

November 10, 2016
7:05 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, III, Vice Chairman
Carl Kuhl, Supervisor
Catalina Araiza, Manager

Michael Pykosh, Solicitor
Greg Rogalski, Zoning Officer
Mark Bruening, Engineer
Karen Lowery, Secretary/Treasurer

SPEAKERS FROM THE AUDIENCE

Ned Davis from the West Shore Evangelical Free Church was present to request waiver of the building permit fee for a storage building they are planning to build. The Church wants to be a good neighbor and would also like to watch their spending.

Mr. Kehoe stated that this is item #5 under new business and that this request is standard.

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 request from the West Shore Evangelical Free Church to waive the permit fee.

Jane Lerch, 683 Valley View Drive, requested that the yellow center lines be repainted on Leidigh Drive between the railroad tracks and Mr. Castle's home, specifically at the curves, to make the lanes clearer. Drivers are cutting the curve short and running people off the road. Mr. Bruening said it's late in the year, but we will check if a contractor could still do the work. Mr. Castle asked Ms. Lowery or Ms. Araiza to share this concern with Mr. Nailor to see if the work can be done.

Suzanne Sunday, 1284 High Street, updated the Board on the progress of the Asset Management program and volunteers. She stated that there have been 450 volunteer hour logged and they are moving forward. She feels that this volunteer work has saved the township over \$100,000. Ms. Sunday anticipates being done by the end of the year with this phase.

Werner Schmidt, 779 Dogwood Terrace, stated that he emailed budget questions on Wednesday afternoon and had answers by noon on Thursday. He appreciated the quick work of the office staff and this was a first that his questions have been answered. Mr. Schmidt added that at the last meeting he shared concerns of the reflectors on the Leidigh bridge peeling. They

have been replaced and he thanked Mr. Bruening for the quick action. He reiterated that the bridge project was well done.

Devin Flickinger, Holy Spirit EMS, reported that they responded to 13 calls in October and 168 year to date for Monroe Township. The Board thanked Mr. Flickinger for their service.

Randy Jackson, 314 Monroe Street, asked where we stand with paying off the Northern portion of the 2010 bond. He feels that there is plenty of money in the funds to cover this and encouraged the Supervisors to get it paid off. Mr. Jackson also asked where the delinquent accounts stand. Mr. Kehoe stated that both of these items will be covered under unfinished business.

Darlene Lynch, 284 Stumpstown Road, stated the pool next to her home has been removed, but now there is a big hole. Plus there are other items she claims to be violations that haven't been taken care of. She would like to know what is going to be done with this. Mr. Kehoe stated that the township has issued her a final response in regard to this matter and if she would like to pursue legal action against her neighbor that is her choice.

CONSENT AGENDA

1. Approval of Minutes – October 13, 2016 Regular Meeting (with minor editorial changes)
 - October 17, 2016 Special Meeting to discuss Refinancing (with minor editorial changes)
 - October 28, 2016 Special Meeting to approve Grant Applications
2. Roadmaster's Report 10/14/16 – 11/10/16
3. Zoning Officer's Report 10/14/16 – 11/10/16
4. Engineer's Report 10/14/16 – 11/10/16
5. Approve 2017 Meeting dates: January 3, February 9, March 9, April 13, May 11, June 8, July 13, August 10, September 14, October 12, November 9 and December 14, 2017.
5. Approve Advertisement of 1988 International with Municibid.com. Information will be posted on the website once the advertisement has been placed.
6. Approval of Bills (as prepared)

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 consent agenda items as listed.

UNFINISHED BUSINESS

REVIEW SEWER ACTION PLAN

Mr. Pykosh stated that since October 18th one lien has been paid off in the amount of \$1,300. Three properties are in the process of moving forward with sheriff sales of the real estate, not just personal property. The other liens have entered into payment plans.

Mr. Kuhl questioned the properties in Monroe Acres that aren't hooked to the sewer. Mr. Pykosh said that suits will be filed against those properties by the end of the year.

SMTMA PLANT UPGRADE

Mr. Bruening stated that the payment needs to be revised. He contacted Mr. Kissinger to update the information.

2010 BOND PAYOFF DISCUSSION

Mr. Kehoe stated that the 2010 bond was not refinanced and is callable at any time. He would like to table this matter through 2017 until the financing is complete and the SMTMA project is complete.

Mr. Jackson stated that Northern funds cannot be used for Southern district issues, it's not right. He will start his own campaign and send letters to the Northern district customers that bonds aren't being paid off, which would allow us to save money. Mr. Kehoe added that we are moving forward and doing better than before.

Mr. Kuhl said that the Northern district is in good financial shape. It's the people's money, so pay the debt in the Northern district since it's not earning interest. Mr. Kehoe added that we are looking at the township in broken up areas. Mr. Kuhl responded that half of the township has on-lot systems and then there are three sewer areas.

