

**MINUTES**

**BOARD OF COMMISSIONERS**

**LOWER ALLEN TOWNSHIP**

**REGULAR MEETING**

**February 26, 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  
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  
James Chianos, Parks Superintendent  
Steven Miner, Solicitor  
Danna Lutes, Administrative Secretary

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

President TITZEL stated Commissioner BLACK was absent with excuse.

**APPROVAL OF MINUTES**

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

Commissioner CHRIST moved to approve the Minutes from the November 27, 2006 Regular Meeting of the Board of Commissioners as submitted. President TITZEL seconded the motion. Motion carried 3-0-1, Vice-President BUCHER abstaining.

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

Commissioner YOUNG moved to approve the Minutes from the December 26, 2006 Regular Meeting of the Board of Commissioners as submitted. Commissioner CHRIST seconded the motion. Motion carried 4-0.

## **AUDIENCE PARTICIPATION**

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

John Snyder, representing Rettew, identified himself as present at tonight's meeting to address any questions related to SLD Docket # 2007-02, Preliminary/Final Land Development Plan for Starbucks.

## **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.

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

- a. Warrants Journal of 2/16/07 in the amount of \$195,298.17.
- b. Department Reports for the month of January, 2007, including: Engineer, Public Works, Community Development, and Public Safety.
- c. Release of Improvement Security for SLD Docket #2004-05, Final Land Development Plan for Century Drive Office, 910 Century Drive.
- d. Reduction of Improvement Security for SLD Docket #2004-10, Final Lane Development Plan for Glenwood Terrace, establishing a new amount of \$49,027.00 and a new expiration date of February 26, 2008.
- e. Release of Improvement Security for SLD Docket #2005-25, Final Land Development Plan for VFW Post 7530, 4545 Westport Drive.
- f. Award a contract for professional design services to Herbert, Rowland and Grubic, Inc. for the Lower Allen Community Park Soccer Fields, Parking Area and Loop Trail Project in the amount of \$27,900.00
- g. Payment of BASCO invoice #11 in the amount of \$832.78.

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

## **APPROVE ORDINANCE 2007-03, AMENDING, MODIFYING AND CHANGING THE CODE OF THE TOWNSHIP OF LOWER ALLEN, 1997, BY ADDING ONE-WAY DESIGNATIONS AT SECTION 209-55.**

Commissioner BUCHER moved to approve **Ordinance 2007-03**, amending, modifying and changing the code of the township of Lower Allen, 1997, by adding one-way designations at Section 209-55.

**A roll call vote was as follows:**

Vice-President Bucher:       Aye  
Commissioner Christ:        Aye  
Commissioner Young:         Aye  
President Titzel:             Aye

**Ordinance 2007-03 was approved, 4-0.**

**APPROVE RESOLUTION 2007-R-12, APPOINTING A TOWNSHIP SECRETARY AND ASSISTANT TOWNSHIP SECRETARY.**

Vice-President BUCHER moved to approve **Resolution 2007-R-12**, appointing a Township Secretary and Assistant Township Secretary. Commissioner CHRIST seconded the motion. Motion carried 4-0.

**APPROVE RESOLUTION 2007-R-13, APPOINTING A PLAN REVIEW TECHNICIAN FOR THE COMMUNITY DEVELOPMENT DEPARTMENT.**

Commissioner CHRIST moved to approve **Resolution 2007-R-13**, appointing a Plan Review Technician for the Community Development Department. Commissioner YOUNG seconded the motion. Motion carried 4-0.

**APPROVE RESOLUTION 2007-R-14, A RESOLUTION OF THE BOARD OF COMMISSIONERS OF LOWER ALLEN TOWNSHIP, CUMBERLAND COUNTY, PENNSYLVANIA, ADOPTING PERSONNEL POLICIES AND REGULATIONS FOR ALL EMPLOYEES OF LOWER ALLEN TOWNSHIP, WHETHER FULL-TIME, PART-TIME, OR PROBATIONARY, AND WHETHER PAID BY SALARY, PER-DIEM, OR HOURLY RATE, INCLUDING POLICE OFFICERS TO THE EXTENT NOT INCONSISTENT WITH THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE LOWER ALLEN TOWNSHIP POLICE OFFICERS' ASSOCIATION AND LOWER ALLEN TOWNSHIP.**

Commissioner YOUNG moved to approve Resolution 2007-R-14, adopting Personnel Policies and Regulations for all employees of Lower Allen Township, whether full-time, part-time, or probationary, and whether paid by salary, per-diem, or hourly rate, including police officers to the extent not inconsistent with the collective bargaining agreement between the Lower Allen Township Police Officers' Association and Lower Allen Township. 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 mowing equipment that are budgeted items.**

In the absence of Ms. Faust, Mr. Vernau covered the discussion regarding the purchase of mowing equipment budgeted for in the 2007 budget. Mr. Vernau offered to answer any questions regarding the equipment. Discussion ensued regarding the advantages of trading in the units with John Deere opposed to selling at the annual COG Sale.

This will be presented for approval at the March 12, 2007 Board of Commissioners meeting.

