

MINUTES

BOARD OF COMMISSIONERS

LOWER ALLEN TOWNSHIP

REGULAR MEETING

January 22, 2007

The following were in ATTENDANCE:

BOARD OF COMMISSIONERS

TOWNSHIP PERSONNEL

John Titzel
Lloyd W. Bucher
Peddrick M. Young, Sr.
Dan Christ

Thomas Vernau, Jr., Township Manager
Jan Faust, Assistant Manager
Frank Williamson, Public Safety Director
Daniel Flint, Township Engineer
Christopher Yohn, EMS Captain
Charles Snyder, Police Chief
Nancy Dietel, Finance Director
John Eby, Planning & Zoning Coordinator
Steven Miner, Solicitor

President TITZEL called the Regular Meeting of the Board of Commissioners of Lower Allen Township to order at 7:30 p.m., and led in prayer, followed by the Pledge of Allegiance. He announced Proof of Publication was available for review.

President TITZEL stated Commissioner BLACK was absent with excuse.

AUDIENCE PARTICIPATION

President TITZEL asked if anyone in the audience would like to address the Board of Commissioners concerning any agenda item.

Carrie Haller stated she was present at tonight's meeting to address any questions related to Texas Roadhouse.

CONSENT AGENDA

President TITZEL asked if any Commissioner, Staff member, or anyone in attendance would like to have an item on the Consent Agenda removed for further discussion. There was no response.

Commissioner CHRIST asked to have the Treasurer's Reports removed for discussion.

Commissioner YOUNG moved to approve the items on the Consent Agenda as revised, which are listed as follows:

- a. Warrants Journal of 1/18/07 in the amount of \$180,572.22. A manual checklist was in the amount of \$3,762.12.
- b. Department Reports for the month of December, 2006, including: Engineer (November and December), Public Works (December and Year-End 2006), Community Development, and Public Safety.
- c. Accept the resignation of Joseph M. Marczyk, Plan Review Technician with the Community Development Department, effective February 9, 2007.
- d. Executing a Maintenance Agreement for School Speed Limit Signs, Supports and Beacons with the West Shore School District.

Commissioner CHRIST seconded the motion. Motion carried, 4-0.

APPROVE TREASURER'S REPORTS

Commissioner CHRIST asked if the Treasurer Reports were now up-to-date with these latest submissions.

Mr. Vernau stated he believed they were up to date and had been assured by the Treasurer that the reports should not be that far behind again.

Commissioner BUCHER asked what the revisions were on two of the reports.

Mr. Vernau stated he would check with the Treasurer.

Commissioner BUCHER moved to accept the corrected Treasurer's Reports for September, 2006 and October, 2006; and the initial Treasurer's Reports for November, 2006 and December, 2006. Commissioner YOUNG seconded the motion. Motion carried, 4-0.

APPROVE MOVING EMT-II HELEN HERTZLER TO REGULAR FULL-TIME

Commissioner CHRIST moved to approve moving EMT-II Helen Hertzler to regular full-time status, as she has successfully completed her six-month probationary period. Commissioner YOUNG seconded the motion. Motion carried, 4-0.

APPROVE MOVING EMT-II MATTHEW COOK TO REGULAR FULL-TIME

Commissioner YOUNG moved to approve moving EMT-II Matthew Cook to regular full-time status, as he has successfully completed his six-month probationary period. Commissioner CHRIST seconded the motion. Motion carried, 4-0.

APPROVE MOVING OFFICER ANTHONY MARTINEZ TO REGULAR FULL-TIME

Commissioner YOUNG moved to approve moving Officer Anthony Martinez to regular full-time status, as he has successfully completed his twelve-month probationary period. Commissioner CHRIST seconded the motion. Motion carried, 4-0.

ANY BUSINESS PERTINENT TO THE TOWNSHIP

President TITZEL asked if there was anyone in attendance who would like to address the Board of Commissioners on any business pertinent to the Township.

There was no response.

ADMINISTRATIVE SERVICES

Discussion RE: Purchase of Pick-Up Truck and Large Dump Truck for Public Works

Ms. Faust stated the first item for discussion was the purchase of replacement vehicles for the Public Works Department. Both items were found under the budgeted amount; they are both budgeted items.

This will be on the February 12, 2007 agenda for action.

Discussion RE: Review of Non-Union Benefits vs. Uniformed Benefits

Ms. Faust stated that typically when a new Police Contract has been approved with the Police Union, the Board of Commissioners reviews the differences in the benefits between the uniformed vs. non-union personnel.

Discussion ensued.

The Board of Commissioners asked Ms. Faust to investigate how many employees it would affect if they increased the vacation of non-uniformed to twenty days, closer to the ten-year anniversary.

Ms. Faust will report back to the Board of Commissioners for their next meeting.

COMMUNITY DEVELOPMENT

Discussion RE: SLD Docket #2006-19, Land Development Plan for Texas Roadhouse

Mr. Flint stated the Texas Roadhouse is planned to be on the Bon-Ton property, proposed as a lease arrangement. The proposed restaurant is approximately 7,100 square feet with seating for 239 patrons. Outstanding issues include traffic improvements regarding two driveways, both proposed to be completed by PennDOT as part of the interchange project. Staff is working with

Bon-Ton to put some language on the plan to make the property owner responsible for these driveway improvements if PennDOT does not do it.

General discussion ensued.

Mr. Flint stated the second outstanding issue has to do with the sewer module. The Sewer Authority did receive their revised permit from DEP, so they know what the limitations are. What they are not sure of is how they can approve additional connections. John Brossman from the Sewer Authority is working with DEP on resolving this.

Commissioner YOUNG asked what the approximate schedule was for the Roadhouse. Ms. Carrie Haller stated it is a late 2008 opening.

