##### PUBLIC MEETING MINUTES

 April 25, 2019

Chairman Hickey called the Public meeting to order at 7:00 p.m.

**ATTENDANCE**

 Supervisors Present: Rosa Hickey, Chairperson

 Steve J. Harlacher, Vice-Chairman

 Dave Markel, Supervisor

 Staff Present: Kelly Kelch, Township Manager

 Lori Trimmer, Recreation Director

 Keith Whittaker, Finance Director

 Stephen Callahan, Public Works Director

 Rachelle Sampere, Zoning Officer

 John Snyder, Chief of Police

 Clif Laughman, Fire Chief

 Paul Wilson, Township Engineer

 John Herrold, Township Solicitor

 Tricia Smeltzer, Stenographer

**PLEDGE OF ALLEGIANCE**

 The Pledge of Allegiance was recited.

**EXECUTIVE SESSION**

 Chairman Hickey announced an Executive Session was held prior to tonight’s meeting to discuss personnel matters. No action was taken.

**PUBLIC COMMENTS**

 A. Patrick Shorb – 1940 Bank Lane – Was in attendance on behalf of Hillside Commercial LLC, aka Holla Spirits Vodka Bottling, to seek the Board’s permission to run a 4 inch water pipe through a 20’ wide drainage easement in order to power a sprinkler system that is required for his facility. The water line needs to come up through the township’s 20 foot wide drainage easement (which is also located on Tony Craven’s property at 2215 Heather Road). Hillside Commercial LLC currently is working on an easement contract with Mr. Cravens, but needs the township’s permission to run the water line through the township’s drainage easement. Solicitor Herrold didn’t see a problem with it. The Board asked to see documents and drawings showing the details. Manager Kelch asked if neighboring property owners were notified and Mr. Shorb said yes. The Board asked if there were any opposition by residents. Mr. Shorb said no. Mr. Shorb also stated that the water line will only come across the township right of way 20 feet. A motion was made to approve the location and installation of the water line , conditionally, upon documents and drawings being shown to the Zoning Officer, at which time she will discuss with the Township Manager. Motion to also approve the Township Manager to sign off on the easement rights.

 MOTION: S. Harlacher

 SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

#### APPROVAL OF MINUTES

1. The minutes of the March 28, 2019, Public Hearing Meeting were presented for approval. Motion to approve the minutes of the March 28, 2019 Public Hearing Meeting as presented.

MOTION: D. Markel

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

1. The minutes of the March 28, 2019, regular Public Meeting were presented for approval. Motion to approve the minutes of the March 28, 2019 regular Public Meeting as presented.

MOTION: S. Harlacher

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

**UNFINISHED BUSINESS**

1. SHILOH WATER FLUORIDATION: Jim Bentzel and John Hortanavic were in attendance to provide reasons on why they are recommending the removal of fluoride from the water system. The main reason being some residents were asking for it to be removed due to health concerns. After some discussion and questions by the board, a motion was made to table the request from Shiloh Water Authority to remove fluoride from the water system. This request was tabled in order to allow Shiloh Water Company to hold an open forum meeting to hear resident’s comments and concerns regarding this topic. The township public meeting room was offered as a facility to hold their public meeting. It was also suggested they advertise for this meeting.

MOTION: D. Markel

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

#### OPEN FLOOR DISCUSSION

1. Police Department Crime Watch Website -Officer Tim Fink and Police Chief John Snyder met with a crime watch expert to gather information before embarking on this project. Officer Fink provided a presentation regarding all of the features that the new Police Department website will offer. Some of the highlights include a website that will stream across many different forms of social media all at one time. It can be linked to a mobile phone. People can submit a tip, sign up for alerts, or simply share information. Chief Snyder praised Officer Fink for putting this presentation together and for spear-heading the Crime Watch website. The Board also thanked them for the effort that went into this project.