## **PUBLIC SAFETY**

### **Discussion RE: Purchase of 2007 police vehicles.**

Chief Snyder presented to the board prices for the purchase of 2007 police cars. It was found through the bidding process that the South Hills Area Council of Government (SHACOG) was able to provide the lowest prices/offers which also include the delivery of the vehicles. This would be for two marked Ford Crown Victoria's and one unmarked investigations Ford 500.

This will be presented for approval at the March 12, 2007 Board of Commissioners meeting.

### **Discussion RE: Municipal Police Officer Education and Training Commission Resolution.**

Mr. Williamson presented to the board the Municipal Police Officer Education and Training Commission Resolution in need of updating which will be on the March 12, 2007 agenda for approval. The original resolution is from 1998 and it is being asked to have the resolution updated and then from here on out have it updated (1) once a year.

Updated Resolution will be presented for approval at the March 12, 2007 Board of Commissioners meeting.

## **COMMUNITY DEVELOPMENT**

### **Discussion RE: Awarding a design contract for the Cedar Spring Run Trail Project.**

Mr. Flint updated the board on the Cedar Spring Run Trailhead Project. Mr. Flint had received a letter from Rettew with a revised scope of services and price proposal.

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

**Discussion RE: SLD Docket# 2007-01, Final Subdivision Plan for Eberly's Mill Church of God.**

Mr. Flint advised the Board that the purpose of the plan is to consolidate lots. There is currently a conglomeration of buildings on 3 parcels. Mr. Flint provided overhead pictures of the 3 parcels showing how the property would look after the sub-divisions. There is no new construction or any changes proposed other than lot line shifts. Discussion regarding access to the property and the concern of current property owners. Mr. Flint advised the board due to a settlement agreement a concrete barrier was installed in order to keep the church traffic from traversing that portion of the driveway. The driveway was intended for the residential homes. Discussion ensued.

**Discussion RE: SLD Docket # 2007-02, Preliminary/Final Land Development Plan for Starbucks.**

Mr. Flint advised the Board that the plan is to construct some additions to the building to provide storage, area of mechanical/electrical, a chiller, and some additional realignment of paving. It was stated that there is no additional manufacturing space or office space proposed. The proposed minor building expansions would not change or alter the use of the buildings or parcels.

Regarding access via Gettysburg Road and the fact that it lies in the floodplain, the Applicant is willing to participate in the planned project to relocate the road out of the floodplain. The Applicant's attorney will contact the Township's Solicitor to work out the agreement. Regarding fire lanes, the Applicant proposes to widen the paving to provide the full 20-feet. Discussion ensued.

**MANAGER**

**Discussion RE: Valentine's Day ice storm issues.**

Mr. Vernau asked if there were any questions regarding the Valentines Day Ice Storm. Mr. Bucher asked if there was going to be any further moving of ice/snow from intersections where there are large piles. Mr. Chianos reported that front-end loaders and other equipment have been out during the last week moving snow to widen areas that were necessary due to concern if there was another storm before the snow/ice melted. There was discussion regarding use of calcium to help melt the snow. Mr. Chianos discussed what measures have been taken to get rid of the remaining ice. Discussion ensued regarding how the township covers snow removal. Mr. Bucher commented for the record that while he did receive complaints regarding the removal of ice and snow, he also received many compliments regarding the good job the crew did to the township roads considering the circumstances. Mr. Chianos gave an account of the crews time during the storm. Mr. Titzel asked if there was anything else that could have been done, had we known the unusual conditions we were going to get. Mr. Titzel asked if there are outside resources or contractors who we can call upon in this situation when the township is unable to achieve the quality that is usually delivered to our residents. Mr. Vernau informed the Commissioners that several meetings have taken place regarding the snow storm and a report will be made on the situation at the March 12, 2007 meeting.

**Discussion RE: Appraisal report for the portion of Hummel Avenue.**

Mr. Vernau reported that Leggett's ½ of the road was been appraised at \$50,000. We are looking to buy Leggett's half from them so the building has the maximum amount of parking spaces for

the size of the township building. There is a need for 80 spaces if the building is going to be used for an office building. Discussion regarding whether we were going to pursue buying Leggett's half. Mr. Vernau questioned the value of the building if we did not have the adequate parking spaces. Discussion ensued regarding the value of the property. The next step Mr. Vernau reported was getting the spaces across the street appraised. In past conversations with the owner of Leggett's, Mr. Vernau reported that he has not been objected to selling the property.

**Discussion RE: Establishing Trick-or-Treat night in conjunction with the COG to be on the last Thursday of each October.**

Mr. Christ reported that during the COG meeting last night there was discussion regarding setting a permanent night for Trick or Treat night. Last year trick or treat was on October 31<sup>st</sup>, which caused problems. Mr. Christ advised that West Shore COG is proposing that Trick or Treat be set for the final/last Thursday of October. Discussion regarding Trick or Treat ensued regarding to the need to do this due to parades, safety, etc. The COG is looking for input regarding how the township feels regarding this.

**ADJOURN**

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