

WORKSHOP MEETING MINUTES

February 27, 2013

Those in attendance: Ron Hepner, Chairman, John Orr and Joe Snyder, Supervisors; Betty Warfel, Secretary/Treasurer, Steve Erdman, Roadmaster; William Burch; Galen and Faye Deibler, Mary Beckey, and Sara Bender – Woodmen of the World; Tom Troutman – Deibler, Straub & Troutman; Christine Nagorzanski & Brian Reidell – Mid Penn Bank.

The meeting was called to order at 9:00 a.m. by Chairman Hepner.

Pledge of Allegiance to the flag.

Public comments

None

Old Business

1. Faye Deibler explained the function of the Woodmen of the World organization and its' program which presents U.S. flags to non-profit organizations. The members of the organization presented the flag to the Supervisors.
2. Bill Burch addressed the Board with respect to the Todd and Donna Peifer site plan. Burch stated that the Peifers desire to build a single family residence on their lot. An Erosion and Sediment Control Plan has been approved by the Dauphin County Conservation District and the building plans are ready to be submitted for UCC approval. Burch requested that a zoning permit be issued by the Township in order for the process to move forward. This is a site plan, not a land development plan, and does not need approval by the Dauphin County Planning Commission. Supervisors and Burch discussed the issue of road frontage of the building lot and access from the unpaved Park Lane cul de sac. The cul de sac has been built, graded and a base put in. Supervisors reviewed the provisions of the recorded easement for a temporary cul de sac executed by David Witmer. Following review, the Board requested that the site plan contain a note regarding the recorded temporary cul de sac agreement. John Orr made a motion that the Board approve the Todd and Donna Peifer site plan based on the understanding that the temporary cul de sac easement agreement will be noted on the plan and that the Peifers will pave a 20' wide connecting road. Joe Snyder seconded the motion. With all in favor, motion carried. Ron Hepner executed the Stormwater Management Agreement for the site plan.
3. Tom Troutman, of Deibler, Straub and Troutman, presented the Board with an insurance dividend check issued by EMC. The Board and Troutman reviewed provisions of the proposed renewal summary of the Township's current insurance policy. The values of the buildings, real property and personal were reviewed. Additional insured's will be modified under the Inland marine section. The Boss plow and John Deere mower will be added to the equipment list. No changes will be made to the general liability and workmen's compensation sections. Signage and enforcement issues for buildings and roadways were discussed. Public officials and umbrella coverages will remain the same. The overall premium increase is anticipated to be 5%. Events such as bike and walk/run races will not increase the Township's liability if we are not involved in the sponsorship of the event.

4. Christine Nagorzanski & Brian Reidell of Mid Penn Bank addressed the Board to provide investment options for non-profit and government organizations. The two Certificates of Deposit on deposit at Mid Penn Bank which are held in a special reserve for emergency catastrophic situations which may arise have matured. Option 1 - These certificates, in the amounts of \$250,000 and \$199,000, can be moved into a government checking account, at a special rate of .65%. Option 2 – All of the checking accounts currently on deposit at Mid Penn Bank could have their current blended .10% rate raised to .35%. Following discussion, Ron Hepner made a motion to deposit the principal of the mature Certificate of Deposit 30108490 in the amount of \$199,000 into the currently established Special Reserve government checking account at Mid Penn Bank. Second by Joe Snyder. All in favor, motion carried. Supervisors and Treasurer will discuss the options presented as well as the possibility of merging several accounts currently on deposit at Mid Penn Bank. Secretary Warfel will prepare letters of authorization to have the principal of both mature Certificates of Deposit into the established Special Reserve checking account.

5. Ron Hepner is in the process of obtaining a contract with Pennsy Supply to perform street sweeping in the township from April 15th-April 19th. Pennsy Supply will be providing the machine and operator.

6. The plans for Spring Cleanup Day are progressing well. Dumpsters have been lined up through Waste Management and Coleman's Surplus will provide bins for scrap metal.

Roadmaster Report

1. Weather conditions and machine repairs have caused some extra expense. The road crew has been performing shop work and sign repair.

2. Steve Erdman presented a list of proposed paving and sealcoating projects for the 2013 season. The list of proposed paving projects totaled \$235,509 and sealcoating \$47,573. A lengthy discussion of the work needed on Charles Road and Lentz Avenue ensued. The options for stormwater runoff for this project are an infiltration system or installing pipe and milling. A proposed site diagram of the roadway containing grade, pitch and contours was reviewed. An infiltration system may be installed on Middle Road. The road crew will build inlets for this location. Erdman will prepare a list of roads for crack sealing. A representative from LTAP will be scheduled to look at Etzweiler Road, Summers Road, Grange Hall Road, and Landis Drive to determine the best course of action to improve these roadways. Roadmaster Erdman and Secretary Warfel will prepare bid packages for (1) 3rd Street, Center Street, and West Pearl Street, Lenkerville; (2) Fairlane Drive, Park Lane and Lincoln Lane; and (3) St. David Drive, Charles Road & Lentz Avenue.

New Business

1. Sean Grimm provided a copy of the Dauphin County Emergency Operations Policy adopted by the Dauphin County Commissioners for review. A Resolution to approve and support the plan and a Promulgation were reviewed as well. Ron Hepner moved that the Board approve and execute the Resolution and Promulgation. John Orr seconded the motion. All in favor, motion carried.

2. The purchase of a new office computer is on hold until information regarding a GIS package can be obtained.

3. Supervisors discussed the possibility of requiring residents to purchase a permit to deposit brush at the compost center. The cost to dispose of the compost continues to increase. The charge for the permits would help defray the cost of this service. Millersburg Borough currently charges \$25 for a permit. This proposal will be considered again at a future meeting. John Orr will order the new sign for the compost center.

4. The possibility of holding a monthly electronics collection was discussed. Gaylord boxes would be provided by the County at no cost to the Township. The issue of staffing was discussed. This item was tabled for discussion at a later date.

5. The Board proceeded to discuss obtaining recycling bins at the Township property. Dauphin County does not have funds available to purchase new bins. Free bins are available in Blair County and Schuylkill County. These bins would need to be transported and repairs made by the Township. Chairman Hepner discussed the possibility of obtaining a matching grant with John Lundsted of DEP. This grant would provide funds for site preparation, transportation and repairs. Secretary Warfel will obtain a copy of the grant application for review.

6. Four sealed bids were received in response to the advertised bid package for replacement of the Township's salt shed roof. Bids were as follows (total of sections A & B on the bid sheet): A&K Pole Buildings - \$6,845; CB Structures - \$14,138; Hossler Construction - \$11,447; and Penn State Construction - \$5,517. John Orr made a motion to accept the bid of \$5,517 submitted by Penn State Construction, of Lewistown, PA. Second by Joe Snyder. All in favor, motion carried. Ron Hepner will be the contact person for coordination of this project. Costs of additional work required will be covered under provisions of Section C of the bid sheet. Supervisors will select the color of the metal roof.

7. Supervisors discussed the plan submitted for the Hazel Jones property on Paxton Drive. This plan will be discussed at the March 12th meeting of the Zoning Hearing Board. Chairman Hepner will attend the meeting to voice the Board's objections to this proposed plan.

Public Comments:

None

With no further business to discuss, Ron Hepner moved to adjourn. Second by John Orr. All in favor, motion carried. Meeting adjourned at 1:40 p.m.

Respectfully submitted,

Betty A. Warfel, Secretary