

EAST PENNSBORO TOWNSHIP
BOARD OF COMMISSIONERS
DECEMBER 7, 2016

Regular Meeting

7:00 p.m.

A Regular Meeting of the East Pennsboro Township Board of Commissioners was held on Wednesday, December 7, 2016, at 7:00 p.m. at the Community and Municipal Center, 98 S. Enola Drive, Enola, Pennsylvania.

Those present were: Commissioners - John Kuntzelman, President; Paul Hartman, Vice President; Kristy Magaro, George Tyson, and Charles Gelb; John Pietropaoli, Township Manager; Lisa M. Coyne, Esquire, Township Solicitor; John B. Owen, Codes Enforcement Officer; Jared Hockenberry, Township Engineer; Dearan Quigley, Housing & Community Development; Chief Bashore, Police Department; and Erik Owen, Fire Marshal.

I. CALL TO ORDER

President Kuntzelman called the meeting to order at 7:00 p.m. A moment of silent meditation was held remembering December 7th and our servicemen and women who protect us, also thanking the police officers, volunteer firefighters, and emergency personnel for the service they provide for the community, followed by the Pledge of Allegiance to the Flag.

I. APPROVAL OF MINUTES

MOTION approving the following itemized minutes:

1. Regular Meeting - November 2, 2016
2. Regular Meeting - November 16, 2016

was made by Mr. Hartman, seconded by Ms. Magaro, and was carried by a unanimous aye vote.

III. APPROVAL OF REPORTS

MOTION approving the following itemized reports:

1. All Permit Summary Report - November 2016
2. Police Report - October 2016

was made by Ms. Magaro, seconded by Mr. Gelb, and was carried by a unanimous aye vote.

IV. PRESENTATION

Ms. Cherie Matter, Recreation Director, and President Kuntzelman presented a plaque recognizing Mr. Lee Seibert for 29 years of dedicated service as an educational and community leader in East Pennsboro Township. He served a total of 40 years teaching and leading in education and community service from Pennsylvania to Oklahoma. He was a teacher in East Pennsboro from the fall of 1985 to the spring of 2014. He developed a community service program, volunteered in the Family Fund, and as a longtime East Pennsboro resident dedicated himself in service to his community and volunteered on various community groups and committees, and he has provided volunteers for the various East Pennsboro Township recreation committees.

President Kuntzelman noted the township has a lot of community members who dedicate time, but Mr. Seibert really was an outstanding volunteer and provided a lot of students who learned community service through him.

Commissioner Magaro presented a plaque to the 2016 EPYAL Peewee Football Team, who were undefeated this year and almost unscored upon, 342 to 19. She noted they were the underdogs but won the 2016 CFA Peewee National Conference and Super Bowl Championship Team with an undefeated season. The coach presented the board with a picture from their championship game, moments after they won it in overtime. He also noted it is a good feeling for the team to be here tonight being honored along with Mr. Seibert, who taught the coaches and they learned community service through him.

Mr. Ryan Rhoads, with Michael Baker International, presented the follow-up study on how to provide the Green Infrastructure Plan on the Regional Connections study. Funding was provided by EPA Region 3, and a grant from the Chesapeake Bay Trust through the Chesapeake Bay Implementation Grant Program, with matching funds from East

Board of Commissioners

December 7, 2016

Page 3

Pennsboro Township, which was really matching time provided by township staff. Green infrastructure is an approach to water management that protects, restores, or mimics the natural water cycle. Along College Hill Road, they are looking at reconfiguring the road to get a shared path from B Street down to the Summerdale Plaza. At the intersection of College Hill Road and B Street, adjusting the CAT bus shelter and providing new sidewalk. At B Street and Valley Road, there is no curbing by the diner, and also connectivity to Park Avenue and the Summerdale tract. There is a chance at the end of the cul-de-sac to install some rain gardens, and provide a permeable trail from the Boyer House to the future Third Street/Park Avenue cul-de-sac.

One of the connectivity goals was to provide from the Summerdale tract to the future development of the college tract. The proposal was to use Wayne Avenue, which has a large right-of-way to provide the room. The area was developed in the early 1900s, when there were not a lot of stormwater controls done then. They propose to make it a complete street from a stormwater and walkability standpoint. There is also a grade separating the crossing of Valley Road at that area.

Another consideration is doing green alley improvements to all the alleys in the township. They are looking at some that were done in Lancaster to see what can be done in East Pennsboro.

Mr. Pietropaoli noted they mention 10-foot cartways for streets. Mr. Rhoads stated for a non-main road, that would be the common number, although that would be without parking. As the township does the Connections Study projects, they would want to incorporate these initiatives into that. That project gives connectivity and walkability, and by adding green infrastructure, the township might be able to double up on some of those grants and use grants as matching funds, which provides a greater opportunity.

Mr. Rhoads told the board Michael Baker International will provide a report that coincides with the grant, including spreadsheets that will provide cost estimates for future projects.

V. BUSINESS FROM THE FLOOR

Mr. Dale Roush, 708 Shaffer Street, Enola, addressed the board about an incident that happened across the street from his house. An individual who parks his car across the street was targeted Monday night and damage was done to his vehicle, with windows busted out. He noted there is glass all over the roadway, and the individual who owns the car is nowhere to be found. He asked if it was possible to get a street sweeper out there. Mr. Pietropaoli stated they will get one there in the morning. President Kuntzelman told Mr. Roush that anytime there is an incident or complaint like that, to please call the township.

