

May 12, 2016
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
Carl Kuhl, Supervisor

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

SPEAKERS FROM THE AUDIENCE

Suzanne Sunday, stated that the Asset Management group has volunteered 165 hours since February 29th. The Northern District and the Valley areas are mostly done, but they have hit a wall in the White Rock area due to missing plans. She will create a list of areas that are missing plans and will be meeting with Mr. Bruening next week.

Mr. Kehoe said this is fantastic. We have talked about this project for several years and this is the first large step to get a better grasp of the sewer system. He added that he had heard a story that when Penn Products vacated the former office plans were found and turned over to Sandy McCorkel. Mr. Bruening said he would try to contact Ms. McCorkel.

Jake Benton, 656 Spring Lane, stated that he has had ongoing drainage issues in front of his home. The swale fills up with sediment and then runs out towards his garage. He appreciates the township looking at this matter and is anxious to find out what can be done.

Mr. Bruening provided a set of pictures of the area and suggests putting a culvert pipe under Mr. Benton's driveway and a tree will need to be removed. The road crew can regrade the pump station lane again to make sure it goes down the lane.

Mr. Kehoe felt this would be a one house solution and then increases the risk to the home on the downhill side of the pump station lane. He asked if it would be possible to keep the water along the road until it would reach the little stream at the bend. Mr. Bruening said the water could be piped all the way down. Mr. Kuhl asked if Liquid Fuel funds could be used for this.

Mr. Benton added that he spoke with his neighbor, Mr. Meckler, and the hope was to get the water pas the houses. He doesn't want to transfer any water onto his neighbor.

Mr. Bruening said a berm could be created to keep the water in the swale, but Mr. Benton doesn't want to lose any more trees.

Mr. Kehoe said he has been dealing with issues at this property for 16 years. Based on the budget and capabilities of the township, they handle issues as they arise. The homeowners need to keep leaves and debris out of the swales. He suggested Mr. Bruening and Mr. Nailor look at this location again to provide a 2 house solution and get a cost estimate together. This matter was tabled.

Dave Holmes, 335 Brindle Road, shared a safety concern at the intersection of Lisburn Road and Brindle Road. The grass is high and would like to know if there are laws that make the homeowner responsible. The telephone pole is also in the way and when the corn is up it is planted out to the edge of the field. He also provided photos of the intersection and sight distance based on when he stopped at the stop sign and where he had to inch out to be able to see. He stated that he trimmed the weeds twice last year just to be able to see and recently he almost to hit pulling out here.

Mr. Bruening said that Lisburn Road is a state road, so we would need to have a discussion with Penn Dot. He said that mowing could help some and added that telephone poles aren't considered to be visual impairments.

Mr. Kehoe said we will contact Penn Dot to get the process for a solution started and we will notify Mr. Holmes of the solution. Mr. Holmes asked if the grass can be cut. Mr. Kehoe said they would talk to Mr. Nailor.

Mr. Kehoe announced that an executive session was held at 6 PM to discuss possible litigation.

APPROVAL OF MINUTES

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 minutes of the April 14, 2016, regular meeting with minor editorial changes.

ROADMASTER REPORT

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 Roadmaster's report.

Mr. Kehoe added that he spoke with the road master in regards to picking up political signs that are still out in their daily travels.

Mr. Kuhl said that the pole at the corner of Leidigh Driven and Creek Road can be moved at the expense of Centurylink.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to move the pole back as far as possible within the right-of-way.

ZONING OFFICER'S REPORT

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 Zoning Officer's report.

UNFINISHED BUSINESS

TOWNSHIP MANAGER

Mr. Kehoe stated that this process was started a year ago. An offer has been authorized and has been accepted. All of the prerequisite criteria has been met. There is a Resolution that needs to be adopted to hire the manager.

Mr. Pykosh stated that the Resolution is required by Second Class Township Code. Bonding is required and has been approved at 1.5 million. The job description and Ordinance 1991-1 is also attached to the Resolution. A start date needs to be established.

