

Londonderry Township Board of Supervisors
REGULAR MEETING MINUTES
(SUBJECT TO CHANGE)
LONDONDERRY TOWNSHIP OFFICE – MEETING ROOM
February 5, 2024
7:00 p.m.

<http://www.facebook.com/londonderrytownship>
www.londonderrypa.org

As a courtesy to everyone, please turn off all cell phones and/or pagers, or adjust these or similar devices so that others cannot hear them. Calls received during a meeting, if answered, should be taken outside of the meeting room. Thank you.

Call to Order: 7:00 p.m.

Chairman Bart Shellenhamer called the Regular Meeting to order at 7:00 p.m.

Salute the Flag

Roll Call / Attendance - Members Present

Bart Shellenhamer, Chair
Ron Kopp, Vice Chair
Mike Geyer, Secretary/Treasurer
Anna Dale, Member
Mel Hershey, Member

Present: David Blechertas, Township Manager
Andy Brandt, Public Works Director
Duane Brady, Codes/Zoning Officer
Ed Kazlauskas, Assistant Codes/Zoning Officer
Monique Dykman, MS4 Specialist
Jim Diamond, Esq., Solicitor
Andrew Kenworthy, P.E., Engineer

Attendees: See attached list for Residents/Guests in attendance.

Report on Executive Session

An Executive Session was held on February 5, 2024 to discuss potential litigation and personnel issues. No action was taken.

REGULAR MEETING:

Citizens Input -- None

Approval of Minutes

- December 4, 2023 Board of Supervisors Regular Meeting
- January 2, 2024 Board of Supervisors Reorganization/Regular Meeting
- January 9, 2024 Board of Supervisors Special Meeting
- January 17, 2024 Board of Supervisors Work Session

Motion to approve the December 4, 2023 Board of Supervisors Regular Meeting, the January 2, 2024 Board of Supervisors Reorganization/Regular Meeting, the January 9, 2024 Board of Supervisors Special Meeting and the January 17, 2024 Board of Supervisors Work Session minutes as corrected.

Ms. Dale, Supervisor, made the motion. Mr. Kopp, Vice Chair, seconded the motion.

With no further discussion, the motion passed unanimously.

Manager's Report – David Blechertas

Proposal for Warning Signals at Colebrook and Schoolhouse Roads

Township Manager Mr. Blechertas asked the Board to approve a proposal from HRG Engineers to carry out permitting, bidding, and inspection of new flashing warning signals at the intersection of Colebrook Rd. and Schoolhouse Rd. at a cost of \$14,800. The project is partially funded by a 2022 ARLE Grant.

Secretary/Treasurer Geyer made the motion to approve contingent upon the Solicitor's review, a proposal from HRG Engineers to carry out permitting, bidding, and inspection of new flashing warning signals at the intersection of Colebrook Rd. and Schoolhouse Rd. at a cost of \$14,800. Mr. Hershey, Supervisor, seconded the motion.

With no further discussion, the motion passed unanimously.

Susquehanna River Basin Grant Discussion

Mr. Blechertas reviewed previous Board discussions concerning the Susquehanna River Basin Grant status. He informed the Board that a Cash Match Commitment letter to the Susquehanna River Basin Commission which is required in accordance with the current Consumptive Use (CU) Mitigation Grant will be submitted.

Treasurer’s Report – David Blechertas

Mr. Blechertas asked the Board for approval to pay the bills as presented.

Payment of Invoices:

FUND	Checks written in January 2024 for Supervisor approval
General Fund	\$ 255,163.16
ME2 Fund	\$ 0.00
Capital Projects Fund	\$ 0.00
PennVest Fund	\$ 0.00
Golf Course	\$ 62,505.98
LVFC Capital Construction Fund	\$ 0.00
Fire Company	\$ 0.00
Debt Service Fund	\$ 13,168.86
Paving Fund	\$ 0.00
Liquid Fuels	\$ 98,888.44
MS4 Fund	\$ 0.00
Escrow Fund	\$ 10,668.23
Total by when written	\$ 440,394.67

Ms. Dale, Supervisor, made the motion to approve payment of the bills for January 2024 as presented and it was seconded by Vice Chair Kopp.

