

**MINUTES**

**BOARD OF COMMISSIONERS**

**LOWER ALLEN TOWNSHIP**

**REGULAR MEETING**

**February 12, 2007**

**The following were in ATTENDANCE:**

**BOARD OF COMMISSIONERS**

**TOWNSHIP PERSONNEL**

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

Thomas Vernau, Manager  
Jan Faust, Assistant Manager  
Nancy Dietel, Finance Director  
John Eby, Township Planning and Zoning  
Coordinator  
Danna Lutes, Administrative Secretary  
Frank Williamson, Public Safety Director  
Chief Charles Snyder, LAT Police Dept  
Christopher Yohn, EMS Captain  
Scott Duncanson, Chairman, Recreation and  
Parks Board  
Steven P. Miner, Solicitor  
Trudy Metzel, Recording Secretary

President TITZEL called the 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.

**APPROVAL OF MINUTES**

**Approval of Minutes from November 27, 2006 Regular Meeting of the Board of Commissioners**

Commissioner CHRIST moved to table the Minutes from the November 27, 2006 Regular Meeting of the Board of Commissioners as submitted. Vice-President BUCHER seconded the motion. Motion carried 5-0.

**Approval of Minutes from December 26, 2006 Regular Meeting of the Board of Commissioners**

Vice-President BUCHER moved to table the Minutes from the December 26, 2006 Regular Meeting of the Board of Commissioners as corrected. Commissioner CHRIST seconded the motion. Motion carried 5-0.

**Approval of Minutes from January 3, 2007 Special Meeting of the Board of Commissioners**

Commissioner CHRIST moved to approve the Minutes from the January 3, 2007 Special Meeting of the Board of Commissioners. Commissioner YOUNG seconded the motion. Motion carried 5-0.

**Approval of the Minutes from January 8, 2007 Regular Meeting of the Board of Commissioners**

Vice-President BUCHER moved to approve the minutes of the January 8, 2007 Regular Meeting of the Board of Commissioners as corrected. Commissioner CHRIST seconded the motion. Motion carried 5-0.

**Approval of Minutes from January 22, 2007 Regular Meeting of the Board of Commissioners**

Commissioner YOUNG moved to approve the minutes of the January 8, 2007 Regular Meeting of the Board of Commissioners as corrected. Commissioner CHRIST seconded the motion. Motion carried 5-0.

**INTRODUCTION OF NEW EMPLOYEE: DANNA LUTES, ADMINISTRATIVE SECRETARY**

Mr. Vernau introduced Danna Lutes, Administrative Secretary to the Board.

**PRESENTATION: SCOTT DUNCANSON, CHAIRMAN OF TOWNSHIP'S RECREATION & PARKS BOARD, REGARDING PROJECTS FROM 2006 AND GOALS FOR 2007**

Mr. Duncanson written statement is made part of the record.

**AUDIENCE PARTICIPATION: ANY ITEM ON THE AGENDA**

President TITZEL inquired if anyone in the audience would like to address any item on the agenda.

There was no response.

**CONSENT AGENDA**

If any Commissioner, Staff member or anyone in attendance would like to have an item on the Consent Agenda removed for further discussion can ask so now. President TITZEL asked if there was a request for the removal of an item(s) on the Consent Agenda. There was no response.

Commissioner CHRIST moved to approve the items on the Consent Agenda, those items being:

1. Warrants Journal of February 1, 2007 in the amount of \$225,140.45. A manual checklist was in the amount of \$31,100.00.
2. **Resolution 2007-R-07**, Records Disposition Resolution.
3. **Resolution 2007-R-08**, Township Fee Schedule Revision.
4. Purchase of 208 Ford F-350 Super Duty, 4x4, regular cab pickup truck with up-fits for a total price of \$28,509.00 for the Public Works Department. This price is under the 2007 budgeted amount.
5. Purchase of an International 39,000 GVW dump truck with up-fits including the Road Smart System for a total price of \$124,803.00 for the Public Works Department. This price is under the 2007 budgeted amount.
6. Waiver of the requirement contained in Section 1173.04 to submit a Preliminary Plan for SLD Docket #2006-19, Land Development Plan for Texas Roadhouse.
7. SLD Docket #2006-19, Final Land Development Plan for Texas Roadhouse, 1101 Lower Allen Drive, contingent upon the following:
  - a. Sewage Planning Exemption approval by Pennsylvania Department of Environmental Protection.
  - b. Showing storm drainage easements on the plan.
  - c. Providing traffic analysis of the two driveways access intersections under future conditions.
  - d. Adding a note to the plan regarding responsibility for traffic improvements at the driveway access intersections.
8. Authorizing Staff to solicit bids for the 2007 Pavement Crack Sealing Contract.
9. Authorizing Staff to prepare and advertise bids for the 2007 Street Resurfacing Maintenance Contract.
10. Authorizing Staff to prepare and advertise bids for the 2007 Curb Repair Project.
11. **Resolution 2007-R-09**, Clean Air Board Resolution.
12. Payment of BASCO invoice #10 in the amount of \$1,161.86.

13. Appoint Susan Parry and Donna Paul as co-chairs for the July 4<sup>th</sup> Picnic Committee.
14. **Resolution 2007-R-04**, Accepting street dedication for a portion of Weis Market Drive.
15. **Resolution 2007-R-05**, Accepting street dedication for Arthur Avenue.
16. Resolution 2007-R-06, Accepting street dedication for a portion of Hann Way.

Commissioner BLACK seconded the motion. Motion carried 5-0.