**NEW BUSINESS**

1. RESOLUTION 19-20: Motion to approve Resolution 19-20, amending the 2018 Budget.

MOTION: S. Harlacher

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

1. ROAD MATERIALS CONTRACTS AWARD: Motion to award contracts for

Road Materials to the lowest bidders as follows:

1. Stone: York Building Products
2. Super pave: York Materials Group LLC
3. Traffic Line & Symbol Painting: D.E. Gemmill Inc.
4. Placement of Bituminous Paving
* Hayden Heights Rd / South Dr / Brenda Rd Kinsley Construction
* North Diamond St / Clinton St/

Worth St / Leonard St Kinsley Construction

* Zimmerman Dr / Alwine Ave / Darlington Rd Kinsley Construction
* Herman St / Center Court / Overbrook Dr /

Dewey St Kinsley Construction

 MOTION: R. Hickey

 SECOND: D. Markel

 MOTION PASSED UNANIMOUSLY

1. 2019 SEWER RELINING PROJECT BID AWARDS: Motion to approve awarding the 2019 Sewer Relining Project to the lowest bidder, which was SAK Construction LLC from O’Fallon, Missouri, with a regional office in Maryland. Their bid came in at about half of the estimated Engineer’s cost. A memo with the cost details was distributed to the board prior to tonight’s meeting.

MOTION: R. Hickey

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

1. TAXVILLE ROAD CLOSURE RATIFICIATION: Motion to ratify a previous road closure for Taxville Road on April 4th, for approximately 10 minutes due to a stormwater repair.

MOTION: D. Markel

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

1. HOUSE BILL 511: Motion to approve a request from the Township Planning Commission to allow staff to contact Senator Phillips-Hill and request her support of House Bill 511, which would allow municipalities to enter into intergovernmental agreements by resolution instead of by ordinance.

MOTION: S. Harlacher

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

1. RESOLUTION 19-21 - YORK COUNTY HAZARD MITIGATION PLAN: Motion to approve adopting the updated/revised York County Hazard Mitigation Plan.

MOTION: R. Hickey

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

1. T-840 PRELIMINARY / FINAL LAND DEVELOPMENT PLAN – Motion to approve a final land development plan, for Auto Spa Express Car Wash, located at 2180 York Crossing Drive, with the following conditions and waivers. Scott DeBell from Site Design Concepts was in attendance to answer any questions.

**Conditions:**

Zoning Ordinance :

1. A lighting plan should be submitted in accordance with the Zoning Ordinance.  (§150-233 & §150-255)
2. All proposed signs shall conform to §150-282 and the Permitted Permanent Sign Chart for the Regional Commercial zone unless a variance is obtained from the Zoning Hearing Board.

Subdivision and Land Development Ordinance :

1. A sewer facilities plan revision (plan revision module for land development) or supplement in accordance with the Pennsylvania Sewerage Facilities Act 537 of 1966, as amended.  (§121-14.E.2 & §121-15.F.3)  *A sewer planning module must be submitted and approved by PA DEP prior to recording the plan.*
2. Financial security required.  (§121-17)
3. Maintenance guaranty required. (§121-19)
4. As-built plans required.  (§121-21) *Prior to obtaining any Certificate of Use and Occupancy, 2 copies of an as-built plan must be submitted to the Township office.*

Stormwater Management Ordinance :

1. An Erosion and Sedimentation Control Plan will need prepared for the site along with an approved NPDES Permit.  (§113-18.E.5) *Verification must be provided that the York County Conservation District has approved the plan.*
2. A notarized signature of the owner of the parcel for which the SWM site plan is proposed indicating that they are aware of and will be responsible for operation and maintenance of the facilities.  (SWM:  113-18.E.11)
3. An as-built plan will be required.  (§113-25)  *Please provide 2 copies to the Township for distribution to the Township Engineer and to retain in the Township’s file.*

General Comments:

1. The building shall have a single Knox Box installed near the entrance to the employees’ office.  The box shall be installed 5’ above grade.
2. All administrative items shall be addressed prior to plan recording (payment of all invoices, purchasing of EDUs, etc.)
3. All final plans, as recorded, shall be submitted in electronic format (i.e. PDF)