With no further discussion, the motion passed unanimously.

Zoning/Codes – Duane Brady, Codes Officer

- **Codes and Zoning Report – January**

Mr. Brady reviewed the activities of the Codes and Zoning Department for January.

- **Preliminary/Final Subdivision Plan for Michael & Rachel E. Buggy**
The Planning Commission has recommended approval of the following waivers, and conditional approval of the subdivision plan.

Vice Chair Kopp made the motion to recommend approval of the requested waiver from SALDO Section 22-304 – Submission of a Preliminary Plan. Supervisor Hershey seconded the motion.

With no further discussion, the motion passed unanimously.

Supervisor Hershey made the motion to recommend approval of the requested waiver from SALDO Section 22-502 – Monuments and Markers. Supervisor Dale seconded the motion.

With no further discussion, the motion passed unanimously.

The original motion to recommend approval conditioned upon the satisfactory Solicitor review of recordable easement and following the comments of HRG's review letter dated January 8, 2024 being satisfactorily addressed was revised to reflect Solicitor Diamond's comments. Secretary/Treasurer Geyer made the revised motion to recommend approved conditioned upon the recording of the easement with the Recorded of Deeds in conjunction with the recording of the plans. Supervisor Hershey seconded the motion

Call for Discussion: Mr. Brady also informed the Board that Tim Wargo, SEO, has reviewed submissions concerning on-lot septic requirements submitted to DEP.

With no further discussion, the motion passed unanimously.

- **Consider reduction of Financial Security – Core5 at School Heights**
An inspection was performed and HRG recommends the reducing the amount of the bond held by \$583,342 - leaving a balance of \$366,189.

Secretary/Treasurer Geyer made the motion to approve the reduction of the bond held by \$583,342 - leaving a balance of \$366,189 for the Core5 at School Heights Land Development Plan. The motion was seconded by Supervisor Dale.

With no further discussion, the motion passed unanimously.

- **Consider reduction of Financial Security – Core5 at Saturday’s Market**

An inspection was performed and FIRG recommends the reducing the amount of the bond held by \$326,276 - leaving a balance of \$120,647.

Supervisor Hershey made the motion to approve the reduction of the bond held by \$326,276 - leaving a balance of \$120,647 for the Core5 at Saturday's Market Land Development Plan. The motion was seconded by Vice Chair Kopp.

With no further discussion, the motion passed unanimously.

- **Consider reduction of Financial Security – Core5 at Lytle Farm**

An inspection was performed and HRG recommends the reducing the amount of the bond held by \$1,459,012 - leaving a balance of \$588,567.

Vice Chair Kopp made the motion to approve the reduction of the bond held by \$1,459,012 - leaving a balance of \$588,567 for the Core5 at Lytle Farm Land Development Plan.

With no further discussion, the motion passed unanimously.

MS-4 Environmental Department – Monique Dykman

Progress Report for Environmental MS4 Department February

- Recorded podcast episode with Lancaster Clean Water Partners; will serve as an MS4 Workshop.
- Planning Conewago Creek Initiative Water Quality Summit at Sunset Golf Course on 2/28 from 1-3 pm; open invite to BOS to attend.
- NFWF-I Grant approved our amendment request to put \$500,000 towards Phase 4 Construction.
- Presentation on Conewago Restoration and Future Phases.
 - Submitted application for SRBC CU grant for Phase 4, pending signed match letter.
- **Awarded** SRBC Mini Stream & Watershed Enhancement Grant for \$5,000. Have not yet received Grant Agreement.
 - Will fund:
 - 5k Race Timing Company \$900
 - 5K Tee shirts/awards \$3000
 - Bio Blitz stickers or buttons \$200
 - Bio Blitz Snacks \$400
 - Bio Blitz Porta Potty \$500

- Total \$5,000
- Would like to apply for Susquehanna Greenway Mini Grant \$3,150 grant; see presentation.
 - Post Cards (print and mail) \$1,300
 - Print flyers \$200
 - Porta potty (5k) \$500
 - May need multiple, checking with DHL
 - Food truck \$500+
 - Park use fee \$150
 - Rain barrel workshop (match to DCCD's DEP Grant) \$500
- Please see GIS Contract; this is used by MS4, Public Works and Codes/Zoning.