Mr. Kehoe said that the upcoming manager, Catalina Araiza, is from Hampden Township and has lived in the area for quite a while. She has a skill set and background that made her a good candidate.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by vote of the Board, it was duly RESOLVED to adopt Resolution 2016-11 appointing Catalina Araiza as the township manager with a start date of June 6, 2016.

Mr. Kehoe welcomed Ms. Araiza to Monroe Township. This is a family environment and she will get into other information as the process naturally progresses.

Mr. Pykosh asked that the contract be executed by Ms. Araiza and returned.

REVIEW SEWER ACTION PLAN

Mr. Pykosh provided an update that approximately \$6,000 has been collected since April 25th. He has performed title searches to possibly move forward with foreclosures.

SMTMA PLANT UPGRADE

Mr. Bruening stated there is an invoice for \$141,905.10, which looks to be in line. He added that SMTMA is to provide an updated schedule next month. Mr. Kehoe asked if Mr. Bruening has been attending the monthly meetings. Mr. Bruening said everything

looks to be heading in the right direction, so he hasn't been attending. Mr. Kuhl asked that Mr. Bruening check in at a meeting.

VERIZON TOWER

Mr. Pykosh said that he presented a counter offer to Verizon's attorney regarding the fees and a time frame to start the tower. He hasn't heard back at this time.

The Board of Supervisors tabled this matter.

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE DRAFT

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to direct Mr. Pykosh to move forward with advertising the Subdivision and Land Development Ordinance and setting a hearing date.

SEWER RULES AND REGULATIONS

Mr. Pykosh said that this could be adopted through a Resolution next month and a hearing isn't needed.

Mr. Kuhl asked if the meter readings and billing are in the Rules and Regulations. Mr. Bruening said there is a section in there about meters and rates.

The Board agreed to table this matter to review the meter information. Mr. Bruening was asked to send a redline copy to the Supervisors.

BURNING POLICY AMENDMENTS

Mr. Kuhl said that Mr. Pykosh sent out 2 model ordinances that regulated domestic burning to certain household items and not items hauled in from elsewhere and also listed items that can't be burnt.

Mr. Kehoe questioned if it would be more efficient for Mr. Kuhl to work with Mr. Rogalski and Mr. Pykosh to create a draft ordinance that would be more definable and more actionable. Mr. Kuhl said he would take the lead on this and report back. Mr. Rogalski added that it might be best to create a list of what can't be burnt.

Mr. Kehoe added that he needs to talk with Dave Heckert regarding the assistance of the paid driver with unpermitted burning when the Fire Marshall isn't available.

Mr. Castle stated that he is not into changing a lot of the ordinance. He in favor of not allowing toxic items, trash and construction materials.

TRINDLE ROAD/SINCLAIR ROAD SIGNAL

Mr. Kehoe said that a letter has been sent to Silver Spring Township with feedback to move forward with the design and planning for a single traffic light and also keeping access from Trindle Road to Bare Road unrestricted. He said that this matter wasn't discussed at the Supervisors meeting last evening. Alpha Engineering was directed to update the traffic study to see if the no restrictions onto Bare Road is viable. Mr. Kehoe did talk to the Silver Spring Township Manager who said that Alpha has already created the design for a traffic light and a fully restricted Bare Road, which was not discussed or agreed to. Alpha also reported to Silver Spring that the school district didn't have any concerns with the project and supported Alpha the design. After Mr. Kehoe spoke with two Cumberland Valley Board members, who in turn followed up with the District's Business Manager and Transportation Manager he found out this was not the case and that Alpha never spoke with them about their proposed plan to restrict turns onto Bare Road. He added that we are engaging with Silver Spring Township and will need to determine who is going to work on what part of this project as we sort through the process. We have requested updated information that everyone will need to design this intersection. Mr. Kehoe added that the School Board members are going to formally ask the School District management to prepare a position statement to submit to Silver Spring expressing their desire to keep Bare Road open.

