plan and granting the waivers. Mr. Rogalski added that his comment letter dated 9/28/17 has been worked through.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the 5 waivers listed in Mr. Rogalski's memo dated 9/28/17 to the Planning Commission for Trindle Station Phase 2, Section 3, 4, 8 & 9.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the Trindle Station Phase 2, Section 3, 4, 8 & 9 Final Subdivision Plan contingent upon satisfaction of Mr. Rogalski's comments dated 9/28/17.

SAUVE, NOLEN & GIPSON FINAL SUBDIVISION PLAN

Eric Diffenbaugh was present on behalf of his clients. He explained that this is a subdivision for an estate settlement. Two properties are getting lot additions and then the main house and barn will remain. Mr. Rogalski's comments have been addressed and there was a request for 4 waivers. Planning Commission has recommended approval.

Mr. Rogalski said they are basically just moving lot lines. There was a wetland waiver request which will require a note to be added to the plan. Also item B5 in the memo was additionally requested as a waiver. Mr. Diffenbaugh agreed to the conditions.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to approve 4 waivers, 3 listed on Mr. Rogalski's memo in addition, to item B5 on the memo. For waiver C2 will require general note on the plan in regarding the presence of wetlands and any future improvements would require a wetland delineation and/or permitting.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the Sauve, Nolen & Gipson Final Subdivision Plan contingent upon satisfaction of Mr. Rogalski's comments dated 9/28/17.

PRIVATE REQUEST TO REVISE THE ON-LOT PLAN

Mr. Pykosh explained that a letter was received DEP regarding a resident who made a private request to revise the pumping requirements. DEP will accept comments from the township. The Planning Commission has recommended to keep the 3 year pumping requirement as is. Mr. Pykosh provided a response letter to DEP for the Board to review. He is also waiting for any comments from Mr. Wargo. Ms. Araiza asked if we should contact the Cumberland County Planning Commission to see if their response is going to be similar to Monroe's.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to forward the response letter DEP regarding the private revision request once comments are received from Mr. Wargo and CCPC has been contacted.

STAFF COMMENTS

Mr. Rogalski provided a draft resolution for review to update the road dedication process, just by clarifying dates. He would like to address this at the next meeting.

Mr. Rogalski stated the work at the Leidigh Pump Station has been done and the final bill came in at \$18,600. He would like to ask for authorization to pay this bill. He added that there was an issue where an overflow occurred and Pennoni expended time during this issue. He is

looking to have PSI complete a few additional items in exchange for the extra time Pennoni was paid for.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to approve paying PSI \$18,600 for the Leidigh Pump station work.

Mr. Pykosh said that the Hoefling's have appealed the court's decision and it will go to the Commonwealth Court.

Mr. Kuhl suggested that a Monroe Proud certificate be prepared for Mary Murray to acknowledge her service to Monroe Township.

Mr. Kehoe mentioned that there is a rumor circulating that the Monroe Acres Park is going to be replaced with a storm water detention pond. He wanted to make a statement that it is the township's desire to work and make the park better. We may need to improve the storm water management over the next 5 years, but there is no intention of doing away with the park.

Mr. Castle recognized Greg Hertzler of the Department of Public Works, for his recent achievement of becoming a Road Scholar through LTAP. He achieved this by attending 10 courses relating to different roadway maintenance, safety and new technology for the Department of Public Works. Mr. Castle asked that a letter be sent to Mr. Hertzler from the Board. Mr. Kehoe agreed and said that Mr. Hertzler invested in himself and in the township by completing this.

Mr. Castle asked to keep the Troops, Police Officers, First Responders and those affected by hurricanes in your thoughts. He added that the Pumpkin Fest will be held October 20th from 6 PM to 8:30 PM. Trick or Treat will be held on October 31st from 6 PM to 8 PM. Election Day will be held on November 7th.

Mr. Castle's trivia question was "Which president never lived in the White House?" Answer was George Washington. The quote of the day was "Be sure your feet are in the right place, then stand firm." – Abraham Lincoln. God Bless America.

ADJOURN

The meeting was adjourned at 8:55 PM.

