

November 12, 2015
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, III, Vice-Chairman
Samuel M. Simmons, III, Supervisor

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

SPEAKERS FROM THE AUDIENCE

Sue Sunday, 1284 High Street, thanked the road crew for the traffic control devices that were put out for Trick or Treat. They had a successful and safe night.

Werner Schmidt, 779 Dogwood Terrace, stated that the guiderail at the intersection of Route 74 and Creek Road was recently replaced by PennDot. The portion of the guiderail on Creek Road is shorter than before and could allow cars into the creek. He asked that the township contact PennDot. Mr. Bruening will contact them.

Carl Kuhl, 153 Brindle Road, asked what the Supervisors want him to do next year. He is offering to take the point on sewers, as well as budgeting.

Mr. Kehoe introduced Carl Kuhl, as the new elected supervisor. He then asked how much Mr. Kuhl is permitted to be involved in prior to being sworn in in January. Mr. Castle suggested Mr. Kuhl be involved with the sewer while Mr. Simmons is still in office.

Randy Jackson, 314 Monroe Street, asked where we are at with collections. Mr. Pykosh stated that we have collected \$6,593 since the last meeting. The same amount was collected last month too, so we have had about a 10% reduction. We are getting to the point where we caught up with the liens, filed writs and file foreclosure actions, if needed. Mr. Jackson added that in Dillsburg sewer there are 3,019 customers and they have \$10,000 of debt. We need to do a better job. Mr. Kehoe added that this is being worked on and this item will remain as a standard item on the agenda. The goal is to have no debt. Mr. Jackson is frustrated that many customers pay their bills regularly then you have dead beats who aren't paying their bills. There is not enough pressure being put on them.

APPROVAL OF MINUTES

On the motion of Mr. Kehoe, and seconded by Mr. Castle, and by unanimous vote of the Supervisors, it was duly RESOLVED to approve the minutes of the October 14, 2015 regular meeting with minor editorial changes.

LEIDIGH BRIDGE REPLACEMENT

Mr. Kehoe explained that the Leidigh Bridge is scheduled to be replaced in the summer of 2016. There will be a detour set up for commercial truck traffic on Park Place. Kirk Stoner, from Cumberland County planning is present to provide more information.

Mr. Stoner stated that the Leidigh Bridge was posted with weight limits earlier this year. He has received more calls about this bridge than any other bridge in the area due to the agriculture community being impacted. Brian Emberg from HRG stated the bridge was looked at and moved up on the list. This will be a superstructure bridge replacement. The pillars were tested and are in good shape. A detour will be set up on state roads and to put this in place the county will need an executed memorandum of understanding.

Mr. Kehoe said that memorandum of understanding said the bridge will be closed for 8 months, but he thought he heard it would be 5 months. Mr. Emberg said initially it was 8 months, but looks like it will be closer to 5 months since the pillars are in good shape. This can be changed if the Board would like.

Several questions were previously given to Mr. Stoner regarding the project and he provided a memo answering the questions. Mr. Kehoe added that Creek Road may flood during heavy rain storms. We need to be prepared for this and make sure emergency services are aware of the detour.

Werner Schmidt added that Leidigh Road also floods near the ballfield.

A gentleman in the audience asked when the bridge was built. Mr. Emberg said the original bridge was built in the 1950's and it was widened in the 1970's.

Jane Lerch stated that the second Saturday of August the bridge to Boiling Springs will also be closed for a triathlon, this needs to be taken into consideration. She also added that the railroad should be notified that crossing cannot be closed during this time. Mr. Kehoe stated that the triathlon will seek permission from Monroe, so we will work with South Middleton Township on this. Mr. Stoner added that the railroad notification was a good point.

Mr. Emberg added that the bridge replacement is being done at this time of year, starting in June, due to stream permit restrictions in the spring and fall and they would like to minimize the disruption to school buses.

Stanley Brymesser feels like they are being penned in. If it floods, how to they get trucks in? He is concerned about the telephone pole when you make the turn from Creek Road to Leidigh Drive, this needs to be moved and the road should be straightened. Mr. Stoner explained this is beyond the scope of the bridge. Mr. Kehoe added that the telephone pole and road was a conversation for another time, but his comments were noted.

Mr. Kehoe thanked Mr. Stoner for his time and answering questions. Mr. Stoner added that if anyone has any questions or concerns his office number is 240-5381.