Mr. Kehoe suggested that the funds be held through 2017 and budgeted for 2018. Mr. Castled stated that this was voted on and now Mr. Kuhl is going against the vote. The two districts are being put against each other, they need to come together. Mr. Kehoe added that there should be a way to stop the "us vs. them" and find the advantage of bringing the two districts together with rates still being separate. Mr. Kuhl said this could be done during voting with a referendum.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by vote of the Supervisors it was duly RESOLVED to use excess funds to pay down the Northern Districts portion of the 2010 Bond beginning in February 2017. Mr. Kehoe voted no.

RECOMMENDATION FOR RATE REDUCTION

Mr. Kehoe said that the rate reduction was related to the interest savings on the bond refinance. He asked Mr. Bruening if the liquidated debt report showed any rate changes. Mr. Bruening said that the liquidated debt report he submitted didn't show any rate reduction. He wasn't sure if changing the rates at this point would affect the refinancing. He would defer to Mr. Pykosh for this matter. Mr. Pykosh stated that he would have to run a rate reduction past bond counsel. The purpose of the liquidated debt report is to show there is enough income to pay the debt.

Mr. Schmidt said the rate reduction would be \$60 a year. He would rather be cautious and leave the rate alone rather than receive a reduction and then have an increase in 6 months to a year.

Mr. Farrell agreed that the rate should be left as is and excess money could be used to better the system.

Mr. Beck said that it's not much of a reduction, but it shows the residents that we are moving in the right direction.

Ms. Sunday stated that as Vice Chairperson of the Municipal Authority and a Southern rate payer, the Authority is working on a plan to address issues to fix the I&I issues in stages. They are hoping to get grants to help with the project. By the end of 2017 there will be a plan for the system. There is a lot going to put the township in a better position. She feels that even a \$5 rate reduction would let people know that we are trying.

Mr. Kehoe asked Mr. Beaty what his thoughts were. Mr. Beaty agreed that keeping the rates as they are was okay.

On the motion of Mr. Castle, and seconded by Mr. Kehoe, and by vote of the Supervisors it was duly RESOLVED to keep the 2016 rates in place for 2017, there will be no rate reductions. Mr. Kuhl voted no.

RECOMMENDATION FOR SEWER METERED PROPERTIES

The Board discussed changing the mobile home park from a metered rate to a flat rate per mobile home. They all agreed that they should be on a flat rate and that there should be a multi-year step up.

Mr. Kehoe suggested a 7 year step up, which would coincide with what was done in the past with the Southern district. He would like to make this as tolerable as possible. Mr. Castle agreed that we shouldn't be too harsh with increase.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to change the Trebor Mobile Home Park from a metered rate to a single EDU rate per mobile home.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to start the rate increase, using a 7 year step up plan of \$20 per quarter per year, beginning April 1, 2017 and then increase annually from then on.

Mr. Kehoe stated that the Churchtown Church of God is the other metered property and is only 1 EDU. He suggested a 5 year step up.

On the motion on Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to change the Chuchtown Church of God to a single EDU rate beginning April 1, 2017 with a 4 year step up plan of \$20 per quarter per year.

STREET LIGHT ASSESSMENT – RESOLUTION 2016-17

Mr. Pykosh stated that he modernized the Resolution to include new developments with street lights.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to adopted Resolution 2016-17, allowing assessments of property owners benefiting from street lights.

NEW BUSINESS

2017 BUDGET DISCUSSION

Mr. Kehoe stated that a workshop was held prior to this meeting to review the Capital Projects plan to get organized and plan better.

Mr. Kehoe stated that the Fire Company is requesting a tax increase and an increase for the paid driver. Mr. Farrell stated that budget increases have been requested in the past, but the budget has just been passed at the same rate. With no increase their operation budget has been tapping into the apparatus budget. Raising the budget would help meet the operation expenses and allow apparatus funds to be put back. As for the driver, this has been going well and they would like to give a .25¢ hourly increase.

Mr. Kehoe asked if there is a shortage of drivers due to the pay. Mr. Farrell said not at this time, but when the driver was discussed pay increases were planned to keep up with surrounding fire companies. There was some discussion about the cost of living increases. Mr. Kuhl stated that there is no compelling reason for a tax increase for residents. Mr. Castle added that he is pro fire and glad the program started a year ago. Mr. Jackson added that he has lived in many different areas and Monroe's road crew and fire department are the best, we need to take care of them.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to increase the paid drivers hourly rate to \$10.10.

Mr. Castle asked why Dave is being used as a driver, is there trouble? Mr. Kehoe stated that when the paid driver was approved it was not to include any volunteer members. Mr. Farrell said there was no intention of having a volunteer drive on a regular basis. This is only done as a last resort when a driver calls off or needs to leave early. They try to get another driver to cover, but if no one is available then Dave fills in. Mr. Farrell added that this is a misunderstanding and if the Supervisors officially state a volunteer can't be a paid driver then the Fire Company will change the process. The Fire Company felt it was better to have someone driving rather than no one at all. Mr. Kehoe asked Mr. Gibson, who was on the paid driver committee, if he recalled the outcome from meetings. Mr. Gibson stated that the Supervisors didn't want volunteers to be part of the paid drivers. He said it was left that a volunteer would be used very few and far between as a fill in situation. Mr. Schmidt added that paid drivers were approved because volunteers weren't available to drive, but if a volunteer is available then a paid driver isn't needed.

