

MINUTES

BOARD OF COMMISSIONERS

LOWER ALLEN TOWNSHIP

REGULAR MEETING

JANUARY 26, 2009

The following were in ATTENDANCE:

BOARD OF COMMISSIONERS

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

TOWNSHIP PERSONNEL

Thomas Vernau, Manager
Daniel Flint, Community
Development
John Eby, Planning and Zoning
Coordinator
Nancy Dietel, Finance Director
Frank Williamson, Chief of
Police/Public Safety Director
Danna Lutes, Township Secretary
Steven P. Miner, Solicitor
Trudy Metzel, Recording Secretary

President TITZEL called the January 26, 2009 Regular Meeting of the Board of Commissioners of Lower Allen Township to order at 7:30 p.m., followed by an opening prayer and the Pledge of Allegiance. He announced Proof of Publication was available for review.

Commissioner BLACK was absent with excuse.

APPROVAL OF MINUTES

Approval of Minutes for November 10, 2008 Regular Meeting

Commissioner CHRIST moved to approve the Minutes for November 10, 2008 Regular Meeting of the Board of Commissioners as submitted. Commissioner YOUNG seconded the motion. Motion carried 4-0.

Approval of Minutes for November 17, 2008 Special Meeting - Budget

Vice-President BUCHER moved to approve the Minutes for the November 17, 2008 Special Meeting – Budget of the Board of Commissioners as submitted. Commissioner CHRIST seconded the motion. Motion carried 4-0.

Approval of Minutes for November 24, 2008 Regular Meeting

Commissioner YOUNG moved to approve the Minutes for the November 24, 2008 Regular Meeting of the Board of Commissioners as submitted. Commissioner CHRIST seconded the motion. Motion carried 4-0.

Approval of Minutes for December 3, 2008 Special Meeting - Budget

Commissioner CHRIST moved to approve the Minutes for the December 3, 2008 Special Meeting – Budget of the Board of Commissioners as submitted. Commissioner YOUNG seconded the motion. Motion carried 4-0.

Approval of Minutes for December 8, 2008 Regular Meeting

Vice-President BUCHER moved to approve the Minutes for the December 8, 2008 Regular Meeting of the Board of Commissioners. Commissioner YOUNG seconded the motion. Motion carried 4-0.

PRESENTATION: Donation of Pet Oxygen Masks from the Byra Family

On behalf of the Byra Family, Mr. Vernau presented the Commissioners with pet oxygen masks.

Some time ago, the Byra Family lost their pets. Being concerned about what happens to animals that are caught in fires and other types of stressful situations; they worked with Captain Yohn and donated five sets of oxygen masks. Each set consists of large canine mask, a small canine mask and a feline mask. Captain Yohn has already distributed the masks to the ambulances and the fire apparatus.

Mr. Vernau read into the record the card received from the Byra family that accompanied their donation.

On behalf of the Commissioners, President TITZEL thanked the Byra Family.

AUDIENCE PARTICIPATION: ANY ITEM ON THE AGENDA

President TITZEL asked if anyone in the audience would like to address any item that appears on the Agenda.

Randy Brown identified himself and stated that he would like to address the Commissioners during the Public Hearing regarding Ordinance 2009-01 as well as the comprehensive Zoning Ordinance, Zoning Map and Office Map amendments.

RECESS REGULAR MEETING

The Regular Meeting of the Board of Commissioners recessed at 7:37 p.m.

CONVENE PUBLIC HEARING: RE ORDINANCE 2009-01, AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF LOWER ALLEN TOWNSHIP, CUMBERLAND COUNTY, PENNSYLVANIA, AMENDING, MODIFYING AND CHANGING THE CODE OF THE TOWNSHIP OF LOWER ALLEN, SECTION 220-8A, THE ZONING MAP OF LOWER ALLEN TOWNSHIP ZONING ORDINANCE OF 1995, AS AMENDED TO REZONE A TRACT OF LAND FROM I-1 GENERAL INDUSTRIAL DISTRICT TO R-4 MULTIFAMILY RESIDENTIAL DISTRICT

The Public Hearing regarding Ordinance 2009-01 convened at 7:38 p.m.

