

**LONDONDERRY TOWNSHIP BOARD OF SUPERVISORS  
RE-ORGANIZATION/REGULAR MEETING  
MINUTES  
783 S. GEYERS CHURCH RD  
MIDDLETOWN, PA 17057  
January 6, 2025 7:00 pm.**

**Call to Order:**

Chairman Bart Shellenhamer called the Re-Organization / Regular Meeting to order at 7:02 p.m.

**Salute the Flag**

**Roll Call / Attendance - Members Present**

Bart Shellenhamer, Chair  
Ron Kopp, Vice Chair  
Mike Geyer, Secretary/Treasurer  
Mel Hershey, Member – Attended Via-Phone  
Anna Dale, Member

**Absent Members: None**

**Also Present:**

David Blechertas, Township Manager  
Jim Diamond, Esq., Solicitor  
Duane Brady, Codes/Zoning Officer  
Monique Dykman, MS4 Specialist  
Sam Risteff, Golf Course Manager  
Mike Wood, P.E., Engineer  
Michelle Phillips, Executive Secretary

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

**RE-ORGANIZATION**

**Temporary Chair:**

Chairman Bart Shellenhamer called for nominations of a Temporary Chair. Ms. Dale nominated Ron Kopp as Temporary Chair seconded by

Mr. Shellenhamer. The motion carried unanimously.

**Chair:**

Temporary Chair Ron Kopp called for nominations for Chair. Mr. Geyer nominated Ron Kopp as Chair seconded by Ms. Dale. The motion carried unanimously.

**Vice Chair:**

Chairman Ron Kopp called for nominations of Vice-Chair. Ms. Dale nominated Mr. Geyer as Vice Chair, seconded by Mr. Shellenhamer. The motion carried unanimously.

**Secretary:**

Chairman Ron Kopp called for nominations of Secretary. Mr. Shellenhamer nominated Mike Geyer for Secretary, seconded by Ms. Dale. The motion carried unanimously.

**Appointments of the following:**

David Blechertas, Township Manager, called for one motion to cover all appointments as listed below.

Temporary Chair - Ron Kopp

Chair – Ron Kopp

Chair’s Bond Amount - \$750,000.00

Vice Chair – Mike Geyer

Township Manager –Dave Blechertas

Township Manager’s Bond Amount - \$750,000

Secretary – Mike Geyer

Assistant Secretary – Brian Marchuck

Secretary’s Bond Amount - \$750,000.00

Treasurer – Mike Geyer

Board of Supervisors Authorized check signers – Ron Kopp, Bart Shellenhamer and Anna Dale

Board of Supervisors Bond Amounts - \$750,000 per authorized check signer – Ron Kopp, Bart Shellenhamer and Anna Dale

Vacancy Board Chairman – Irv Turpin

Legal Counsel – Eckert Seamans / Jim Diamond, Esq.

Auditors – Musser Hamilton/ Nicholas Shearer

Engineers – HRG / Mike Wood P.E.

Fire Marshall – State Police

Public Safety Coordinator – Bart Shellenhamer

Zoning Hearing Board – Scott Merchlinski  
Zoning Solicitor – Stan Laskowski, Esq.  
BCO /Zoning Officer – Duane Brady  
Code Enforcement Officer -Duane Brady  
Right-To-Know Officer – Dave Blechertas  
Assistant Right-To-Know Officer – Ed Kazlauskas  
CAPCOG – Anna Dale  
CAPCOG Alternate – Bart Shellenhamer  
Communities That Care – Mike Geyer  
PSATS Participation & Voting Delegate – Anna Dale  
Depository: Mid Penn Bank – General Fund, Golf Course, Liquid Fuels, Debt  
Service, Capital Projects, LVFC Capital Construction and Escrow. Secondary  
Depository: PSDLAF- General Fund, Golf Course

Supervisor Bart Shellenhamer motioned to accept the appointments listed above, seconded by Supervisor Anna Dale. The motion carried unanimously.