Respectfully submitted,

Karen Lowery
Secretary/Treasurer

TO: Board of Supervisors
FROM: Dennis Nailor, Roadmaster
DATE: Oct 4 2017
SUBJECT: Roadmaster's Report

PROJECTS BEING WORKED ON

<u>Project</u>	<u>Notes</u>	<u>Estimated Completion Date</u>
Leidgh Field (baseball Diamond	Drag 2X a month spraying weeds When Needed	Ongoing
Office building	Hallways need waxed By Office	Ongoing
Tile Markers	Replacing & painting	End of Oct
Leidgh Dr & Lutztown	Drainage Work	10 / 31 / 17
W Lisburn & Brindle Rds	Remove Pine Trees & Grind Stumps	With Contractor Help
Tree in Creek	Remove Tree from Creek Contractor Help	10 / 13 / 17
Remove Tree	Churchtown	Contractor Help

PROJECTS COMPLETED

<u>Project</u>	<u>Notes</u>	<u>Estimated Completion Date</u>
Creek Rd WO 2017 - 25	Paving	9 /11 / 17
Creek Rd WO 2017 - 26	Berms Layed & Shot With Dust Oil	9 / 27 / 17
Boyer Rd WO 2017 - 19	Replace Pipe & Inlet Box	10 / 5 / 17
W Lisburn Rd & Boiling Springs RD Boiling Springs Rd & York Rd WO 2017 - 21	Crosswalks & Stop bars Replacement	10 / 3 / 17
RD Line Painting WO not Needed	Contracted out B	10 / 2 / 17

Projects Recommended:

<u>Project</u>	<u>Notes</u>	<u>Completion Date</u>
Joe Carr Field Backstop	Quotes attached	Action needed
Joe Carr Field outfield Fence	Memo attached	Action needed

MEMORANDUM

TO: Monroe Township Board of Supervisors

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

DATE: October 3, 2017

SUBJECT: September Activity Report
File Reference No. MNTP MT17

The following activities were performed during the period between 9/7/17 and 10/3/17:

ENGINEER

1. Performed construction observation of road construction activities in the Trindle Station Subdivision.
2. Submitted MS-4 Permit Renewal Application.
3. Reviewed one revised Final Subdivision Plan Trindle Station subdivision.
4. Performed a peak hour traffic count at the intersection of Sinclair Road and Trindle Road. Reviewed the proposed improvement plans for the intersection.
5. Attended one joint Board of Supervisors and Municipal Authority meeting regarding the Breeches at Allenberry agreements.

ZONING

1. Issued 10 Zoning Permits and 6 Building Permits for a total of \$846,000 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 2 meetings with residents during those periods.
4. Reviewed one complaint regarding abandoned vehicles.
5. Attended one meeting regarding the Zoning Hearing Board Application for the former Cold Springs Inn.

CAPITAL PLANNING

The following action items identified for 2017:

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 RESPONDED POSITIVELY AND MEETING PENDING.**
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. **PLANNING DOCUMENT DRAFTED AND ISSUED TO RECREATION BOARD FOR REVIEW.**
3. ACTION ITEM: Issue violation notice to resident on Sheaffer Road regarding sight distance impairment. **NOTIFICATION ISSUED, NO RESPONSE TO DATE FROM OWNER. OFFICIAL ENFORCEMENT NOTICE UNDER REVIEW BY SOLICITOR, TO BE ISSUED 10/6/17.**
4. ACTION ITEM: Issue notice to W. Lisburn Road property owner for temporary access for tree and bank removal. **WORK SCHEDULED TO OCCUR IN OCTOBER.**
5. ACTION ITEM: Complete newsletter article regarding damage to homeowner improvements to the public right-of-way by snow removal equipment and property owner responsibility for drainage swale maintenance, particularly in White Rock Acres. **SCHEDULED FOR NEXT NEWSLETTER CYCLE (OCTOBER 2017).**
6. 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. **FINAL LEGAL DESCRIPTIONS AND ROW PLATS SENT TO OWNER FOR EXECUTION.**
7. ACTION ITEM: Evaluate the placement of "Dangerous Intersection" warning signs at the intersection of York Road and Leidigh Drive/Old Stone House Road. **UNDER REVIEW.**

cc: A-File
File