ADOURN PUBLIC HEARING

The Public Hearing regarding Ordinance 2009-01 adjourned at 8:13 p.m.

RECONVENE REGULAR MEETING

The Regular Meeting of the Board of Commissioners reconvened at 8:13 p.m.

CONSENT AGENDA

President TITZEL advised that any Commissioner, Staff member or anyone in attendance could request any item on the Consent Agenda be removed for further discussion and asked if there was any such request.

Commissioner CHRIST requested the Treasurers Monthly Report to Taxing Districts for the months of March 2008 through December 2008 be removed from the Consent Agenda for further discussion.

Commissioner CHRIST moved to approve the items on the Consent agenda as amended, those items being:

1. Warrants Journal of January 15, 2009 in the amount of \$200,334.22.
2. Department Reports for the month of December 2008 including: Community Development, Engineer, Public Works, and Public Safety.
3. Executing an Agreement with Cumberland County for use of the Pictometry program and database.
4. Granting permission to the family of Raymond B. Martin to use the southwest corner of the Lower Allen Community Park, the area to the right of the main entrance, for parking on June 20, 2009, for the purpose of holding an auction at the Martin home.
3. **Resolution 2009-R-03**, Compensation Adjustment Resolution for one (1) Township employee.

Vice-President BUCHER seconded the motion. Motion carried 4-0.

DISCUSSION AND POSSIBLE APPROVAL OF TREASURERS MONTHLY REPORT TO TAXING DISTRICTS FOR THE MONTHS OF MARCH 2008 – DECEMBER 2008

Commissioner CHRIST stated that he exchanged e-mails with Mr. Vernau regarding the delay in the Treasurer Bonnie Miller submitting the tax collection reports in a timely fashion. He was advised by Mr. Vernau that the move from the old building to the new building caused the delay. Commissioner CHRIST further stated that the Commissioners might want to discuss considering alternate ways of collection taxes that could limit costs. Discussion ensued.

This issue will be further discussed in the future.

Commissioner CHRIST moved to approve the Treasurers Monthly Report to Taxing Districts for the months of March 2008 – December 2008. Commissioner YOUNG seconded the motion. Motion carried 4-0.

APPROVE AUTHORIZING STAFF AND SOLICITOR TO PREPARE AND ADVERTISE ORDINANCE NO. 2009-03, AMENDING CHAPTER 110 – FLOODPLAIN MANAGEMENT OF THE CODE OF THE TOWNSHIP OF LOWER ALLEN

Commissioner YOUNG moved to approve authorizing Staff and Solicitor to prepare and advertise Ordinance No. 2009-03, amending Chapter 220 – Floodplain Management of the Code of the Township of Lower Allen. Commissioner CHRIST seconded the motion. Motion carried 4-0.

ANY BUSINESS PERTINENT TO THE TOWNSHIP. DISCUSSIONS WILL BE LIMITED TO FIFTEEN (15) MINUTES PER PERSON

President TITZEL asked if anyone in the audience would like to address the Board on any business pertinent to the Township.

There was no response.

ADMINISTRATIVE SERVICES

Discussion: Resolution 2009-R-04, A Resolution of the Board of Commissioners of Lower Allen Township, Cumberland County, Pennsylvania, Authorizing Execution and Delivery of Lease/Purchase Agreement for a Pierce Velocity 100-ft. Aerial Platform Truck with Volunteer's Financial Leasing Corporation, Bristol, PA and Related Instruments, and Determining Other Matters in Connection therewith

Mrs. Dietel advised the Commissioners that Resolution 2009-R-04 is a standard resolution between lessor and lessee.

This will be an agenda item for February 9, 2009.

PUBLIC SAFETY

Discussion: Job Description Updates for Clerical Supervisor and Records Clerk in the Police Department

Mr. Williamson reviewed the job description updates for the two full-time clerical staff positions open in the Police Department. There will be no change in the pay band. Discussion ensued.

This will be an agenda item for February 9, 2009.