## **REGULAR MEETING**

### **Citizens Input –On Agenda Items**

Dr. Robert Gildea, Superintendent for Lower Dauphin School District stated he wanted to introduce himself to the Board and thanked the Township for all it has done for the School District. He stated due to 5 of the 7 buildings being over 70 years old, a facilities study was completed. Dr. Gildea said the Board decided to maintain the buildings. A discussion was had by the School Board about the possibility of consolidating the Elementary School buildings; which was then taken off the table. Dr. Gildea said the first phase of the plan would be to divert money to address the HVAC needs at the Hanover Elementary Buildings as well as the Londonderry Building. He said the School District will be keeping an eye on the Lytle Farms development for as of right now the Londonderry and Conewago Buildings are at 50% compactivity. Dr. Gildea said the Board is committed to doing what is best for the kids but also in a way that is responsible to the citizens.

### **Executive Session**

An executive session took place prior to the meeting to discuss personnel matters and pending litigation. No action was taken.

### **Approval of Minutes**

Chairman Kopp requested a motion to approve the Board for the December 2, 2024, Board of Supervisors Regular Meeting Minutes.

It was moved by Mr. Shellenhamer and seconded by Ms. Dale that the Board approve the December 2, 2024, Board of Supervisors Meeting Minutes. The motion carried unanimously.

**Manager's Report** – David Blechertas

Mr. Blechertas and the Board of Supervisors presented Kevin Hummert and Ed Kozicki from the Zoning Hearing Board a certificate of recognition for their service to the Township.

- Motion to appoint George Studenroth to regular membership on the Zoning Hearing Board to fill Ed Kozicki's term ending on December 31, 2028

Chairman Kopp requested a motion to appoint George Studenroth to regular membership on the Zoning Hearing Board to fill Ed Kozicki's term ending on December 31, 2028

It was moved by Ms. Dale and seconded by Mr. Shellenhamer to approve the request above as stated. The motion carried unanimously.

- Motion to approve the 2025 Meeting Calendar

Chairman Kopp requested a motion to approve the 2025 Meeting Calendar as presented.

It was moved by Ms. Dale and seconded by Mr. Shellenhamer to approve the request above as stated. The motion carried unanimously.

- Motion to approve Resolution 2025-02, Mileage Reimbursement 2025

Chairman Kopp requested a motion to approve Resolution 2025-02, Mileage Reimbursement rates for 2025.

It was moved by Mr. Shellenhamer and seconded by Mr. Geyer to approve the request above as stated. The motion carried unanimously.

- Motion to approve a General Construction contact at a lump sum price of \$296,881.00 from BlueScope Construction for renovation of the Township Municipal Building

Mr. Blechertas presented the Board with the quotes for the lower-level renovation project at the Township Building.

Mr. Diamond, Township Solicitor, stated that there are 4 separate contacts, and all have been approved from a legal perspective.

Chairman Kopp requested a motion to approve the General Construction contact at a lump sum price of \$296,881.00 from BlueScope Construction for renovation of the Township Municipal Building

It was moved by Mr. Hershey and seconded by Mr. Shellenhamer to approve the request above as stated. The motion carried unanimously.

- Motion to approve a HVAC contact at a lump sum price of \$46,185.00 from BlueScope Construction for renovation of the Township Municipal Building

Mr. Blechertas requested a motion from the Board to approve the HVAC contact at a lump sum price of \$46,185.00 from BlueScope Construction for renovation of the Township Municipal Building

It was moved by Ms. Dale and seconded by Mr. Hershey to approve the request above as stated. The motion carried unanimously.

- Motion to approve a Plumbing contact at a lump sum price of \$9,278.00 from BlueScope Construction for renovation of the Township Municipal Building

Mr. Blechertas requested a motion from the Board to approve the Plumbing contact at a lump sum price of \$9,278.00 from BlueScope Construction for renovation of the Township Municipal Building

It was moved by Mr. Shellenhamer and seconded by Ms. Dale to approve the request above as stated. The motion carried unanimously.

- Motion to approve an Electrical contact at a lump sum price of \$136,226 from BlueScope Construction for renovation of the Township Municipal Building

Mr. Blechertas requested a motion from the Board to approve the Electrical contact at a lump sum price of \$136,226 from BlueScope Construction for renovation of the Township Municipal Building

It was moved by Ms. Dale and seconded by Mr. Hershey to approve the request above as stated. The motion carried unanimously.