On the motion of Mr. Kehoe, and seconded by Mr. Simmons, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the Leidigh Drive Detour Memorandum of Understanding.

Mr. Castle stated that Mr. Stoner does an outstanding job with the county and is very helpful. Mr. Kehoe added that he also attends Monroe's monthly Planning Commission meeting.

ROADMASTER REPORT

On the motion of Mr. Simmons, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the Roadmaster's report.

ZONING OFFICER'S REPORT

On the motion of Mr. Castle, and seconded by Mr. Simmons, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the Zoning Officer's report.

UNFINISHED BUSINESS

TOWNSHIP MANAGER

Mr. Kehoe provided an update that a manager had been picked out, but things didn't work out. We have re-advertised the position with the same requirements. A new wave of applications have been received. Mr. Castle added that they would like to make a move at the next meeting.

On the motion of Mr. Castle, and seconded by Mr. Simmons, and by unanimous vote of the Supervisors it was duly RESOLVED to table the manager position.

REVIEW SEWER ACTION PLAN

Mr. Pykosh stated that he provided an update on this during public comments.

SMTMA PLANT UPGRADE

Mr. Bruening stated that there is nothing new to report. Payments have been reviewed and approved for the True Up Costs, on-going project costs, and a portion of the additional capital cost charges.

Mr. Kehoe added that the Leidigh pump station is being updated. The pumps were at the end of their life. The new pumps are in and this will cost approximately \$150,000.

TOWNSHIP PHONE SYSTEM UPGRADE

Mr. Kehoe stated that this upgrade will give us a newer, more modernized service and save the Township about \$500 per month. Mr. Pykosh has reviewed the agreement and the terms and conditions.

On the motion of Mr. Simmons, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to move forward with the phone upgrade with Comcast.

SALT SHED UPDATE

Mr. Kehoe stated that the project is underway and we are working with the insurance company. The insurance company is not sure why the rebuild is costing so much, but they are working with our professionals on this. Mr. Bruening added that he spoke with Selective's adjuster to explain that new building codes were met, the codes officer reviewed the plans and prevailing wage had to be taken into account. He also provided the bids that were received showing we chose the lowest bidder and provided design drawings.

Mr. Castle added that he has been at the site every day and the structure looks much sturdier. He also spoke with Mr. Pykosh about the insurance issue.

PART TIME PAID FIRE FIGHTER

Mr. Farrell reported that the paid fire fighter position started a little over a week ago. There are currently 6 drivers in the pool to cover the next two months. They may decide to add a few more drivers. He added that the only thing that needs worked out is the transfer of funds. The fire service tax is transfer three times a year. Mr. Kehoe asked

if this was often enough or if it needs to be increased. Mr. Castle and Mr. Farrell thought quarterly would be better. Mr. Castle suggested the auditors be consulted.

Mr. Castle stated that he feels better having the paid driver in place. These are professional fire fighters who can assess the situation and get back up manpower.

VERIZON TOWER

Mr. Pykosh stated that he was finally able to nail down a draft land lease agreement with financial terms and a proposed landscape plan. The annual rental would be \$21,600 with 3% per year increases. The first two years on rent would be paid up front. The term would be for five years with four five year extensions and then one additional extension for four years and eleven months.

Mr. Pykosh added that he is looking for guidance on other cell phone company's connecting to this tower and there are two options to consider. First, we could charge a per month amount, a suggestion of \$150 was given and yearly increases are possible. Or we could choose to negotiate independently for a price.

Mr. Kehoe can see benefits to both ways of doing this. He feels we need to do whatever is financially best for the township. He added that in the first ten years of the tower the township will receive over \$250,000 in revenue.

Mr. Simmons is in favor of the individual agreements.

Mr. Pykosh added that Mr. Rogalski will be involved with the landscaping and buffer. Mr. Castle suggested that Dennis Nailor also be involved in this.

On the motion of Mr. Castle, and seconded by Mr. Simmons, and by unanimous vote of the Supervisors, it was duly RESOLVED to table the Verizon tower draft agreement.

Cass Gibson questioned that Verizon will pay \$2,000 per month for the tower, but another company can come in and stick something on the tower for \$150 per month, is this something we could negotiate. Mr. Rogalski stated that Verizon will own the tower and have their own sub-lease agreement.