**APPROVE ORDINANCE 2007-02, AMENDING, MODIFYING AND CHANGING THE CODE OF THE TOWNSHIP OF LOWER ALLEN, 1007, BY ADDING A SPEED LIMIT AT SECTIN 209-50; ADDING STOP RESTRICTINS AT SECTION 209-58; AND DELETING A RIGHT TURN ON RED PROHIBITION AT SECTION 209-52**

Commissioner YOUNG moved to approve **Ordinance 2007-02**, amending, modifying and changing the Code of the Township of Lower Allen, 1997, by adding a Speed Limit at Section 209-50 adding Stop Restrictions at Section 209-58; and deleting a Right Turn on Red prohibition at Section 209-52.

Roll Call Vote:	Commissioner Young:	Aye
	Commissioner Christ:	Aye
	Commissioner Black:	Aye
	Vice-President Bucher:	Aye
	President Titzel:	Aye

**Ordinance 2007-02** was approved by a 5-0 vote.

**ACCEPT RESIGNATION LETTER SUBMITTED BY MICHELLE CHESTNUT EFFECTIVE FEBRUARY 20, 2007**

Commissioner YOUNG moved to accept the resignation letter submitted by Michelle Chestnut effective February 20, 2007. Commissioner BLACK seconded the motion. Motion carried 5-0.

**ANY BUSINESS PERTINENT TO THE TOWNSHIP**

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

Ms Faust reviewed the non-union benefits and uniformed benefits. Extensive discussion ensued.

This will be an agenda item for February 26, 2007.

### **Approve Resolution 2007-R-11, a Resolution of the Board of Commissioners of Lower Allen Township, Cumberland County, Pennsylvania, Authorizing Execution and Delivery of a Master Equipment Lease/Purchase Agreement with Suntrust Leasing Corporation, Towson, Maryland, and Related Instruments, and Determining Other Matters in Connection Therewith**

Vice-President BUCHER moved to approve **Resolution 2007-R-11**, a Resolution of the Board of Commissioners of Lower Allen Township, Cumberland County, Pennsylvania, authorizing execution and delivery of a Master Equipment/Lease Agreement with Suntrust Leasing Corporation, Towson, Maryland, and related instruments, and determining other matters in connection therewith. Commissioner CHRIST seconded the motion. Motion carried 5-0.

### **Discussion: Resolution 2007-R-11, Equipment Leasing**

Ms. Dietel reviewed the equipment leasing resolution with the Board. Discussion ensued.

This will be an agenda item for February 26, 2007.

## **COMMUNITY DEVELOPMENT**

### **Discussion Re: Release of Improvement Security for SLD Docket #2001-14, Bethany Village West**

Mr. Flint advised the Board that this is for the original site construction. All items have been completed.

This will be a possible agenda item for February 26, 2007.

### **Discussion Re: Release of Improvement Security for SLD Docket #2004-05, Century Drive Office**

Mr. Flint advised the Board that this project has been completed and all site work is satisfactory.

This will be an agenda item for February 26, 2007.

**Discussion RE: Reduction in Improvement Security for SLD Docket #2004-10, Glenwood Terrace**

Mr. Flint advised the Board that the work is partially completed.

This will be an agenda item for February 26, 2007.

**Discussion RE: Release of Improvement Security for SLD Docket #2005-25, VFW Post 7530**

Mr. Flint advised the Board that the site work is completed.

This will be an agenda item for February 26, 2007.

**Authorize Staff to Prepare Specifications and Advertise a Design/Build Contract for Construction of New Leaf Composting Facility on the Yetter Court Tract**

Mr. Flint reviewed the parameters for the construction of a new leaf composting facility on the Yetter Court tract. Extensive discussion ensued.

This will be an agenda item for a future meeting.

**Consultant Selection Committee**

Mr. Flint advised the Board that the Township's Consultant Selection Committee for the Lower Allen Community Park Project met earlier in the evening. The Committee made a recommendation which will be brought before the Board for action at the February 26, 2007 Board of Commissioners meeting.

**Discussion RE: Zoning Hearing Board Dockets**

Mr. Eby advised the Board of the following from December's hearings:  
Application of Ray Jacobs, 1130 Laurel Avenue

Mr. Jacobs wants remove a building and replace it on the same footprint, but with increased height resulting in the need for a variance.

Staff has reviewed the case and sees no reason to oppose this docket, and recommend no participation by the Solicitor. Staff recommendation is to let it stand on its own merits.

**MANAGER**

**Discussion RE: Emergency and Municipal Service Center**

Mr. Vernau updated the Board on the progress of the Emergency and Municipal Service Center. Extensive discussion ensued.

**Authorize Staff to Release Notices to Proceed on Contracts for the Emergency and Municipal Service Center**

Vice-President BUCHER moved to authorize Staff to release Notices to Proceed on contracts for the Emergency and Municipal Service Center. Commissioner CHRIST seconded the motion. Motion carried 5-0.

**Discussion RE: Township Secretary/Assistant Secretary Resolution**

This will be an agenda item for February 26, 2007.

**OTHER BUSINESS**

Commissioner BLACK thanked and commended Michelle Chestnut for her service to the Township.

Mr. Vernau reminded the Board regarding registration for the Central Spring Conference.

Mr. Yohn advised the Board that he, Mr. Vernau and Ms. Dietel met with the ambulance company representative. Contracts for the new ambulance have been signed.

Commission BLACK commended Township Staff on their hard work on the EMSC building.

**ADJOURN TO EXECUTIVE SESSION**

The Regular Meeting of the Board of Commissioners adjourned to Executive Session at 9:26 p.m. for discussion on the following:

1. Township Secretary
2. Plan Review Technician

**ATTENDANCE REGISTER**

An Attendance Register is made part of the record.