

## WORKSHOP MEETING MINUTES

March 12, 2012

Those in attendance: Ron Hepner, Chairman; Joe Snyder and John Orr, Supervisors; Betty Warfel, Secretary/Treasurer; Randy Witmer, Zoning Officer; Patrick Brown, Buchart-Horn; Joe Whitcomb, Eastern Industries; Steve Quigley, Ned Smith Center; Mike Janosko, Verizon; Tom Shaffer and Mike Whitcomb.

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

### Public comments

1. Mike Whitcomb addressed the Board with questions relating to the Township's upcoming 250<sup>th</sup> anniversary which will take place in 2017. Whitcomb advised that he and several other individuals would be willing to help compile a book similar to the Bi-Centennial one prepared in 1967.

### Old Business

1. Joe Whitcomb and Steve Quigley addressed the Supervisors regarding the Water Company Road issue at the Ned Smith Center. Eastern Industries placed material in the swale; however, the site was washed out and the fabric is gone. The Township accepted this road and the swale. A review of the history of this problem seemed to indicate that all parties share some responsibility. Quigley requested that the Township execute a Transferee/Co-Permittee Application for an NPDES Permit to remove Eastern Industries name from the permit and include Upper Paxton Township as the Co-Permittee. This would only apply to the modifications to Swale 4A as outlined in the revised narrative approved by DCCD. Under this permit, swale modifications shall be done at the Township's cost. If the Township is to agree to this transfer, Steve Quigley agreed that the current proposed design does not appear to be workable and appears to need to be re-designed possibly using a pipe. Steve Quigley agreed to contact H. Edward Black's engineer and inquire whether 5' pipe would handle the problem. In response to John Orr's inquiry whether Eastern Industries would be open to sharing some of the Township's cost, Joe Whitcomb responded that he would check into this request with Eastern's management.

2. Patrick Brown attended the meeting to clarify comments included in his correspondence regarding the proposed Early Bird/Night Owl Storage plan sent to the Township dated March 8, 2012. Brown stated that the Township's ordinance does not support the proposed alternative plan's assertion that the coverage condition will produce less stormwater runoff and stated that the numbers set forth in the Township's Ordinance should be used when calculating runoff. According to the Ordinance, there is a compaction element which will prove to be problematic when using 2RC stone. The proposed plan does present an alternative stormwater runoff plan; however, the BMP requirements for an acceptable stormwater runoff plan set forth in the Ordinance are clearly stated. Proposed calculations indicate increased stormwater runoff and inadequate infiltration. Upon application made to PennDot for an HOP Permit, Early Bird/Night Owl may receive comments regarding the stormwater issue. Justin Challenger, of Dauphin County Conservation District, has advised Brown that DEP may provide suggestions following a technical review required for permit approval. This plan could be adjusted to meet the Township's requirements. Revision would be needed to meet the Township's 40% land use coverage requirement. In Brown's opinion, this does not appear to be an actual plan containing BMPs for stormwater runoff. Chairman Hepner stated that the Supervisors' responsibility is to the citizens of the Township and they will only approve a plan containing a stormwater management design that will hold up in the future.