- Motion to approve the purchase a Builders Risk Policy for the Administrative Building Renovation Project from Cincinnati Insurance at a cost of \$1,462.00

Mr. Blechertas stated the Builders Risk Policy covers additional risks specific to construction. For example, if there was a fire or theft situation and building materials that were staged on site were damaged or stolen there would be coverage for this above and beyond what the Townships' normal policy would cover. The Builders Risk Policy is set at a premium matching the total of all 4 contracts that were just approved and will carry a \$5,000 deductible.

Chairman Kopp requested a motion to approve to purchase a Builders Risk Policy for the Administrative Building Renovation Project from Cincinnati Insurance at a cost of \$1,462.00

It was moved by Ms. Dale and seconded by Mr. Shellenhamer to approve the request above as stated. The motion carried unanimously.

- Motion to approve the purchase four (4) new desktops and two (2) new laptop computers from Omega Systems, with installation, at a total cost of \$9,642.36

Mr. Blechertas stated there are 6 computers at the Township Building that will be going end of life this year. He stated that the upgrade has been budgeted for 2025 and it came in \$3000 under budget.

Chairman Kopp requested a motion to approve the purchase of four (4) new desktops and two (2) new laptop computers from Omega Systems, with installation, at a total cost of \$9,642.36

It was moved by Mr. Shellenhamer and seconded by Mr. Hershey to approve the request above as stated. The motion carried unanimously

- Motion to accept the resignation of Irvin Turpin from the Londonderry Board of Auditors effective January 6, 2025

Chairman Kopp requested a motion to accept the resignation of Irvin Turpin from the Londonderry Board of Auditors effective January 6, 2025

It was moved by Mr. Geyer and seconded by Ms. Dale to approve the request above as stated. The motion carried unanimously

- Motion to appoint Phyllis Gontz to the Board of Auditors to fill a vacant position formerly held by Irv Turpin and complete the current term which ends December 31, 2025, and will appear on 2025 ballot for 6-year term.

Chairman Kopp requested a motion to appoint Phyllis Gontz to the Board of Auditors to fill a vacant position formerly held by Irv Turpin and complete the current term which ends December 31, 2025, and will appear on 2025 ballot for 6-year term.

It was moved by Ms. Dale and seconded by Mr. Shellenhamer to approve the request above as stated. The motion carried unanimously

- Motion to approve Londonderry Fire Police to provide services for the Blue Angels on May 24 and 25, 2025 at Harrisburg International Airport.

Mr. Blechertas stated that it is very possible that the Londonderry Fire Police will be assisting in the Township's own function for the Air Show, but nothing has been determined as of yet. Therefore, the request stands before the Board.

Chairman Kopp requested a motion to approve the Londonderry Fire Police to provide services for the Blue Angels on May 24 and 25, 2025 at Harrisburg International Airport.

It was moved by Mr. Shellenhamer and seconded by Ms. Dale to approve the request above as stated. The motion carried unanimously

- Snavelly Road Traffic Study

Mr. Blechertas stated that previous discussions were had regarding the Prohibited Parking on Snavelly Road, the Board took action to make Snavelly Road in its entirety a No Parking Zone. Due to the questioning of that action from Township Residents, the Township retained HRG to conduct a traffic study to determine if the action to prohibit parking was correct. The result from the HRG's study confirmed the action is correct to prohibit parking on Snavelly Road due to the narrowness.

- Motion to approve a proposal from Cohen Law Group to perform Verizon Cable Franchise Agreement renewal and audit services at a price of \$7,600.00

Chairman Kopp requested a motion to approve the proposal from Cohen Law Group to perform Verizon Cable Franchise Agreement renewal and audit services at a price of \$7,600.00

It was moved by Ms. Dale and seconded by Mr. Geyer to approve the request above as stated. The motion carried unanimously

- Motion to approve proposal from HRG to provide engineering services for the design and replacement of the bridges on Gingrich and Zion Roads at a cost of \$298,380.

