

September 10, 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

Carl Kuhl, 153 Brindle Road, thanked the Board for the efforts to clean up the right-of-way at Brindle Road and Lisburn Road.

Devin Flickinger, Holy Spirit EMS, reported there were 15 calls in August and 3 so far in September. Year to date there have been 107 calls. He also thanked the Board for their support.

John Aigeldinger, 1447 Lutztown Road, stated that is have been five months since he requested the Comprehensive Plan be put on the website. Second, he questioned why the 2015 minutes were not on the website. Third, he asked if a township manager would reduce the costs of the lawyer, engineer and zoning. And lastly, he stated that the road crew cleaned the berm for water run off purposes. He questioned why all roads are not done and stated that it was not a neat job.

Mr. Kehoe stated that Ms. Wood had checked and the Comprehensive Plan has been on the website since April and that the meeting minutes are on the website. Mr. Kehoe added that the objective of a manager is to save money or generate enough revenue through grants and programs to cover some of their costs. Lastly, Mr. Bruening explained that the ditches along roads fill in and the road crew will grade the edge of the road, within the right-of-way, to help with water run-off. Mr. Simmons added that the State Road Department also does this.

APPROVAL OF MINUTES

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 minutes of the August 13, 2015 regular meeting with minor editorial changes.

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 minutes of the August 13, 2015 Agricultural Security Meeting for Five Way Partners.

ROADMASTER REPORT

On the motion of Mr. Simmons, and seconded by Mr. Castle, 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

SIGN ORDINANCE 2015-04

Mr. Kehoe stated that a few edits were made to the Ordinance regarding the distance on Asper and where signs should be placed. Mr. Bruening stated that the road master knows where the signs should go, he is just waiting to find out who the towing company will be to get the signs made. And there is no limitation regarding the distance on Asper.

On the motion of Mr. Simmons, and seconded by Mr. Kehoe, and by unanimous vote of the Supervisors it was duly RESOLVED to have Mr. Pykosh advertise Ordinance 2015-04.

TOWNSHIP MANAGER

Mr. Kehoe stated that interviews have begun and there are several interesting prospects.

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

Mr. Schmidt asked if the manager will be involved in the 2016 budget. Mr. Kehoe stated ideally they would like to have the manager in place by the end of the year. Mr. Simmons added that he is working toward having a manager in place by November.

The Patriot-News reporter, Paul Kiesow, questioned public interviews. Mr. Kehoe stated that was brought up at the last meeting and they are undecided about that

because it could put the person being interviewed in an awkward position with their current employer.

Mr. Castle stated that the process is taking long than they thought, but they want to find the right person with the needed qualifications.

REVIEW SEWER ACTION PLAN

Mr. Pykosh said that we are moving forward filing writs on liens to convert to a judgement. Two writs have been served and he was contacted by both to make payment arrangements. Two more writs were provided to the sheriff to be served, he has not received confirmation that they were served. The water shut off process is working. From the first round of letters there was only 1 property that had been sent a final notice and they paid the current bill and entered into a payment plan.

SMTMA PLANT UPGRADE

Mr. Bruening reviewed the recent invoices for the July and August construction costs and recommends paying \$267,584.87, which will bring the construction invoices up to date. The engineering invoices are still outstanding.

On the motion of Mr. Simmons, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to approve payment of \$267,584.87 to SMTMA.

TOWNSHIP PHONE SYSTEM UPGRADE

Mr. Kehoe stated that we have been working on this for almost a year now. Our current phone system is outdated and over priced at approximately \$900 per month. Korporate Computing made a visit to check the infrastructure of the lines needed for Voice over Internet Phone Service. By changing to VoIP there is a good potential to save on the monthly bill.

Mr. Kehoe added this could be the time to bridge with the Fire Company to also save money on phone service.

Mr. Kehoe stated that we can upgrade our internet service, which is outdated. Currently the monthly bill is \$155, we are able to increase our internet speed and save \$400 per year.

On the motion of Mr. Simmons, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to upgrade the current internet service including a new rented modem.

SALT SHED UPDATE

Mr. Bruening reported that the plans are ready to go. Mr. Rogalski and Mr. Hollabaugh have reviewed the plans to make sure they are code compliant. He has copies of the plans for Mr. Nailor to provide to contractors for prices. There will also be a contract established, along with a performance bond, proof of liability insurance and a maintenance bond. Mr. Bruening also advised that if the prices are over \$25,000 the project will qualify for prevailing wage. A copy of the plans were submitted to Ms. Lowery to send to the insurance adjuster for review.

Mr. Simmons asked if the plans include a deadline to have the project done. Mr. Bruening said no, but Mr. Nailor could ask set a date for prices to be submitted by and request an estimated completion date.

Mr. Kehoe asked who the point person would be on this project to review the prices, go over the contract and make sure the work is being completed. It was decided that Mr. Nailor would be the point person and if he needed to touch base with a Supervisor he would contact Mr. Castle. Mr. Pykosh and Mr. Bruening would be involved in reviewing the bid documents and establishing a contract.

