

# Londonderry Township Board of Supervisors

## MINUTES

November 2, 2015

7:00p.m.

The Londonderry Township Board of Supervisors held their regularly scheduled meeting on Monday, November 2, 2015 at the Municipal Building, 783 S. Geyers Church Road, Middletown, Pennsylvania, beginning at 7:00 p.m.

**Present:** Mike Geyer, Chairman  
Bart Shellenhamer, Vice Chairman  
Anna Dale, Member  
Ron Kopp, Member  
Mel Hershey, Member  
Steve Letavic, Manager  
Andy Brandt, Public Works Director  
Allison Funk, MS4 Environmental Specialist  
Beth Graham, Office Manager  
Chris Feese, Finance Director  
Jeff Burkhart, Code/Zoning Officer  
Mike Johnson, Golf Course Manager  
Amanda Kopil, Environmental Intern  
Anthony Cover, Chef  
Tina Miller, Front Bar Manager  
Jim Diamond, Solicitor  
Andrew Kenworthy, Engineer

**Absent:** Les Gilbert, EMA Director

### Salute the Flag

**Citizens Input** - None

### Approval of Minutes – October 5, 2015

Mr. Shellenhamer motioned to approve the minutes with a correction to the spelling of Mr. Burkhart's name under Island Cabins Update, Mrs. Dale seconded. Motion approved.

### Manager's Report – Steve Letavic

#### Budget

Mrs. Dale motioned to hang the proposed 2016 All Funds Budget, Mr. Hershey seconded. Mr. Kopp arrived to the meeting at 7:10pm during the discussion of the budget. Motion approved.

### Treasurer's Report – Chris Feese

#### Payment of Invoices

Ms. Feese requested approval of payment for the following expenditures:

General Fund	\$130,182.64
Golf Course Fund	\$43,891.85
HMPG	\$0
Liquid Fuels	\$7,590.99

Escrow	\$1,296.92
Fire Company	\$0
ICC	\$0
Debt Service	<u>\$23,936.41</u>
TOTAL	\$206,898.81

Mr. Shellenhamer motioned to approve the payment of invoices, Mr. Hershey seconded. Motion approved.

**Zoning & Codes Report – Jeff Burkhart**

**Security Bond Release Request for Friends In Action, 3950 E. Hbg. Pike**

Mr. Kopp motioned to release the Security Bond of \$90,570.00 in full, Mr. Shellenhamer seconded. Motion approved.

**Zoning Hearings – November 9, 2015**

Mark & Beth Bates, Special Exception, 135 Autumnwood Dr.

Tim Stauffer, Special Exception, 3652 E. Hbg. Pike

Mr. Burkhart informed the board of two Zoning Hearings that will take place on November 9<sup>th</sup> at 7:00pm. After some discussion the board agreed to send Mr. Letavic as their representative in regards to the Mark & Beth Bates property, to ensure that the necessary questions are answered, the terms and conditions are spelled out and there is no negative impact to the environment.

**MS4 Report – Allison Funk**

- Progress Made
  - Training
    - Floodplain Management Workshop
    - BMP Maintenance
  - DEP Urbanized Area Grant
  - Golf Course projects
  - DEP Environmental Education Grant
  - Sunset Park stream restoration
- November Goals
  - Training
    - MS4 Data Collection and Documentation
  - DEP Environmental Education Grant
  - BMP Maintenance
  - Inlet marker installation
  - SPCC
  - O&M
  - Low Impact Development

## **Municipal Office Report – Beth Graham**

### **General Code Updates**

Mrs. Graham informed the board that she has signed the agreement with General Code to have the updates completed at a final cost of \$2,395.00, saving the township \$1,795.00.

### **7<sup>th</sup> Annual Daddy-Daughter Dance**

Mrs. Graham stated that the dance took place on Fri., October 23<sup>rd</sup> at the Clubhouse and there were 89 in attendance. DJ Dave Blouch did a great job of keeping the kids, dads and grandpas on the dance floor all evening. Nathan Merkel, Photographer, was on hand to take a professional photo of each couple and they will receive a 5x7 of the photo in the mail.

### **Public Works Report – Andy Brandt**

- Graded fill @ hole #7 on golf course
- Road checks
- Picked up 2 discarded sofas from Locust Grove Rd & 1 from Kennedy Ln
- Truck/Equipment maintenance
- Mowed: Firehouse & Braeburn Park – weekly, Swatara Creek Rd properties – bi-weekly; roadsides
- 10-05-2015 - Replaced knocked down STOP sign on Houser Rd @ Rt. 230
- Removed downed trees from roads: 09-30 – Epler Rd, 10-05 – N Geyers Church Rd, 10-05 – Gingrich Rd, 10-08 – Locust Grove Rd, 10-09 – Schoolhouse Rd @ Newberry Rd
- 590 S Geyers Church Rd: excavate for & install 13' of 36" plastic storm sewer pipe, built rock wall, placed rock along stream bank, formed & poured concrete wall, set concrete lid & inlet top, spread topsoil, seeded & spread straw
- 1505 S Geyers Church Rd (at farm pasture): excavated for & placed large rock along stream banks, graded topsoil on bank, seeded & placed erosion matting over bank area, graded off pasture area that was disturbed during project, seeded & spread straw, replaced fence.
- 1505 S Geyers Church Rd (roadway): excavate for & large set end wall, replaced existing storm sewer pipe w/large concrete pipe, place rip rap (rock), paved trench, graded topsoil, seeded & placed straw over topsoil area.

### **Golf Course Report - Mike Johnson**

- Total revenue for the month of October 2015 is \$74,574.75, total revenues for the month of October 2014 were \$67,034.13. Total revenues for 2015 through October are \$1,036,689.94, total revenues for 2014 through October were \$938,520.93. We had 3 days with rain in the month.
- We have the clubhouse rented out 3 times in November for private events.
- We held a Halloween Party – Pig Roast on Saturday October 31<sup>st</sup> we had 55 people attend, a good time was had by all, over \$1,400.00 in sales.

- We are continuing to call past outings and clubhouse rentals to re-book for the 2015 & 2016 season.
- For the month of November we will continue to market the course by sending out all of our information regarding golf outings, clubhouse rentals, memberships and tee sponsorships, as well as other specials to our past outings, clubhouse guests and golfers that have played our course.
- Entertainment schedule for November:
  - Nov. 5<sup>th</sup> Jeffery J. Walker
  - Nov. 12<sup>th</sup> Stu Huggins
- Raymond - The Amish Comic will be performing at the Sunset Grill on December 12<sup>th</sup> starting at 8pm.
- Anthony is working on booking clubhouse rentals as well as Holiday parties for November and December.
- So far for the 2016 season we have 73 golf outings booked as well as the clubhouse rented out 15 times for private events.

**Engineer's Report** – Andrew Kenworthy

Mr. Kenworthy informed the board that HRG has re-bid the work for the 3 bridges. The bid opening will be in November, followed by the notice to proceed in January. The work should begin in the spring 2016.

**Solicitor's Report** – Jim Diamond

Mr. Diamond noted that they have obtained a free easement for the bridge work from York Haven Power Company.

**EMA Report** – No report

**New Business** - None

**Old Business** - None

**Executive Session – Legal Matters**

Mr. Geyer adjourned to Executive Session regarding a legal matter at 8:02pm

Mr. Shellenhamer motioned to adjourn the Executive Session and reconvene the regular meeting at 8:33pm, Mrs. Dale seconded. Motion approved.

Mr. Shellenhamer motioned to adjourn the regular meeting at 8:34pm, Mr. Geyer seconded. Motion approved.