Mr. Blechertas said the bridges on Gingrich and Zion Road are rated for weight and over the years the weight rating has gone down. In 2024, HRG conducted a study for the Township and determined that the both bridge abutments and the supports are in good condition and could last another 50 years. Therefore, it makes sense to replace the bridge decking and keep the concrete pillars in place. The current plan is to purchase the super structures from costars and bid out the labor to install them. HRG has put together a proposal for both bridges including full engineering and design, the project going out to bid, construction administration and construction inspections. The proposal was reviewed by the Solicitor and found to be satisfactory.



There was a short discussion regarding the time frame of project, material shortages if any, what detours will need to be mapped out and the impact of the residents.

Chairman Kopp requested a motion to approve a proposal from HRG to provide engineering services for the design and replacement of the bridges on Gingrich and Zion Roads at a cost of \$298,380

It was moved by Mr. Shellenhamer and seconded by Mr. Hershey to approve the request above as stated. The motion carried unanimously

- Motion to approve the 2025 Capital Crush Softball Field Use Schedule

Chairman Kopp requested a motion to approve the 2025 Capital Crush Softball Field Use Schedule

It was moved by Mr. Hershey and seconded by Mr. Shellenhamer to approve the request above as stated. The motion carried unanimously

- Motion to approval thirty (30) day public notice of Appointment of Accountant in Lieu of Elected Auditors

Mr. Blechertas stated that part of the Board of Auditors' duties may be delegated to a professional accounting firm. He said it is the intention of the Township to delegate duties this year.

Mr. Diamond stated that a public notice will need to be advertised 30 days prior to the appointment.

Chairman Kopp requested a motion to approve a thirty (30) day public notice of Appointment of Accountant in Lieu of Elected Auditors

It was moved by Mr. Geyer and seconded by Mr. Shellenhamer to approve the request above as stated. The motion carried unanimously

- Motion to approve a proposal from Weber Advertising to design a Township logo at a cost not to exceed \$1000.00

Chairman Kopp requested a motion to approve a proposal from Weber Advertising to design a Township logo at a cost not to exceed \$1000.00

It was moved by Mr. Shellenhamer and seconded by Ms. Dale to approve the request above as stated. The motion carried unanimously

**Treasurer’s Report** – Brian Marchuck

Mr. Marchuck presented the Board with the treasure’s report and the open purchase order report to the Board for the month ending 12/31/2024

<b>Fund</b>	<b>Open Purchase Orders</b>
General Fund	\$ 54,363.80
Golf Course Fund	33,339.69
Liquid Fuels Fund	1,649.26
Escrow Fund	<u>8,938.43</u>
Grand Total	<u><u>\$ 98,291.18</u></u>

It was moved by Mr. Shellenhamer and seconded by Ms. Dale to approve the bills/open purchases as presented. The motion carried unanimously.

- Motion to approve Township Manger, David Blechertas as the Pension Plan Chief Administrator

Chairman Kopp requested a motion to approve Township Manger, David Blechertas as the Pension Plan Chief Administrator

It was moved by Mr. Shellenhamer and seconded by Mr. Geyer to approve the request above as stated. The motion carried unanimously

- Motion to approval Resolution 2025-3 - Budget Amendment 1

Mr. Marchuck stated the resolution is related to the Building Renovations. The Township will re-allocate \$160,000 from the carport and permit software both from the Capital project funds. The money will be moved to the road and streets construction account as a result of costs for those projects coming in higher than anticipated. He said they will also be adding \$188,000 which will increase the budget for the roads and streets construction.

Chairman Kopp requested a motion to approve Resolution 2025-3, 2025 Budget Amendment 1

Mr. Marchuck stated that the resolution should say Zoning Ordinance instead of Permit software and the change should be reflected on 3 areas of the resolution.

Chairman Kopp asked if the Board was clear on the changes to the resolution as stated by Mr. Marchuck

All Board members stated they are clear on the changes to the resolution.

Chairman Kopp requested a motion to approve Resolution 2025-3, 2025 Budget Amendment 1 with the language change from Permit Software to Zoning Ordinance in 3 separate locations of the resolution.