Werner Schmidt asked if the 3% annual increase was for the 29 year agreement. Mr. Pykosh responded that the 3% increase was for the duration of the agreement.

Carl Kuhl asked if the tower would be removed when obsolete. Mr. Pykosh said yes, that is part of the agreement. Mr. Kuhl also asked about liability coverage for

transformer issues. Mr. Kehoe stated that Verizon is leasing land from the township, sub-leases would have to negotiate that with Verizon.

NEW BUSINESS

2016 BUDGET

Mr. Kehoe stated the tentative budget has been posted and advertised. The auditor met with Ms. Lowery and Mrs. Wood to review the budget and we received exceptional feedback. The budget is structurally sound. When starting the budget process next year we will have the opportunity to restructure some of the items to be more detailed with the revenue, expenses and carry over. The auditor complimented Ms. Lowery and Mrs. Wood for their work on the budget, they picked up a lot. This year was also the first year the Municipal Authority Board and Mr. Bruening reviewed the sewer budgets. Next year a manager will be in place to work with Ms. Lowery, Mrs. Wood and the Municipal Authority to create a new budget layout.

On the motion of Mr. Castle, and seconded by Mr. Simmons, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the 2016 budget of all funds in the amount of \$7,193,435.00.

Mr. Kehoe added that there are no tax increases, there was actually a reduction on the street light tax.

2016 SUPERVISOR MEETING DATES

On the motion of Mr. Castle, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to set the 2016 meeting dates as follows: January 4, February 11, March 10, April 14, May 12, June 9, July 14, August 11, September 8, October 13, November 10, and December 8.

CV LITTLE LEAGUE FUNDRAISING IDEA

Teresa Stepp, Treasurer of CV Little League was present. She requested use of the township parking lots for a yard sale in the spring to raise money for lights at Founders field. The front parking area would be used for the yard sale, the back parking would be used for parking and they would have the concession stand open. She also asked about using the tables from the rental hall.

Mr. Kehoe said that use of the tables should be fine. The field rental agreement could be used for this event. He asked if there was a date and if the Little Leagues

insurance would cover this event. Ms. Stepp is not sure of the exact date, but would like to hold the event the same weekend the Churchtown Church of God hosts their yard sale. And the Little Leagues insurance would cover this, she will provide a certificate.

On the motion of Mr. Kehoe, and seconded by Mr. Simmons, and by unanimous vote of the Supervisors it was duly RESOLVED to approve CV Little League's use of the township facilities to host a yard sale in the spring.

2015 MS4 UPDATE

Mr. Kehoe explained that the MS4 program is an EPA stormwater compliance program. Mrs. Wood has picked up the administration of the program. In 2015 as of mid- October the township has spent \$11,107.67 and the budget for compliance in 2016 has been increased to \$40,000.

Mr. Kehoe gave an overview of the items Mrs. Wood provided in a memo regarding Public Education, Public Participation, Illicit Discharge Detection & Elimination, Construction Site Stormwater Runoff Controls, Post-Construction Stormwater Management in New and Re-Development Activities, and Pollution Prevention/Good Housekeeping for Municipal Operations. Mrs. Wood also suggested that annually the employees and professionals meet to review, educate and updates everyone involved.

Mr. Simmons asked if anyone is attending the upcoming training. Ms. Lowery stated that three employees were going to be attending the training. Mr. Simmons added that Swatara Township was audited and paid a fine of \$250,000.

Mr. Kehoe stated that this program is another unfunded Federal mandate. Of course we all want clean drinking water, we all want to act responsibly and want to be sustainable in our operations and our daily lives, but figuring out how to pay for these types of unfunded programs in very frustrating.

PLANNING COMMISSION – POTENTIAL CANDIDATES

Mr. Kehoe stated that reappointment time will be here in January. Two residents have expressed interest in serving on the Planning Commission. He asked if there would be value in meeting these individuals before the December meeting. In January they could choose between the three candidates to serve and help the township.

Mr. Castle suggested the set a date and invite Carl Kuhl. The Board agreed to invite these individuals to meet prior the next meeting on December 10th at 6:00 PM and 6:20 PM.