This will probably be on the February 12, 2007 agenda for action.

Discussion RE: Authorizing Staff to Solicit Bids for the 2007 Pavement Crack Sealing Contract

Mr. Flint stated this is done annually out of the Liquid Fuels budget, contract not to exceed \$10,000. This requires Staff to obtain price quotes. Staff has identified five streets on which to do crack sealing.

This will be on the February 12, 2007 agenda for action.

Discussion RE: Authorizing Staff to Prepare and Advertise Bids for the 2007 Street Resurfacing Maintenance Contract

Mr. Flint stated the Township is now on an every-other-year schedule for street resurfacing, and this is one of those years.

General discussion ensued.

This will be on the February 12, 2007 agenda for action.

Discussion RE: Authorizing Staff to Prepare and Advertise Bids for the 2007 Curb Repair Project

Mr. Flint stated this is done in conjunction with the street resurfacing.

Commissioner CHRIST inquired when the affected property owners would be notified.

Mr. Flint replied they were notified approximately three months ago, and they have gotten responses back from most of those contacted.

This will be on the February 12, 2007 agenda for action.

MANAGER

Discussion RE: Newsletter articles on crime statistics in the Township

Mr. Vernau stated Staff wished to receive clarification and direction regarding a suggestion regarding crime statistic reporting.

Discussion ensued.

Mr. Williamson stated he was looking at several options for web-based statistics; he did not want crime victims named on any reports.

President TITZEL stated he wanted to create awareness in the community, so that residents know that crimes do happen in the community and residents need to take the proper precautions, such as securing their house and car.

General discussion ensued.

President TITZEL volunteered to prepare an example of an article for the Board of Commissioners' and Staff's review.

Discussion RE: County Recycling Facility

Mr. Vernau stated he met with Mr. Imphong, Bob Moore and Justin Miller. They reported great interest in moving ahead with a County Recycling Facility. The cost that County came up with to do the driveway, pave an area for the Township to relocate the leaf composting facility, and also to put water in there, was \$300,000. County is researching whether they will be able to get the reimbursement grant based on the Township's invoices to the County. For their Recycling Facility, County wants to fence the part that is currently paved and build a driveway from the facility to Slate Hill Road. They also want to place a gate across the back of the property for access for authorized township personnel and for personnel for the cell tower.

Discussion ensued.

The Board of Commissioners directed the Manager to meet with Mr. Miner and Mr. Flint on legal and engineering issues, and also continue working with the County.

Building Update: Emergency and Municipal Services Center

Mr. Vernau stated Staff has been talking with the Prime Contractors, and have developed a list of changes to the project to reduce the cost of the project without affecting the overall design.

Extensive discussion ensued.

The Board of Commissioners expressed their desire to meet with the architect after Staff completed talks with the Contractor.

Discussion ensued.

Commissioner BUCHER moved to authorize Staff to set up and advertise a Special Meeting of the Board of Commissioners on Wednesday, February 7, 2007 at 6:00 p.m. to meet with the Architect to review proposed changes to the plan. Commissioner YOUNG seconded the motion. Motion carried, 4-0.

Discussion RE: Procedures for Naming Unnamed Tributaries

Mr. Vernau stated he had previously distributed a Q&A sheet regarding naming unnamed tributaries.

A suggestion was made by the Board of Commissioners to work with the local schools to take on a project to research historical records to see if any of these tributaries had been named in the past, in addition to a naming contest in the local schools.

Tom will check with the schools and report back to the Board of Commissioners.

Discussion RE: Professional Services for Quiet Zone Study

Mr. Vernau stated the township received a good response in the way of resident volunteers to serve on the Quiet Zone committee. The committee has met twice so far. This is in regards to new law that states municipalities may petition to have train horns silenced at certain crossings, as long as certain safety features are in place, called a Safety Index. Most crossings as they exist in the township today would not meet the criteria set in the Safety Index. The crossing at Rossmoyne Road has been removed from the list the QZ Committee is considering, since the township's future plan involves having it grade-separated after the development is finished in the area. The QZ Committee is concentrating on the crossings at Slate Hill Road and 18th Street, both of which present unique problems, including the fact they are both state roads. PennDOT's grade crossing engineer will be attending the next QZ Committee. There are three essential supplemental safety measures which may work at these two crossings. The first is a four-quadrant gate, which closes off all four quadrants of traffic; these cost about \$300,000 per crossing. The less-expensive second measure would be installation of a median barrier, which would prevent cars from going out around a two-armed gate. The third measure is called wayside horns, which is a horn that sits on the side of the crossing and blows only toward oncoming traffic when a train is coming.

Mr. Vernau stated the QZ Committee would like to retain an engineer, Mark Rand from Navarro & Wright, to advise the Committee on Quiet Zone issues.

General discussion ensued.

Commissioner CHRIST moved to approve the contract with Navarro & Wright for an amount not to exceed \$3,000. Commissioner YOUNG seconded the motion. Motion carried, 4-0.

OTHER BUSINESS

Mr. Vernau distributed copies of a resignation letter from Michelle Chestnut due to an out-of-state move.

Commissioner CHRIST asked about the start date for the construction to the Slate Hill Bridge. Mr. Flint stated it will start February at the earliest.

Commissioner CHRIST stated the Cumberland County Commissioners signed a letter of support for the Clean Air Board. Only one other municipality in Cumberland County, Silver Spring Township, has enacted a resolution in support of this resolution. The Board of Commissioners directed Staff to prepare a resolution for enactment, deleting the religious reference.

Ms. Dietel stated the Section 125 Plan went into effect, and there is 100% employee participation.

ADJOURN

The Regular Meeting of the Board of Commissioners adjourned at 9:42 p.m.