It was moved by Mr. Geyer and seconded by Ms. Dale to approve the request above as stated. The motion carried unanimously

### **Zoning and Codes** – Duane Brady

#### **PC24-04 Wood Subdivision**

Joshua George, from Landworks Civil Design, presented the plan for a proposed subdivision at 291 Schoolhouse Road. The Plan is to subdivide 1.8 acres from the 14-acre parcel lot to allow construction of a future dwelling on the property. He said the request tonight is only to create the lot which has been reviewed and approved by the Staff and the Planning Commission Board. There is one waiver request and 2 deferrals. Mr. George stated the lot would be served by a new septic system that has already been perked and probed and the sewerage planning module has been submitted to the SEO and is awaiting signatures.

Mr. Brady, Township Codes/Zoning officer, said that Tim Wargo Township SEO is satisfied with all the perks and probes that are required along with establishing the primary and secondary sites for the new lot as well as a secondary sight for the existing lot. He said he is just waiting for Tim to sign the sewage planning module.

There was a short discussion regarding the recommendations from the Planning Commission Board with any conditions, the locations of the new driveway and the septic system and what DEP requires.

- Motion to approve requested waiver of Section 22-304 Preliminary Plat; Procedures

Chairman Kopp requested a motion to approve requested waiver of Section 22-304 Preliminary Plat; Procedures

It was moved by Mr. Hershey and seconded by Mr. Shellenhamer to approve the request above as stated. The motion carried unanimously

- Motion to approve requested deferral of Section 22-506 Curbs & Gutters

Chairman Kopp requested a motion to approve requested deferral of Section 22-506 Curbs & Gutters

It was moved by Mr. Hershey and seconded by Ms. Dale to approve the request above as stated. The motion carried unanimously

- Motion to approve requested deferral of Section 22-507 Sidewalks

Chairman Kopp requested a motion to approve requested deferral of Section 22-507 Sidewalks

It was moved by Mr. Shellenhamer and seconded by Mr. Hershey to approve the request above as stated. The motion carried unanimously

- Motion to approve PC24-04 Final Minor Subdivision Plan for Matthew and Amy Wood at 291 Schoolhouse Rd conditioned on all outstanding comments being satisfied and approval of the sewage planning module by the Sewage Enforcement Officer

Chairman Kopp requested a motion to approve PC24-04 Final Minor Subdivision Plan for Matthew and Amy Wood at 291 Schoolhouse Rd conditioned on all outstanding comments being satisfied and approval of the sewage planning module by the Sewage Enforcement Officer

It was moved by Mr. Shellenhamer and seconded by Ms. Dale to approve the request above as stated. The motion carried unanimously

- Duane Brady provided his monthly report for December 2024

#### Resolution 2025-01 Fee Schedule for 2025

Mr. Brady provided the Board with an overview of the proposed changes to the Fee Schedule for 2025 which included:

- A. Incorporating Sunset Golf Course, HRG & Hoover Engineering fees.
- B. Changes to Building, Zoning, Flood Plain permits, Storm Water fees, Mobile Home Park annual registration and fees
- C. Changes to the subdivision and land development fees

As a Result of the fee changes, Mr. Brady provided budget impact comparisons along with comparisons from other Municipality's and provided details regarding each change being recommended to the Board.

- Motion to adopt Resolution 2025-01 Fee Schedule for 2025 effective January 7<sup>th</sup>, 2025

Chairman Kopp requested approval of Resolution 2025-01 Fee Schedule for 2025 effective January 7<sup>th</sup>, 2025

It was moved by Mr. Shellenhamer and seconded by Mr. Hershey to approve the request above as stated. The motion carried unanimously

#### Ordinance 2025-01 SALDO Revisions

Mr. Brady stated the revisions are for Chapter 22 Subdivision and Land Development regarding submission of materials, meeting dates and deadlines. He said the Planning Commission Board and Township

Solicitors have reviewed the revisions with only minor changes and is ready to be advertised.