Mr. Bruening stated that he has contacted Penn Dot to make sure they are aware of our interest and involvement in this process.

NEW BUSINESS

AMEND RECYCLING ACT 108 FROM 2010 – RESOLUTION 2016-08

Mr. Kehoe said the Capital Region Council of Governments requested municipalities consider adopting a Resolution. He added that currently there is nowhere to recycle television or electronics.

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 2016-08 Calling on the State to Amend the Covered Device Recycling Act, Act 108 of 2010.

TRINDLE STATION PHASE 2, SECTION 7 – BOND REDUCTION

Mr. Bruening stated that the As-Built plans have been received and approved. He recommends release of the Bond.

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 Bond Reduction Request for Trindle Station Phase 2, Section 7.

2015 FINANCIAL REVIEW WORKSHOP

Mr. Kehoe said that the 2015 Audit has been completed and he would like to schedule a public workshop to allow the auditor to give a summary recap. This would also kick off the budget process for 2017. Ms. Lowery and Mrs. Wood will be working on restructuring the budget format to improve clarity and show the carry over amounts. Members of the Municipal Authority have been reviewing the sewer accounts and the goal will be to bring everything together. He would like the new manager to also be involved with this process, along with Gary Page from the Planning Commission. He added that a Budget Timeline has also been provided.

Mr. Kuhl suggested that a separate workshop be held to focus on sewer information, such as, debt and billings. Mr. Kehoe likes this idea, but is worried about time. Mr. Castle felt this would provide a good opportunity to all involved.

The Board agreed to hold a public workshop on June 29th from 6 to 8 PM. The auditor will review the audit from 6 to 7 and from 7 to 8 he will focus on the sewer funds.

Mr. Kuhl stated that Resolution 2015-21 is hard to decipher the meter billing process and needs to be reviewed, corrected and clarified. This impacts charges for next year. Mr. Kehoe said that the Municipal Authority needs to provide a summary and recommendation to the Supervisors review and act upon.

Mr. Kuhl added that the 2 people reviewing the financial information would like to meet with bond counsel to get some questions answered. Mr. Kehoe asked if the Supervisors are the ones who should be meeting with bond counsel. Mr. Kuhl will ask for the questions to be submitted in writing for the Supervisors to review. Mr. Pykosh added that in the past some questions were given to him and he contacted bond counsel.

GENERATOR MAINTENANCE OPTIONS

Mr. Kehoe said that several quotes were obtained. The road crew and the Municipal Authority recommended H.B. McClure. H.B. McClure does not charge a mileage fee.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to approve H.B. McClure's quote of \$2,885.00 to provide annual service to the seven generators and provide regular maintenance.

AUTHORIZE TRASH/RECYCLING REVIEW

Mr. Kehoe said that a draft RFP should be ready for the next meeting. Mr. Pykosh said that the RFP is pretty standard and it is close to being done.

Mr. Kuhl asked that we make sure leaf and grass collection is in the contract. Mr. Kehoe stated that an option to that may be regaining access to the Mechanicsburg mulching area.

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 review of the Trash and Recycling RFP.

REDISTRICTING REFORM – RESOLUTION 2016-09

Mr. Kuhl stated that until he knows how the independent citizens redistricting commission will be selected and what methods will be used for the redistricting he is not comfortable moving forward with this.

Randy Jackson said currently Congress picks the voters, it's not the voters picking Congress. He is 100% comfortable and in favor of this.

The Board agreed to table this matter to gather more information.

TRANSPORTATION CROSSOVER TRAFFIC 81 – RESOLUTION 2016-10

Mr. Kehoe didn't see the relevance of the effect for Monroe Township. Mr. Castle felt that this could save a life and should be supported. Mr. Rogalski added that other municipalities have felt the same way, but have decided to support the Resolution due to the fact that many residents do travel on 81.