Mr. Kehoe also mentioned that Ed Rogers, who is one of Monroe's representatives on the Dillsburg Area Authority has notified us that after 15 years of service he will be stepping down. Randy Jackson suggested that Mr. Kehoe contact Mr. Rogers. Mr. Kehoe suggested the idea of sending out a mailer to the Monroe Acres area to see if anyone would be interested in volunteering for this position.

ASSET MANAGEMENT WORK GROUP

Suzanne Sunday stated that the Municipal Authority is embarking on a project to manage our assets by creating an electronic record of the sewer system assets. Having this information accessible would be helpful when grants become available. The data is currently in stacks of paper, so she is looking for volunteers to move the information from paper to a database. There are currently five volunteers and two more possible volunteers. A group of eight people to be trained in January would be ideal. Anyone interested in volunteering is asked to call the township office with contact information.

TRINDLE STATION BOND REDUCTION REQUESTS

Mr. Bruening explained that Trindle Station Phase 2, Section 7, Lots 6A and 6B has requested a release of the sewer bond for \$5,500. In the past a maintenance escrow has been established for 15% of the actual cost of construction for an 18 month period.

On the motion of Mr. Simmons, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to release the sewer bond for Phase 2, Section 7, Lots 6A and 6B in the amount of \$5,500 once a maintenance escrow is established for 15% of the construction costs for an 18 month period.

Mr. Bruening stated that Trindle Station Phase 2, Section 7, Lots 6A and 6B also requested a release of the public improvements bond for \$1,179.70. In the past a maintenance escrow has been established for 15% of the actual cost of construction for an 18 month period.

On the motion of Mr. Simmons, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to release the public improvements bond for Phase 2, Section 7, Lots 6A and 6B in the amount of \$1,179.70 once a maintenance escrow is established for 15% of the construction costs for an 18 month period.

Mr. Bruening reported that Trindle Station Phase 2, Section 1, Lots 30 and 39 requested a release of the bond, but upon inspection of the improvements it is noted that they were not complete. Mr. Bruening is recommending a release of \$9,580.28 and holding the remaining portion of the bond \$3,897.67, until the improvements are made.

On the motion of Mr. Simmons, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to release \$9,580.28 of the bond at this time and hold \$3,897.67 of the bond until the improvements are made.

FIRE COMPANY ALARM SYSTEM

Mr. Kehoe stated that the fire company doesn't have smoke alarms in the building and this needs to be fixed since the township owns the building. Prices were obtained and submitted. The township currently has smoke, fire and a panic alarm through DanaTech. He suggested we check with DanaTech to also obtain a quote.

On the motion of Mr. Castle, and seconded by Mr. Simmons, and by unanimous vote of the Supervisors it was duly RESOLVED to contact DanaTech to obtain a quote for fire alarms at the fire house.

TRINDLE STATION PHASE 2, SECTION 6 – DEDICATION OF SEWERS

Mr. Bruening stated that he reviewed the submission and the only outstanding item is paying any outstanding fees prior to the dedication. As built plans, maintenance agreement, legal descriptions and plats, and release of liens have been satisfied.

On the motion of Mr. Simmons, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to accept the Dedication of Sewers for Phase 2, Section 6 once all outstanding fees have been paid.

PETER MELNICK – BRINDLE ROAD, LOT 7 – STORMWATER

Andrew Sheely, attorney, along with Mr. & Mrs. Melnick were present. Mr. Sheely stated he has been working with Mr. Bruening and Mr. Pykosh for about a year looking at the Goodhart Farm subdivision. Mr. Melnick provided a summary and pictures of some of the issues that he has experienced. Mr. Melnick needs some help and it's the township that has the authority to enforce the stormwater management ordinance on the approved subdivision plan. He is now experiencing much more water runoff than he did before this subdivision plan existed. Pipes that exit from the retention pond just

shoot water out toward the road and some do not have baffles on the ends. The water needs to be contained on the lot instead of being pushed to someone else's lot.

Mr. Melnick added that the pipe under the roadway only has 3-4 feet of township property right-of-way. Water flows down his property about 85' and then enters Mr. Marchi's property. The house being built at 184 Brindle is just going to bring more water his direction. He is asking for the Board's help.