- Motion to approve the advertising and set a Public Hearing Date for March 3, 2025 - (SALDO changes) Ordinance 2025-01

Chairman Kopp requested a motion to approve the advertising and set a Public Hearing Date for March 3, 2025 - (SALDO changes) Ordinance 2025-01

It was moved by Mr. Hershey and seconded by Ms. Dale to approve the request above as stated. The motion carried unanimously

#### Draft Data Center Ordinance

Mr. Brady proposed a draft Zoning Ordinance change to Chapter 27 that he is requesting to be forwarded to the Planning Commission. He said there has been a lot of interest in the Township, due to the announcement of Microsoft making their deal with Three Mile Island, for the concept of Data Centers being built in the Township. He said this draft will put a definition of Data Centers into the ordinance. The draft ordinance would also remove the Traditional Neighborhood Development (TND) overlay and replace with a Data Center Overlay.

There was a discussion regarding other municipalities in central PA that are getting inquiries, how it makes sense to get in front of it, special exceptions and growth of the commercial areas in the Township and other factors that could potentially arise from a data center.

- Motion to approve sending draft Ordinance changes to Chapter 27 Zoning for Data Center Overlay to the Planning Commission for review and editing

Chairman Kopp requested a motion to approve sending draft Ordinance changes to Chapter 27 Zoning for Data Center Overlay to the Planning Commission for review and editing

It was moved by Mr. Shellenhamer and seconded by Ms. Dale to approve the request above as stated. The motion carried unanimously

**MS4 Environmental Department** – Monique Dykman

- Motion to adopt the PROS Plan

Chairman Kopp requested a motion to adopt the PROS Plan

It was moved by Mr. Shellenhamer and seconded by Ms. Dale to approve the request above as stated. The motion carried unanimously

- Motion to approve advertising an RFP to hire a design consultant for Phase 4 of Conewago Creek Project

Ms. Dykman presented a map to the Board regarding Phase 4.

There was a short discussion regarding what work would be done pertaining to the RFP, sediment build up in the Phase 4 area, potential 5 years of O&M agreement and what would be next regarding the design of the plan.

Mr. Diamond stated that from a legal standpoint everything looked fine.

Chairman Kopp requested a motion to approve advertising an RFP to hire a design consultant for Phase 4 of Conewago Creek Project

It was moved by Mr. Hershey and seconded by Ms. Dale to approve the request above as stated. The motion carried unanimously

- Monique Dykman provided her monthly report for December 2024

#### **Public Works** – Andy Brandt

- Mr. Blechertas provided the Board with Andy's monthly report for December 2024
- Motion to approve a new job posting internally for the full time hiring of a Public Works Maintenance I position.

Chairman Kopp requested a motion to approve posting internally for the full time hiring of a Public Works Maintenance I position.

It was moved by Mr. Shellenhamer and seconded by Mr. Hershey to approve the request above as stated. The motion carried unanimously.

- Motion to approve proposal from MPE Consultants for services to obtain a PennDOT HOP for the River Rd water meter project at a cost of \$1,500

Chairman Kopp requested a motion to approve a proposal from MPE Consultants for services to obtain a PennDOT HOP for the River Rd water meter project at a cost of \$1,500.

It was moved by Ms. Dale and seconded by Mr. Hershey to approve the request above as stated. The motion carried unanimously.

### **Golf Course and Bar & Grill** - Sam Risteff

- Sam Risteff provided the Board with his monthly report for December 2024

Mr. Risteff stated that the Golf Carts from Yamaha are schedule to be delivered at the end of February and Moser Roofing Solutions returned to fix the roof from the 2 leaks that were found after the heavy rain we had.

Mr. Blechertas added that he is hoping to put the new roof out to bid upon approval at the February's Board of Supervisors Meeting.

### **Engineer's Report** – Mike Wood P.E., HRG

- Mike Wood provided the Board with his monthly report for December 2024

### **Solicitor's Report** – Jim Diamond, Esq.

Nothing to report

### **Public Safety** – Bart Shellenhamer

Nothing to report

### **New Business:**

Mr. Blechertas stated that he will let the Board know whether or not there will be a Work Session meeting on the 15<sup>th</sup>.

### **Old Business:** None

### **Citizens Input:** None

### **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**

There being no further business to bring before the Board, a motion by Mr. Shellenhamer seconded by Mr. Hershey the meeting was adjourned at 9:43pm.

**Signature on File**

Secretary – Mike Geyer