**Waivers:**

1.  Preliminary plan.  (SLDO:  121-9)

2.  Volume Controls. (SWM: 113-14)

3.  Sidewalks and curbs. (SLDO:  121-25)

 MOTION: R. Hickey

 SECOND: S. Harlacher

 MOTION PASSED UNANIMOUSLY

### ADMINISTRATIVE REPORTS

1. Recreation Director: Trimmer’s report was reviewed. She stated at their last Rec Advisory Committee meeting two individuals expressed interest in joining the Committee. One was Brenda Brown and the other one was Barbara Lehr. Both were approved as delegates; non-voting members. One replaced Lavern Krout.
2. Finance Director: Whittaker’s report was reviewed. Whittaker advised that the Township was holding escrow finds which no longer needed to be held and the projects associated with the funds have been satisfactory completed so there was no reason to retain the funds. Whittaker advised due diligence was done by staff and he recommends the following escrows be released:

 1. Rick Shaffer of 1720 North Drive for $575.56

 2. Gander Mountain Engineering for $122.76

 Motion was made by consensus to authorize the release of the two (2) escrow accounts totaling $698.32

1. Fire Chief: Chief Laughman’s report was reviewed. He advised that May 13th will be the repainting start date of the fire truck and it will be out of service for 4-6 weeks. No additional comments.
2. Police Chief: Police Chief Snyder’s report was reviewed. No additional comments.
3. Manager: Manager Kelch’s report was reviewed. Staff needs the Board’s permission to allow the Township Manager to transfer funds from Morgan Stanley to Orrstown Bank. Manager Kelch advised to complete the transfer of funds from Morgan Stanly to Orrstown Bank, a corporate resolution from Orrstown Bank needed to be signed by the chairperson of the Board authorizing Kelly Kelch and Keith Whittaker to have authorization to establish the new accounts and act as signatories for the accounts. Motion was made to allow all of the above.

 MOTION: S. Harlacher

 SECOND: R. Hickey

 MOTION PASSED UNANIMOUSLY

1. Engineer: Engineer Wilson’s report was reviewed. No additional comments.
2. Zoning Officer: The Zoning report was reviewed. No additional comments.

1. Solicitor: Solicitor Herrold’s report was reviewed. No additional comments.
2. Public Works Director: Callahan’s report was reviewed. Director Callahan mentioned that the Engineer has three options for concepts of the EMS expansion off the other buildings plus one option for a stand alone building. Manager Kelch will speak with the Solicitor before this is acted upon by the Board of Supervisors. No additional comments.

**STORM WATER MANAGEMENT/MS4**:

 Zoning Officer Sampere noted, during her report, that the Township’s MS4 Storm Water Inspector is available Monday thru Friday, 8 am to 4:30 pm to answer any questions relating to storm water management.

#### APPROVAL OF BILLS

 **Bills**: Motion to pay the following bills as presented:

 **Fund** **Check No.** **Amount**

 Warrant 19-04 Fund 01 27250 - 27386 $ 698,725.92

 WMT Sewer Fund 3943-3970 $ 493,822.77

 Liquid Fuels 679-697 $ 19,062.45

 Payroll 07: Pay Pd. Ending 03/30/19 Paytime Vouchers $ 158,715.40

 Payroll 08: Pay Pd. Ending 04/13/19 Paytime Vouchers $ 164,702.54

MOTION: D. Markel

SECOND: S. Harlacher

 MOTION PASSED UNANIMOUSLY

**ADJOURNMENT**

 Motion to adjourn the regular meeting at 8:01 pm

MOTION: S. Harlacher

SECOND: D. Markel

 MOTION PASSED UNANIMOUSLY

 Respectfully Submitted,

 Kelly K. Kelch, Secretary

 Trish Smeltzer/Stenographer

MOTION TO APPROVE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 SECOND: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_