Consideration of the ESRI Contract to continue providing GIS services

Ms. Dykman asked the Board for a motion to approve/disapprove the ESRI Contract to continue providing GIS services to MS4, Public Works and Codes departments.

Secretary/Treasurer Geyer made the motion to approve the ESRI Contract contingent upon Solicitor's review to continue providing GIS services to MS4, Public Works and Codes departments at a cost of \$2,362. The motion was seconded by Vice Chair Kopp.

With no further discussion, the motion passed unanimously.

Public Works Report – Andy Brandt

Progress Report for Public Works Department 12-17-2023 to 01-20-2024

- Weekly: truck & equipment pm checks; Toolbox Safety Talks
- Bi-weekly: road checks
- Closed & opened roads due to flooding
- Jeff Templin took Ed K. out to see flooding & take pictures
- Staff meeting
- Removed logs & debris from gutters on N. Geyers Church Rd.
- Worked w/golf course crew, mowing grass, removing ornamental grasses
- Serviced hoist in PWB
- Hauled scrap steel to Royalton Recycling
- Picked up trash in Sunset Park
- Picked up inlet grates from Shemus

- Serviced mini excavator
- Replaced street signs
- Cold patched pot holes
- Core drilled holes on Shopes Church Rd to check thickness of asphalt
- Met w/Mike Wood from HRG to discuss upcoming road projects for 2024
- Started to fabricate brackets to place broom on tractor
- Took large equipment trailer to MJR for State inspection
- Salted & plowed roads due to snow events.

Snow event totals: 01-15 to 01-16, 01-19 (2X), 01-20,01-21,01-22

Total PWD hours – **345.5**

Total PWD miles – **1704**

Total PWD tons of salt – **114** (estimated)

Monthly Planner

- Weekly: truck & equipment pm checks; Toolbox Safety Talks
- Bi-weekly: road checks
- Repair snow fence, as needed
- Truck & equipment repairs, as needed
- Winter road maintenance, as needed
- Street sign repairs/replace, as needed
- Cold patch pot holes, as needed
- Excavate along abutments on Gingrich Rd and on Zion Rd bridges to check wall thickness

Purchase of Noise Cancelling Headsets

Mr. Brandt asked the Board to consider approving the purchase of 3 sets of Noise Cancelling Headsets. The total cost is \$4,920. The Township was awarded a \$1,500 Safety Grant from the Susquehanna Municipal Trust to put towards the purchase. The Township will have to pay \$3,420 for the purchase which is under budget.

Vice Chair Kopp made the motion to approve the purchase of 3 sets of Noise Cancelling Headsets at a cost of \$4920. The motion was seconded by Secretary/Treasurer Geyer.

With no further discussion, the motion passed unanimously.

Approve purchase of Cold Patch Materials

Mr. Brandt asked the Board to approve the purchase of 8 tons of cold patch from Stewart & Tate Construction Co. in York, PA, in the amount of \$108/ton. The cost will not exceed \$900. This cold patch will be used to fill pot holes on Township roads when hot asphalt mix is not available, and when filling pot holes temporarily until hot mix can be purchased.

Supervisor Dale made the motion to approve the purchase of 8 tons of cold patch from Stewart & Tate Construction Co. in York, PA, in the amount of \$108/ton. The cost will not exceed \$900. Secretary/Treasurer Geyer seconded the motion.

With no further discussion, the motion passed unanimously.

Purchase of 2024 Utility Trailer

Mr. Brandt asked the Board to approve the purchase of a 2024 Aluma 1020H Utility Trailer from Tool Shed of America at a cost of \$11,427 which was the lowest of five quotes.

Secretary/Treasurer Geyer made the motion to approve the purchase of a 2024 Aluma 1020H Utility Trailer from Tool Shed of America at a cost of \$11,427 which was the lowest of five quotes. The motion was seconded by Supervisor Dale.

With no further discussion, the motion passed unanimously.