PART TIME PAID FIRE COMPANY DRIVER

Mr. Kehoe stated that the township has been working on this matter for upward of a year now. His thoughts are this could be up and running by November.

Mr. Pykosh contacted our current insurance company to discuss the workers comp insurance. The insurance agent indicated paid drivers are considered to be paid fire fighters, which will increase the fire company's premium. The fire company had the opportunity to obtain workers comp insurance through SWIF, a state program, but we worked with the insurance agent to combine the township and fire companies policies to save the fire company money. Currently the fire company's premium is around \$15,000. Our insurance agent suggested making a break with the workers comp insurance when the fire paid driver position begins. The reason for this is fire fighters have a greater risk of serious injury, which could increase the township's premium if injuries occurred. The worst case would be if there were several claims the insurance agency could choose to drop both the township and fire company. The exact number of how many paid drivers

will be employed is needed to determine if the savings of a combined policy is worth it or if the chance of injury increases make the move to SWIF more logical.

Mr. Kehoe clarified that this is a conversation about structural and business items, not a make or break regarding the driver. SWIF has the same level of workers comp insurance, not a lesser coverage.

Mr. Simmons asked what the price difference would be. Mr. Pykosh thought about \$5,000, but we can obtain actual prices once the number of drivers is determined.

Mr. Pykosh added that the insurance company would like an advance notice of 15–30 days if the fire company is going to move to a policy with SWIF.

Mr. Kehoe stated that Mr. Pykosh reviewed the HR manual and sent back with minor editorial changes. Mr. Kehoe asked if uniforms and turnout gear was being provided or if the drivers were buying their own? He was just asking on a cost stand point.

Mr. Kehoe received an administration cost budget yesterday that they will have to work in. If we do move forward with this in November, he questioned if the general fund would be able to cover the expenses for November and December? Then in 2016 we would have this worked in because no one has the palate for tax increases. We are working down a path of how can the township absorb this and be revenue neutral to our residents.

Mr. Kehoe understands the starting pay is \$10 per hour, we will have to wait and see what the pool looks like. Mr. Swab stated there are 20+ in the pool, there has been a lot of interest. Applicants must have a CDL and a good bit of experience. The plan is to have 12 people to rotate the schedule. Mr. Kehoe added there is a desire to get this up and running before the cold weather sets in because working hoses and pumps is difficult.

Mr. Kehoe stated the fire company responds to a lot of medical calls, would it be beneficial for the driver to have an EMT qualification. Mr. Swab said one of the requirement is professional or rescue CPR for all volunteers including paid drivers.

Mr. Kehoe stated that we are working on the 2016 budget and one of the challenges we have is can this fit in. We have an administrative cost estimate and the labor rate, so that is what we will work to find in our budget that will be self-funded and not deplete any of the reserve funds. Can revenue from the franchise fee and possible cell tower be attached to the paid driver position, this will be looked at. The fire

company is in the process of adjusting their budget. Mr. Castle stated he spoke with Ms. Lowery about looking at some numbers, the last thing we want to do is raise taxes.

Mr. Kehoe asked if anyone had a reason this couldn't start in November. Mr. Simmons or Mr. Castle were fine with November. Mr. Swab said they just need to go ahead to start the interview process and training for a November start date. Mr. Kehoe asked if the fire company could come to the Board at the October meeting or even the end of September with what the driver pool is expected to be, so we could start costing out the workers comp insurance and have time for the 15 day notice.

NEW BUSINESS

TRICK OR TREAT DATE

On the motion of Mr. Simmons, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to set Trick or Treat for Thursday, October 29, 2015 from 6 PM to 8 PM.

MINIMUM MUNICIPAL OBLIGATION (MMO)

On the motion of Mr. Simmons, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the Minimum Municipal Obligation for pension for 2016 in the amount of \$45,349.38.

Mr. Kehoe stated that this number can be revised prior to the end of 2015 when a manager is hired.

SANDY AUXT – STORMWATER/DIRT & GRAVEL ROAD PROGRAM GRANT

Kurt Williams, Salzman Hughes, PC, was representing Ms. Auxt who resides at 1223 Kuhn Road. Ms. Auxt has been in contact with the township regarding a serious storm water issue behind her property and where it borders her neighbors. There is water that flows from Lindy Terrace and Dogwood Terrace. The existing storm water controls seemed to be installed in compliance with the approved subdivision plan that is decades old. The problem exists for Ms. Auxt, her neighbors and the township. Rock, silt and debris collect on Kuhn Road that require the township to clean up after heavy storms. This presents a public safety matter. The site has been inspected by the Director of the Cumberland County Conservation District, the lead district technician and they feel ideal candidate for a grant to improve the stormwater flow from the Dirt Road & Gravel program. This is a grant program by the state that is administered by each county's

conservation district. Wade Brown, an employee of the program, has visited the site and provided a 2 page report (provided) and also feels this site is an ideal candidate. The township would have to be the applicant and Dennis Nailor has taken the required courses to be eligible to apply. Applications will likely be accepted in the spring of 2016. This program, if properly implemented, could achieve Ms. Auxt's goals and the township's goal of keeping Kuhn Road free of debris. Mr. Browns report gave two possible solutions, but it is open to more engineering and more studying. Ms. Auxt would provide some financial contribution (in-kind) toward engineering of the project initially. At this time they are asking that the staff be authorized to work with them and develop a grant application to present to the Board by the end of the year, so that we are ready to submit the application in the spring.