3. Mike Janosko addressed the Supervisors to explain the changes and upgrades to the current Verizon Wireless plan. Current plan should be amended to reflect the lower number of minutes being used by employees. Vehicle chargers and SD cards are available at an additional cost. Government I-phones are available with text and application capabilities at a minimal cost. This cost could be shared with employees. Janosko will obtain prices for various packages available and provide the same for the Supervisors' consideration prior to renewal of the Township's contract.
4. Street sweeping dates have been changed to April 16 – April 20<sup>th</sup>. The contract from A& H Equipment should soon be received for execution.
5. Discussion ensued regarding the 2012-2013 CoStars road salt contract. Randy Witmer will order salt to fill up the available space in the bin to help fulfill our current contract. The remaining salt required to be purchased under the current contract may need to be stored and fees paid for the same. Joe Snyder made a motion that the Board execute the 2012-2013 CoStars contract obligating the township to purchase 100 tons of salt. John Orr seconded the motion. All in favor, motion carried.
6. Supervisors discussed the application for funds under the Hazard Mitigation Program Grant Program for the analysis of watershed, design to mitigate the flooding issues, and construction design recommendations to mitigate the flooding problems shared by Millersburg Borough and Upper Paxton Township. Ron Hepner made a motion to send a letter of support (as co-applicant) for the proposed \$275,000 project application to the Pennsylvania Emergency Management Agency. Joe Snyder seconded this motion. With all in favor, motion carried.
7. Chairman Hepner provided three estimates he obtained for the purchase of a mower for the township's use. Three mowers, a John Deere model, a New Holland model and one by Kubota were reviewed. CoStars estimates were obtained through Messick's, Prime Line Equipment, and Valley Ag and Turf. Prices ranged from \$14,747 to \$20,000. The road crew has requested that turf tires be included at an additional cost. These models all are 25 h.p., 4-wheel drive, and have a front end loader and a 60" mower deck. Tom Shaffer volunteered to mow the Hottenstein/Kocher Glen at no charge to the Township if the mower is provided. Supervisors will review this information and consider the costs to purchase a mower and hire seasonal help or whether to bid the mowing services again this year. A decision will be made at Wednesday evening's meeting.
8. Supervisors discussed items to be included in the job description for a seasonal part-time employee. John Orr will prepare a description of the duties and responsibilities and present it to the Board for their review at Wednesday evening's meeting.
9. Luanna Zimmerman, Tax Collector, has requested that she be exonerated from collecting the 2012 fire tax, in the amount of \$1.05, from Kenneth Graff, Tax Parcel 65-033-081-001-0001. The reason for this assessment change is the removal of a structure on Mr. Graff's property. John Orr made a motion to exonerate Luanna Zimmerman from collecting the aforesaid fire tax. Joe Snyder seconded the motion. All in favor, motion carried.
10. The road crew has requested that their work cell phone numbers be included on the township's website to give residents better response time in emergency situations such as flooded roads, snow removal and downed trees blocking roadways. Following discussion, Chairman Hepner volunteered to prepare a definition of "emergency" situations to be included with the numbers on the site.

11. The township had received a request to approve the cost of lime to be spread on the MYO ballfield. This work has already been done and paid for by the Millersburg High School Booster Club. This request has been tabled for discussion at a future date.

12. Members of the Board discussed the proposed roadwork bid packages prepared by the Roadmaster and Secretary for review. Proposed work included the intersection at Shippen Dam Road and Senator Drive, 1,525 ft. x 18' at an estimated cost of \$36,625 and the alternative package of 2,130 ft. x 18' at an estimated cost of \$50,445. Following discussion of the age of the paved area of the current road surface, pipe work needed, and funds needed for other road projects, Ron Hepner moved that the Board proceed with the 1,525 ft. x 18' rather than the 2,130 ft. x 18' bid package on Senator Drive. Joe Snyder seconded the motion. All in favor, motion carried. The bid package for work to be done on Isle of Q Road was then reviewed. This work would include a triple application process on a 2,240 ft. by 18' wide road surface. Joe Snyder made a motion to advertise the bid package for Isle of Q Road as presented. John Orr seconded this motion. All in favor, motion carried.

#### New Business

1. Tom Shaffer requested that he be allowed to take any bicycles that are collected on Spring Clean up Day. Shaffer gives these bicycles to a repairman who refurbishes the bikes and donates them to needy children. Supervisors gave their permission for Shaffer to continue this practice as he has done in the past.

2. Randy Witmer inquired whether the Millersburg Area High School Conservation Club would be allowed to collect the aluminum scrap at the township's Clean up Day and use any money that they derive from recycling the same to fund their projects. The Board approved this request from the Conservation Club as long as the students are on site and assist during the collection.

3. Witmer advised that individuals have requested to take any electronics collected by the township on Clean up Day free of charge. Another company will pay the township for the electronics, but the township must transport the electronics to their facility. Witmer will research these options further and report back to the Board.

4. Tom Troutman has provided the Board with the appraisal of the Township's property prepared by MIB. Some of the properties have increased in value while others have decreased. According to the findings of the appraisal, the Township's properties are currently over-insured by \$305,105. Following discussion, John Orr made a motion that the Board grant approval for Troutman to change the property values to those listed in MIB's appraisal for renewal of the Township's insurance policy. Ron Hepner seconded this motion. All in favor, motion carried.

#### Public Comments

None

With no further business to discuss, Ron Hepner moved to adjourn. Second by Joe Snyder. All in favor, motion carried. Meeting adjourned at 12:37 a.m.

Respectfully submitted,

Betty A. Warfel, Secretary