Pennsylvania 811 Safe Digging Month Support

Mr. Brandt reviewed Township/Board correspondence to support Pennsylvania 811 Safe Digging Month during April 2024.

Golf Course and Bar & Grill Report - Sam Risteff

January 2024 Financial Report

Mr. Risteff, Golf Course Manager, provided the operating results for the month of January.

Engineer's Report – Andrew Kenworthy, P.E.

Approval of a Sewage Planning Module Exemption request for the Railing – Route 230 East Warehouse.

Township Engineer Kenworthy asked the Board for approval of a Sewage Planning Module Exemption request for the Railing – Route 230 East Warehouse. An approved capacity review letter from DTMA is included.

Supervisor Hershey made the motion to approve a Sewage Planning Module Exemption request for the Railing – Route 230 East Warehouse. Supervisor Dale seconded the motion.

Secretary/Treasurer Geyer recused himself from voting. With no further discussion, the motion passed.

Route 230 Sewer Connections Update

Township Engineer Kenworthy apprised the Board that due to the number of residents who have not connected to the sewer line, he is working with Solicitor Diamond to determine possible enforcement actions.

Solicitor's Report – Jim Diamond, Esq.

Solicitor Diamond asked the Board for motions to approve advertising a public hearing to be held on April 1, 2024. for the following:

Zoning Ordinance Amendment to Sec. 27-1609 Regarding Buffer Yards – PC Recommendations / Setting Hearing and Meeting Dates.

Supervisor Hershey made the motion to set Hearing and Meeting Dates of April 1, 2024 for proposed Ordinance 2024-01 to Sec. 27-1609 Regarding Buffer Yards. The motion was seconded by Supervisor Dale.

With no further discussion, the motion passed unanimously.

Proposed Zoning Ordinance Amendment relating to Short Term Rentals, Bed-And-Breakfast, Mobile Homes.

Vice Chair Kopp made the motion to set Hearing and Meeting Dates of April 1, 2024 for proposed Ordinance 2024-02 Zoning Ordinance Amendment relating to Short Term Rentals, Bed-And-Breakfast, Mobile Homes. The motion was seconded by Supervisor Dale.

With no further discussion, the motion passed unanimously.

Proposed Rental Dwelling Units Ordinance (Licensing, Inspections) – Staff Recommendations / Setting Hearing and Meeting Dates.

Supervisor Dale made the motion to set Hearing and Meeting Dates of April 1, 2024 for proposed Ordinance 2024-03 Rental Dwelling Units (Licensing, Inspections). The motion was seconded by Supervisor Hershey.

With no further discussion, the motion passed unanimously.

Zoning Ordinance Amendment Relating to Self-Storage Facilities – Staff Recommendations / Setting Hearing and Meeting Dates.

Supervisor Dale made the motion to set Hearing and Meeting Dates of April 1, 2024 for proposed Zoning Ordinance Amendment Ordinance 2024-04 Relating to Self-Storage Facilities. Secretary/Treasurer Geyer seconded the motion.

With no further discussion, the motion passed unanimously with staff corrections.

Public Safety – Bart Shellenhamer

Fish Fry

Chair Shellenhamer announced that the Londonderry Township Fire Department's Fish Fry will begin on February 16, 2024.

Fire Department Ambulance

The Fire Department Ambulance is targeted to sold in the near future.

New Business

CAPCOG Meetings

Supervisor Dale reported that CAPCOG meetings have been changed to every other month meetings.

TMI Board Appointment

Township Manager Blechertas reported that he has been appointed to the TMI Unit 2 Board.

Old Business – None

Citizens Input on Agenda Items

Executive Session

"THE BOARD OF SUPERVISORS RESERVES THE RIGHT PURSUANT TO ACT 84 OF 1986 AS AMENDED TO HOLD EXECUTIVE SESSIONS BETWEEN THE TIMES OF THE BOARD'S OPEN MEETING FOR ANY PURPOSE AUTHORIZED BY STATUTE"

Adjournment

Supervisor Dale motioned to adjourn the meeting and it was seconded by Supervisor Hershey. Meeting adjourned at 9:25 p.m.



Michael Seyer

Secretary/fr