Discussion and Possible Action: Portable Radios

Mr. Williamson advised the Commissioners that money was budgeted in 2008 for two portable radios for the Police Department.

Vice-President BUCHER moved to authorize the purchase of two portable radios and accessories that are on state contract at a cost of \$5,969.00. Commissioner YOUNG seconded the motion. Motion carried 4-0.

Discussion and Possible Action: Turn-Out Gear for Two New Public Safety Officers and Public Safety Director Frank Williamson

Mr. Williamson advised the Commissioners that money for turn-out gear for the two new public safety officers and replacement gear for Director Williamson was budgeted. If the turn-out gear is purchased prior February 1, 2009 a price increase would be avoided saving approximately \$600.00.

Commissioner YOUNG moved to authorize the Director of Public to purchase the three sets of turn-out gear prior to February 1, 2009. Commissioner CHRIST seconded the motion. Motion carried 4-0.

COMMUNITY DEVELOPMENT

Discussion: Drainage Plan #DP-2008-05, 1712 Main Street

Mr. Flint advised the Commissioners that this plan is for a single family home on an existing lot on Main Street but due to the amount of pervious cover it requires a drainage plan.

This is a possible agenda item for February 9, 2009.

Discussion: Authorize Staff to Prepare and Advertise Bids for 2009 Street Reclamation and Paving Project

Mr. Flint advised the Commissioners that the streets on this year's program are generally streets that are old, not well designed and constructed. These streets are not suitable for just resurfacing. Discussion ensued.

This will be a February 9, 2009 agenda item.

Discussion and Possible Action: Staff has Compiled Comments and Questions from the January 22, 2009 Public Hearing Regarding Comprehensive Zoning Ordinance, Zoning Map and Office Map Amendments, and is Requesting Policy Guidance to Incorporate any of these Items in a Revised Ordinance

Mr. Flint advised the Commissioners that Staff has compiled comments and questions from the January 22, 2009 public hearing regarding Comprehensive Zoning Ordinance, Zoning Map and Office Map amendments and requested policy guidance to incorporate any of those items in a revised ordinance.

Mr. Flint further advised that possible actions are establishment of a second public hearing date and authorization to advertise a revised ordinance.

It was the decision of the Commissioners to postponed discussion and action until February 23, 2009 to allow adequate time for review. The adjudication will be an agenda item for February 9, 2009.

Discussion: Village of Lisburn Neighborhood Plan Public Meeting, January 27, 2009, 7:00 PM at the Lisburn Fire Hall

Mr. Flint advised the Commissioners that the Public Meeting for the Village of Lisburn Neighborhood Plan will be held January 27, 2009 at p.m. at the Lisburn Fire Hall. The main purpose of the meeting is to introduce the study and the consultant to the citizens as well as information gathering.

Due to the possibility of inclement weather, the Manager was given authority to cancel the meeting if deemed necessary.

MANAGER

Discussion: Date for the Organizational Meeting of the Lower Allen Township Development Authority

Mr. Vernau advised the Commissioners that the Articles of Incorporation for the Lower Allen Township Development Authority have been received by the Commonwealth. A date needs to be scheduled to elect officers as well as adoption of by-laws.

Discussion ensued.

This meeting will possibly take place prior to the Board of Commissioners February 9, 2009 Regular Meeting depending on the available of Authority members.

OTHER BUSINESS

Mr. Williamson advised the Commissioners that on Thursday, Rt. 15 southbound traffic is scheduled to be transferred to the ramps. Rt. 15 northbound traffic is scheduled to be transferred to the ramps next week. Both are dependent on the weather.

Commissioner CHRIST advised that he may not be present at the February 9, 2009 Regular Meeting. It was the decision of the Commissioners to postpone discussion on the Zoning Ordinance comments until the full Board is present.

ADJOURN TO EXECUTIVE SESSION

The Regular Meeting of the Board of Commissioners adjourned to Executive Session at 8:53 p.m. for an update on the PUC emergency order against PAWC.

ATTENDANCE REGISTER

An Attendance Register is made part of this record.