Mr. Kehoe stated that the understanding is that this would be cost neutral to Monroe Township. Mr. Williams stated probably, unless the township would like to make some in-kind contribution toward the project since it is affecting the township road.

Mr. Kehoe was concerned that the water flow in a controlled avenue will solve some issue, but cause a greater volume and force of water that the township will have to deal with at Kuhn Road. This project would occur on private property that was designed 40-50 years ago and for the township to expend money in a circumstance like this is unprecedented for us. There would also be the issue of a business guarantee for the future about cleaning and maintenance once the area fills up with leaves. His thoughts were if this could be done cost neutral, the township be the sponsor, and possibly donate administrative support something might be able to be arranged.

Mr. Simmons asked whose liability the project would be. Mr. Pykosh said we would need to see the scope of the work, but the property owner would be responsible for the maintenance on private property and an agreement would need to be done for the future.

Mr. Simmons asked who would put the swale in. Mr. Williams said the work would be done by a contractor. Mr. Pykosh added if the project was over \$25,000 then prevailing wages would be in place – this may be something to look at.

Mr. Bruening stated that since this is not due until spring we need to look at the nuts and bolts of the program. The contribution data shows an in-kind match of 64% in 2014. There is no guarantee that the project would be approved, there is only so much available state wide and it's based on an order of magnitude. He was also concerned that the township would be responsible for the grant money, hiring the contractor through a bid process, township administration have paperwork and insurance contracts to verify.

Mr. Castle and Mr. Simmons shared concerns of liability falling to the township. Mr. Castle would like to be able to help out, but is not willing to jeopardize all of the residents of the township to possible lawsuits to do work on private property that may affect others.

Mr. Bruening would like to speak with Mr. Nailor and the Conservation District to gather more information on bidding, matches, private property and easements. He feels we need to know more before we move forward.

Mr. Kehoe said he agrees this is a community problem. The township will contact the Conservation District to find out more information. Mr. Williams is to provide a scope of work by the next meeting. If there is a way to forward without it landing on the backs of the township, we will look at it.

TED MOTZ, AES – ELECTRIC CHOICE

Mr. Motz stated that he worked with the township 3 years ago and our current contract expires in December. He provided some information and a chart the price increases and decreases and the rate we could lock in at.

Mr. Kehoe asked if we would be locked in at a fixed rate. Mr. Motz stated that today's rate was \$0.082, we would be locked in at \$0.065. This will provide a savings of approximately \$4,000 over the three year deal.

On the motion of Mr. Simmons, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to enter into a 36 month electric choice agreement with AES.

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. Pykosh stated he has been in contact with Verizon and will have a copy of the draft lease by the next meeting.

Mr. Simmons requested that Mr. Roglaski suggest zoning changes that would allow for development to help lower sewer rates.

Mr. Kehoe said it is budget season. He would like to ask all of the departments, professionals, and road crew to provide a list of any major projects or large ticket items by October for review and budgeting purposes.

Mr. Kehoe stated that Mr. Simmons has a conflict for the October meeting. The October meeting has been rescheduled for October 14, 2015 at 7 PM.

Mr. Kehoe asked about the Deer and Spring repair. Mr. Bruening is waiting on prices to televise. He will provide as soon as received.

Mr. Kehoe asked if Mr. Bruening has contacted the state about flooding on York Road at the Weary property. Mr. Bruening will contact the state.

Mr. Kehoe asked for an update on the McNaughton property drainage issues. Mr. Bruening said a letter was sent today to McNaughton about the Brindle Road and Clouser Road development giving them a few options of how they would like to move forward.

Mr. Kehoe understands the property owner of 830 Springrock Court is having water issues and would like the engineer to come out and take a look. Mr. Kehoe asked is this private property. Mr. Bruening said the streets and sewer are not public. Swales have been installed per the land development plan and he is not aware of drainage problems. Mr. Kehoe suggested the township recommend the property owner have a civil engineer look at the matter.

Mr. Castle asked everybody to remember our Troops and asked for a moment of silence to remember the September 11th victims. The trivia was – What country has 11 official languages? Answer – South Africa. The quote of the day was “One of the greatest discoveries a man makes, one of his great surprises, is to find he can do what he was afraid he couldn’t do.” – Henry Ford. God Bless America

ADJOURN

The meeting was adjourned at 9:15 PM.

Respectfully submitted,

Karen M. Lowery,
Assistant Secretary