Mr. Pykosh said he would like to look into this matter to clarify what the policy is to have an active volunteer fill in as a paid driver and if this is permitted.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to table the issue of a volunteer filling in as a paid driver.

Mr. Farrell stated that since the tax has not been increase it is starting to affect their operation expenses and apparatus replacement fund. The Fire Company has extended their replacement plan. They would like the tax to be increased or for some of the expenses to be adjusted, such as the workers comp insurance and the tax collection commission rate. These items were never intended to be paid from the fire service tax.

There was discussion over the amount of projected fire tax income for 2017, which seems to be increased with recent building and tax assessment increases, the workers comp annual fee of \$20,000 and the tax commission of \$10,600. Ms. Araiza said that the Supervisors had previously seemed open to covering the tax fees. Mr. Farrell suggested the township cover the workers comp and Fire Company will cover the tax commission.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED that the township will pay the Fire Company's workers comp insurance for 2017.

Mr. Schmidt asked if the loan in the Capital Projects Fund is for the building renovation and if we are getting the best rate we can get. Mr. Kehoe said that it is time to look at this and we will check on it.

2016 ANNUAL MS4 UPDATE

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to add the 2016 Annual MS4 Update to the consent agenda for December.

ZONING ORDINANCE AMENDMENTS – INTENSIVE AGRICULTURAL USES

Mr. Rogalski explained that the Planning Commission has reviewed the Intensive Agricultural Uses. This came up recently with the chicken farm Mr. Ruppert requested to build. Mr. Ruppert was just under current requirements to provide certain reports or testing. The state enforces these regulations, but this would allow the Township to make the requirements more clear to the larger, more intensive agricultural uses.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to start the formal process to move forward the Ordinance to the Planning Commission and County Planning Commission and then schedule the public hearing.

POST ISSUANCE COMPLIANCE PROCEDURE – RESOLUTION 2016-20

Mr. Pykosh stated the Bond Counsel suggested this Resolution be adopted to have post-closing procedures in place to follow required compliances.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to adopted Resolution 2016-20, which establishes Post-Issuance Compliance Procedures for Bonds or Notes.

STAFF COMMENTS:

Mr. Bruening stated the Parkview HOP has been closed.

Mr. Pykosh stated the Planning Commission approved the Subdivision and Land Development Ordinance amendments at their last meeting. Would the Board like him to set the hearing date or would they like to look at the amendments again.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to move forward with scheduling a hearing for the SALDO Amendments.

Mr. Kuhl stated that the Planning Commission has started working on a questionnaire and looking at zoning topics, but no money has been requested. And Cumberland County has offered their support.

Mr. Kehoe stated that he had mentioned paying off the General Fund portion of the 2013 Note of approximately \$40,000. Ms. Lowery looked into this and was advised to wait until January, after the financing is complete.

Mr. Kehoe proposed that effective January 1, 2017 the Roadmaster reports should include estimated start dates of projects, how long the project will take, and completion dates of projects. Mr. Kuhl and Mr. Castle agreed.

Mr. Kehoe stated that a new billing system will be in place for 2017 for the sewer billing. He would like to look at alternative payment options and/or incentives of paying all at once.

Mr. Kehoe asked if we have gotten salt for winter. Ms. Lowery said 300 ton were ordered and delivered.

Mr. Kehoe asked of an update of the Green Light Go Program. Ms. Lowery said Mrs. Wood was in touch with her contact this week and they are still waiting on the state to finish the funding information.

Mr. Kehoe said it has been a long night and thanked everyone for their input and feedback.

Mr. Castle asked everybody to remember our Troops, Police Officers and their families. He wished everyone a Happy Thanksgiving. The trivia question was "Which Queen sponsored Christopher Columbus' voyage which resulted in the discovery of America?" Answer was the Queen Isabella I. The second trivia question was "How is the presidency decided if neither candidate gets 270 Electoral votes?" Answer was the House of Representatives decide. The quote of the day was "Gratitude can transform common days into thanksgivings, turn routine jobs into joy, and change ordinary opportunities into blessings." – William Arthur Ward. God Bless America.

ADJOURN

The meeting was adjourned at 10:30 PM.

Respectfully submitted,

Karen M. Lowery,
Secretary/Treasurer

MEMORANDUM

TO: Monroe Township Board of Supervisors

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

DATE: November 1, 2016

SUBJECT: November Zoning Activity Report
File Reference No. MNTP 1601.002

The following activities were performed during the period between October 4, 2016 and November 1, 2016:

1. Issued 9 Zoning Permits and 6 Building Permits for a total of \$563,000 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 7 meetings with residents during those periods.
4. Processed and investigated three complaints related to zoning ordinance violations.
5. Attended one meeting with the new owners of the Allenberry Resort.
6. Held two meetings with representatives of UGI regarding the Sinclair Road project.

cc: A-File
File