Mr. Bruening stated that the Goodhart subdivision was done by McNaughton. They posted a bond and each lot is to have its own little detention facilities with a pipe coming out and an orifice plate to regulate the water that flows out. McNaughton was to make improvements along the road by widening the ditches and replace the culvert pipe. The pipe that is in place now has been there for a long, long time. A letter was sent to McNaughton giving a 60 day notice to make the required improvements. The improvements will not going to attenuate any runoff, it will allow the water to run in the ditches in a grass swale and into the culvert pipe. Hampton Construction contacted Mr. Bruening regarding these required improvements. Mr. Bruening asked about moving the pipe down toward the end of Mr. Melnick's property, which was fine but the additional cost would need to be covered. Mr. Bruening has also inspected the 4 lots and sent out recommendations to make improvements such as install the orifice plate.

Mr. Marchi asked what is going to be to be done about this issue. He had given permission 35 years ago for the culvert pipe to be installed and now all of this water is going on him. He mentioned that there was an old french drain on the Goodhart property that had been used and there was never any water that came across the road.

Mr. Castle asked if the french drain could be used. Mr. Bruening said he can take a look at the area to minimize the problem and find a solution.

SPERANZA KENNEL

Steven Catalano asked where the matter stood regarding the Speranza Kennel on Brandt Road. The dogs were off leashes last week. He and his family are in fear when they go outside to enjoy their yard. Pit bulls are banned in 700 cities.

Mr. Roglaski responded that he sent a violation notice to Mr. Guido for the kennel and barking dog ordinance and a stop work order regarding construction of the kennels. There is a time period that Mr. Guido has to comply. Mr. Guido could choose to apply for a Conditional Use hearing to please his case. Kennels are permitted in this zone if approved at a Conditional Use hearing. The township doesn't have a vicious dog

ordinance, so that would be up to the Board of Supervisors. Mr. Kehoe added that we have to keep in mind that this kennel is also next to township fields and parks.

BILLS

On the motion of Mr. Castle, and seconded by Mr. Simmons, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the bills as prepared.

STAFF COMMENTS:

Mr. Simmons congratulated Mr. Kuhl as the new Supervisors. And wished everyone a Happy Thanksgiving.

Mr. Simmons stated that the Northern Sewer District is in good shape, but the Southern District is suffering. He suggested the Board think about combining sewer districts.

Mr. Kehoe stated that he has seen surrounding areas selling off their sewer systems and treatment plants. In 2016 we may need to seriously evaluate the potential sale of our sewer system to a private company. We have heard wide ranging responses to this question in the past; from yes we can sell the system; to it's not possible; to it's not worth it, but it seems like we owe it to the township to at least research this and have a conversation. He wonders if the other Supervisors support this idea and if so should the Municipal Authority should start looking into this. If this is not a possible solution then we need to look at more dramatic changes as to what is best for the township as a whole to efficiently operate this districts.

Mr. Simmons add that the Northern District could be sold, but the Southern District is doubtful. There is a whole list of problems, but it's a possibility.

Mr. Castle was in favor of looking into selling the system to a company that could fix them up.

Mr. Pykosh said that the Municipal Authority could make a recommendation. They could have companies come in to talk about the sale of the system and also talk with bond counsel. The process will take a while.

Mr. Kehoe has an application from Austin Freeman, a Boy Scout who would like to install a bulletin board at the community garden area and also a horseshoe pit near the pavilion as his Eagle Scout Project. An area for the horseshoe pit was agreed upon.

On the motion of Mr. Simmons, and seconded by Mr. Castle, and by unanimous vote of all members it was duly RESOLVED to move forward Austin Freeman's Eagle Scout Project of a bulletin Board and a horseshoe pit.

Mr. Kehoe added the Mechanicsburg Composting is interested in working with Monroe to allow some residents to take composting to their site. They will get back in touch with us with a more formal proposal of what they would consider.

Mr. Kehoe wished everyone a Happy Thanksgiving. Mr. Kehoe congratulated Mr. Kuhl on this election and we look forward to serving with you.

Mr. Castle asked everybody to remember our Troops and Veterans Day yesterday. He wished everyone a Happy Thanksgiving. The trivia was – What was the last name of the president whose first name was Millard? Answer – Fillmore. The quote of the day was “While only one day of the year is dedicated solely to honoring our Veterans, Americans must never forget the sacrifices that many of our fellow countrymen have made to defend our country and protect our freedom.” – Randy Neugebauer. God Bless America.

ADJOURN

The meeting was adjourned at 10:10 PM.

Respectfully submitted,

Karen M. Lowery,
Assistant Secretary