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 2016-10 supporting the installation of protection devices in grassy medians on Interstate 81.

HELEN BEAMER – SEWAGE MODULE

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to approve submitting the Helen Beamer Sewage Module to DEP.

HOLY SPIRIT EMS – ADVISORY BOARD

Mr. Kuhl said that he spoke with Devin Flickinger, a member of the Holy Spirit EMS, and they would like someone with business experience on the Board. Mr. Kuhl volunteered to attend these meeting. Mr. Kehoe said we can start with this and maybe after some time Ms. Araiza could attend.

BOILING SPRINGS TRIATHLON

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 Boiling Springs Triathlon to be held on August 6, 2016.

INSURANCE RENEWAL

Mr. Kehoe reviewed the rates and said that most of the increase is due to the increase in property value from the new salt shed. He added that Kocman Insurance recommends an increase in the back wage claims for employees. Mr. Kehoe felt that deductibles should be reviewed and possibly increased.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to renew the Insurance Policies for June 1, 2016 – June 1, 2017, along with increasing the Back Wage Claims amount as suggested and reviewing deductible amounts over the next few months.

ROAD MATERIALS BID

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 list of Road Materials to be advertised for bidding.

SEWAGE PERMIT FOR LOT #7 BRINDLE ROAD

Mr. Kehoe explained that Tim Wargo, the Sewage Enforcement Officer, contacted them requesting approval to issue a sewer permit for reconstructive planning for Lot # 7 of the Marchi Subdivision on Brindle Road.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to accept Lot #7 only to do a reconstructive permit.

BILLS

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 bills as prepared.

STAFF COMMENTS:

Mr. Bruening stated that he will be meeting with Glenn Smith at the Cumberland Valley Brethren in Christ Church regarding the drainage.

Mr. Kuhl mentioned recognition of Pat Vance. The Board reviewed example of a plaque that was provided. Mr. Castle said that he preferred the quote by Winston Churchill. The Board agreed to move forward with getting a plaque.

Mr. Kehoe stated that a quote was provided for computer equipment for the new manager. We did look at a lease option, but it isn't worth it at this time.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to purchase a Notebook for the Manager, not to exceed \$3,000.

Mr. Kehoe explained that according to the Employee Manual policy Ms. Lowery has vacation time that she must use by July 24th or she will lose the time. He added that this past year has been a unique situation and she has used as much vacation as possible. The Board needs to decide if they will pay out the unused vacation time or must it be used.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to pay the Secretary/Treasurer for any unused vacation time in the pay period prior to July 24th due to the unique situation of the past year.

Mr. Kuhl stated that the Home Defense Seminar will be held on May 26th at 7 PM.

Mr. Kehoe welcomed Catalina Araiza to the Township. He added that the staff and professionals work together in a partnership and are valuable resources.

Mr. Kehoe stated that Charles Heinze, a member of the Recreation Board, has resigned from his position. Mr. Heinze has been very helpful over the years by allowing Senior Day to be held at Allenberry and supplying treats for certain events. The Board asked that a thank you letter be sent.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to accept Mr. Heinze's resignation from the Recreation Board.

Ms. Sunday stated that a Memorial Day Ceremony will be held at the Mt. Zion Cemetery on May 30th at 10 AM. Bill Castle will be the Master of Ceremonies and Tom Faley will be the speaker. If there is rain the event will be held at the township building.

Mr. Castle asked everybody to remember our Troops, Police Officers and their families. He stated that Community Day will be held on June 18th starting at 4 PM and volunteers are needed. The trivia question was "What are the lettered tiles made out of in the game of Scrabble?" Answer was wood. The quote of the day was "The greatest mistake you can make is to be continually fearing you will make one." – Elbert Hubbard. God Bless America.

ADJOURN

The meeting was adjourned at 9:10 PM.

Respectfully submitted,

Karen M. Lowery,
Secretary/Treasurer