

**Londonderry Township Board of Supervisors
Meeting Minutes**

June 3, 2013
7:00pm

The Londonderry Township Board of Supervisors held their regular scheduled meeting on Monday, June 3, 2013, at the Municipal Building, 783 South Geyers Church Road, Middletown, Pennsylvania, beginning at 7:00 p.m.

Present: Ronald Kopp, Chairman
Anna Dale, Vice-Chairman
Bart Shellenhamer, Member
Mike Geyer, Member
Steve Letavic, Township Manager
Beth Graham, Office Manager
Ed Kazlauskas, Code/Zoning Officer
Mike Johnson, Golf Course Manager
Wade Burrell, Public Works
Andrew Kenworthy, Engineer
Peter Henninger, Solicitor

Absent: Andy Doherty, Member, Jim Jenkins, Treasurer

**REGULAR MEETING
Salute the Flag**

Citizen's Input

Linda Rambler, Roundtop Road, OLSDS questions
Bill Vernouski, Portabella's Noise Complaints
Bob Heuison, Septic Brochure Conflict

Approval of Minutes – May 6, 2013

Mrs. Dale motioned to approve the May 6, 2013 minutes with a change to reflect the date of the meeting be changed to read May 6, 2013 in the opening paragraph, Mr. Shellenhamer seconded. Motion approved.

**Manager's Report – Steve Letavic
PA American Water Grant Update**

Mr. Letavic met with the nursery in regards to the planting plan for the Riparian Buffer to be located along Swatara Creek Road. He will need to meet with them again because of the delay in the contractor waiting for additional insurance for the demo of the FHMG homes.

Flood Hazard Mitigation Grant Program

Mr. Letavic reported that the contractor has been delayed in demolishing the homes in the FHMG due to waiting for additional insurance.

Sunset Bar & Grill Deck

Mr. Johnson reported that the Private-Public Work Agreement is ready to be signed and the contractor, Paul Baker, will be up tomorrow to sign it.

Mr. Letavic reported that the cost to construct the deck will be about ½ of what it would have cost because of the Private-Public Work Agreement. This amount is budgeted.

National Fish & Wildlife Federation Storm Water Grant – Sunset Golf Course

Mr. Letavic spoke with Mark Gutshall of Land Studies regarding a Storm Water Study grant for use, re-use and infiltration of storm water at the golf course. It is a 2-phase grant, the first phase will be a study and design of storm water. The second will be implementation. Mr. Gutshall will hand carry the application to D.C. on our behalf.

Grace Industries – Request for Payment

HRG confirmed the work has been completed by Grace Industries and payment in the amount of \$53,508.00 should be submitted.

Mr. Shellenhamer motioned to submit payment to Grace Industries in the amount of \$53,508.00, Mrs. Dale seconded. Motion approved.

Department Reports

Treasurer's Report – Steve Letavic

Mr. Letavic requested permission to pay bills in the amount of:

General Fund	\$30,532.57
HMGP	\$7,403.95
Golf Course Fund	\$41,760.36
Escrow Fund	\$1,075.00
Liquid Fuels	\$925.22

Mrs. Dale motioned to approve payment of invoices, Mr. Geyer seconded. Motion approved.

Code/Zoning Report – Ed Kazlauskas

School Heights Village – Time Extension to Jan. 22, 2014

Mr. Shellenhamer motioned to accept the time extension to September 3, 2013 and with the alternative to deny the plan if not agreeable, Mrs. Dale seconded. Mr. Kopp abstained due to his working relationship. Motion approved.

Municipal Office – Beth Graham

Pavilion & Ball Field Rentals:

50 - Small Pavilions

32 - Large Pavilions

Stars & Stripes Salute

Financial Donations – Total raised to date \$15,000.00. (Need \$30,000.00)

Staff is currently following up with vendors and reaching out to businesses for donations.

We are currently working on securing donations of food, equipment & supplies.

Public Works – Wade Burrell

John Deere Wheel Loader Proposal

Mrs. Dale motioned to purchase the loader from John Deere, Mr. Geyer seconded. Motion approved.

Work Completed May, 2013

- Completed weekly road checks including checking signs, storm water inlets, general road conditions, and for possible debris on roadways causing a hazard to the community.
- Responded to Pennsylvania Call One requests for inspections of underground utilities.
- Responded to road permit requests, and issued necessary permits.
- Inspected the fence line around the driving range at the golf course per our agreement with Army Corp of Engineers.
- Started mowing in Braeburn Park, Township Office, Londonderry Fire Dept., and Londonderry's properties on Swatara Creek Road.
- Finished swale around ball field one in Sunset Park and plant grass seed.
- Finished putting in new wood carpet around playground equipment in compliance with the playground safety program.
- Repaired play equipment in the park.
- Received and put together new set of bleachers for field #3 in Sunset Park.
- Began catch basin repairs, and made repairs on all basins from Hillsdale road west to the Susquehanna River.
- Finished mowing brush and roadsides with large arm mower.
- Began mowing roadsides with our flail mower.
- Rearrange township office.
- Assist in the setting up and tearing down of the voting equipment in the township office.
- Make repairs on the water meter pit located on Water Street.

Work Scheduled for June, 2013

- Finish swale in Sunset Park around ball field one and seed.
- Begin necessary basin repairs.
- Finish mowing brush and roadsides with large arm mower, and then replace the arm mower with the flail mower.

Golf Course Manager – Mike Johnson

- Total gross revenues for the month of May were: \$ compared to \$ in 2012. Total gross revenues YTD are \$ compared to \$ in 2012.
- We are continuing to market our Golf Tee Sponsorship Program to any business or individual that would like to advertise with us on our golf course tee signs as well as in our clubhouse.
- We have the clubhouse rented out 6 times in June for private events.
- For the month of June we will be sending out all of our information regarding golf outings, clubhouse rentals, memberships as well as other specials to our past outings, clubhouse guests and golfers that have played our course.
- We have 17 golf outings booked in June.
- Our Stars and Stripes event will be held on Saturday June 29th
The New Holland Band will be playing in the park starting at 8:00pm.
Rumor Has It will be playing on the deck at the clubhouse starting at 7:30pm.
- Our Live Entertainment schedule for June is as follows:

June 6 th - Ginger child	(Acoustic Variety Rock Covers)
June 13 th - Jeff J. Walker	(Acoustic Variety Country Rock)
June 20 rd - Greg Stuller	(Acoustic Variety Country & Rock)
June 27 th - Jeff J. Walker	
*June 29 th - Rumor Has It	(5 piece band plays 60s,70s,80s and 90s)

Engineer's Report – Andrew Kenworthy

ON-LOT DISPOSAL SYSTEM ORDINANCE

Follow up comments from March 4, 2013 public meeting provided to township for consideration.

FLOOD REPAIR WORK

Project work completed. Final close-out and payment documents being processed.

FLOOD HAZARD MITIGATION GRANT

Demolition to start by early June and continue for approximately one month to substantial completion. Last property closing is being prepared for settlement.

VINE STREET / PA AMERICAN WATER SERVICE EXTENSION

Continuing to work in cooperation with PA American Water to obtain Highway Occupancy Permit for waterline extension.

- a) Received feedback from PA American Water regarding waterline installation methods and alignment
- b) Coordinating with PennDOT Utility Department for approval of installation methods.

Solicitors Report – Peter Henninger

Hazard Mitigation – Revised final paper needed. Should be ready to demo all homes.

New Business - None

Old Business – None

Executive Session

Mrs. Dale motioned to adjourn the meeting at 9:38pm, Mr. Shellenhamer seconded. Motion approved.