Mr. Gene Assante, 817 Acri Road, noted he was gratified during the Pledge of Allegiance to hear the Peewee football team so enthusiastic, which shows there is hope for the country in the younger generation.

VI. ITEMS FOR DISCUSSION AND APPROVAL

MOTION authorizing payment of invoices and payroll pending review and signatures of Commissioners, was made by Mr. Hartman, seconded by Ms. Magaro, and was carried by a unanimous aye vote.

MOTION to approve Resolution no. 2016-11 of East Pennsboro Township, Cumberland County, recognizing Lee Seibert for years of dedicated service as an educational and community leader in East Pennsboro Township, was made by Mr. Tyson, seconded by Ms. Magaro, and was carried by a unanimous aye vote.

MOTION to approve payment to Coyne & Coyne, Township Solicitor, for professional services rendered during the period of July 28, 2016, through November 22, 2016, in the

amount of \$5,062.50, was made by Mr. Hartman, seconded by Mr. Gelb, and was carried by a unanimous aye vote.

The board reviewed the fees and charges for various township services. Mr. Pietropaoli noted the trash fee in the township for residential customers will go up \$1 per month, \$3 per quarter, which is set for a five-year contract. The trash contract has two one-year extensions, which could become a seven-year contract.

MOTION to approve Resolution 2016-12 of East Pennsboro Township, Cumberland County, establishing fees and charges for various township services, was made by Ms. Magaro, seconded by Mr. Tyson, and was carried by a unanimous aye vote.

Mr. Kevin Shannon, from GHD, discussed the Susquehanna Avenue Sanitary Sewer Replacement Project. Mr. Hockenberry noted this is the additional work to get Juniata out to bid, and it includes design, comments, final plans, advertising for bids and receiving the bids, construction phase and project closeout, and the recorded drawings.

MOTION to approve the proposal from GHD for engineering services for the Susquehanna Avenue Sanitary Sewer Replacement Project in the amount not to exceed \$18,000, as per recommendation of the Township Engineer, was made by Mr. Gelb, seconded by Mr. Hartman, and was carried by a unanimous aye vote.

MOTION to approve the request for release of cash escrow from Mr. Norm Hoover for the 1250 Associates project, an inspection was performed on November 21, 2016, verifying the completion of all required improvements, was made by Mr. Tyson, seconded by Ms. Magaro, and was carried by a unanimous aye vote.

The board reviewed the Memorandum of Understanding between East Pennsboro Township and the Friends of Recreation at East Pennsboro Parks. Mr. Gelb noted they have been working on this MOU for a while to make the Friends of Recreation at East Pennsboro Parks recognized as

a separate entity of East Pennsboro Township, so when they raise money, it is for specific projects. The agreement states their purpose and that they are a separate entity of the township working together for the cause. The organization is established as a 501(C)3, and is able to solicit donations as such.

MOTION to approve the Memorandum of Understanding between East Pennsboro Township and the Friends of Recreation at East Pennsboro Parks, was made by Mr. Hartman, seconded by Mr. Tyson, and was carried by a majority of aye votes, with Mr. Gelb abstaining because he is part of the organization.

MOTION to approve Resolution 2016-13 of the Township of East Pennsboro, Cumberland County, recognizing Ann Simonetti for years of outstanding service as the Executive Director of the Capital Region Council of Governments, was made by Mr. Hartman, seconded by Ms. Magaro, and was carried by a unanimous aye vote.

President Kuntzelman stated for the record on Monday, December 4, 2016, the board held an Executive Session regarding personnel.

Mr. Pietropaoli noted the wellness committee held a competition to create a logo, and four people have submitted their designs. A wellness fair is being held January 6, and they would like to have merchandise made with the selected logo. The wellness committee has had four meetings so far, and had a successful wellness clinic where they administered flu shots. They are collaborating with local groups and have a lot of vendors for the upcoming wellness fair. The board selected their favorite logo.

Mr. Pietropaoli noted the township hit the \$460,000 mark for collection of unpaid sewer and refuse bills for the year, with December numbers yet to come in. At the end of 2016, he will have the full numbers since the collection process began and will provide the amount in January.

Board of Commissioners

December 7, 2016

Page 7

Mr. Pietropaoli noted they finished negotiations on the cell tower today and will get the executed documents for the lease. He also noted Chief Bashore is going to do different patrols targeting speeding in the country club area in the next couple of days.

The budget meeting is scheduled for approval at the workshop meeting on December 21. It has been on display.

Intergovernmental Committee meeting is December 13 at 5:30 p.m. at the school district.

Mr. Tyson informed the board the upcoming newsletters are going to have a volunteer spotlight to recognize the volunteers in the community, whether an individual or a group, which will also identify volunteer opportunities in the township and their time commitments, in an effort to thank volunteers and to promote volunteering. Ms. Magaro concurred that there are a lot of wonderful volunteers in the township, noting the Peewee coaches this evening were all volunteers, and some of them do not even have children on the team.

MOTION to adjourn the meeting at 8:30 p.m., was made by Ms. Magaro, seconded by Mr. Tyson, and was carried by a unanimous aye vote.