

## MINUTES

BOARD OF COMMISSIONERS

LOWER ALLEN TOWNSHIP

REGULAR MEETING

MARCH 9, 2009

The following were in ATTENDANCE:

### BOARD OF COMMISSIONERS

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

### TOWNSHIP PERSONNEL

Thomas Vernau, Manager  
Jan Faust, Assistant Manager  
Daniel Flint, Community Development  
John Eby, Planning and Zoning Coordinator  
Nancy Dietel, Finance Director  
Frank Williamson, Chief of Police  
Steven P. Miner, Solicitor  
Trudy Metzel, Recording Secretary

President TITZEL called the March 9, 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.

### APPROVAL OF MINUTES

#### Approval of Minutes for February 9, 2009 Regular Meeting

Commissioner YOUNG moved to approve the Minutes for the February 9, 2009 Regular Meeting of the Board of Commissioners as corrected. Vice-President BUCHER seconded the motion. Motion carried 4-0-1, Commissioner CHRIST abstaining.

### PRESENTATION: ERIC HERNER, CUMBERLAND COUNTY DEPARTMENT OF PUBLIC SAFETY

Eric Herner, Cumberland County Department Public Safety awarded Frank Williamson, Director of Public Safety, with his Advanced Certification for Emergency Management.

The Commissioners commended Mr. Williamson on his accomplishment.

**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.

There was no response.

**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 BLACK requested the Warrants Journal of February 27, 2009 be removed from the Consent Agenda for further discussion.

Commissioner YOUNG moved to approve the item on the Consent agenda as amended, the item being:

1. Accepting a time extension for SLD Docket No. 2008-12, Final Subdivision Plan for Orchard Glen, Phase 1, establishing a new deadline of May 8, 2009.

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

**WARRANTS JOURNAL OF FEBRUARY 27, 2009**

Vice-President BUCHER moved to approve the Warrants Journal of February 27, 2009 in the amount of \$273,720.30. Commissioner CHRIST seconded the motion.

Mrs. Dietel and Mrs. Faust responded to Commissioner BLACK's questions concerning several items in the Warrants Journal.

Motion carried 5-0.

**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.

Elmer Blumenstein, 1331 Rana Villa Avenue, identified himself to the Commissioners. He stated that according to the last PENNDOT meeting, Walsh should be finished this year with the

project. Mr. Blumenstein advised that their roads definitely need looked at due to the large trucks that use the roads.

Thomas Blaine, 1709 Kent Road, identified himself to the Commissioners and advised that he was speaking regarding the property taxes he just received. He asked for an explanation of the Debt Service as well as Fire Service listed on his taxes. Mr. Vernau explained the services. Discussion ensued. Mr. Blaine thanked the Commissioners for their time.

### **ADMINISTRATIVE SERVICES**

#### **Discussion: Resolution 2009-R-05, A Resolution of Lower Allen Township Updating the Broad Band Compensation Model**

Additional discussion ensued regarding the Broad Band Compensation Model update.

This will be an agenda item for March 23, 2009.

#### **Citizen Recognition: Recognition of Matt McDonald and Corey Persson**

Mrs. Faust advised the Commissioners that Matt McDonald and Corey Persson are being recognized for their actions that saved the life of a neighbor who collapsed while shoveling snow.

This will be an agenda item for March 23, 2009.

#### **Employee Recognition**

Mrs. Faust advised that Commissioners that two employees will be recognized at the next meeting.

This will be an agenda item for March 23, 2009.

#### **Discussion: Property and Liability Insurance Renewal through Traveler's**

Mrs. Faust advised the Commissioners that the Township received an overall good Property and Liability Insurance renewal from Traveler's.

This will be an agenda item for March 23, 2009.

#### **Discussion: Application to DCNR for a Development Grant for the "Linsenbach" Tract, Adjacent to the Municipal Service Center, to be Developed into a Park According to the Master Site Plan Now Being Developed**

Mrs. Faust advised the Commissioners that there is an opportunity to apply for a DCNR development grant for the "Linsenbach" tract adjacent to the Municipal Services Center. This is a

50/50 match grant. Discussion ensued. Mrs. Faust was directed to proceed with the grant application to DCNR. This will be a future agenda item.

**Discussion: Rehab Project & Shelter**

Christopher Yohn addressed the commissioners regarding a rehab project EMS is in the process of working on. Joe Peters, a Township EMT, has been working on a rehab project for the Township. Mr. Peters spoke with Senator Vance and was advised that the Township should apply for a Community Development Single Assistance Grant. The grant application will be for \$6,000 with no match. This would allow the township to get a Rehab Shelter which is a self-sustaining shelter for incidents/occassions where a enclosed structure is needed for rehab.

Mrs. Faust was directed to apply for the Community Development Single Assistance Grant.

**Discussion: Update on the Capital Region Insurance Trust (CRIT)**

Mrs. Faust advised the Commissioners that there was a 75% distribution and this year was better than last year on claims. Discussion ensued.

**Discussion: Purchase of 2009 Ford F-350 for the Replacement of 1994 Parks Truck that was Approved for the 2009 Budget**

Mrs. Faust advised the Commissioners that a 2009 Ford F-350 will be purchased for the replacement of the Township's 1994 Parks truck which was approved for the 2009 budget. This truck will be purchased through the SHACOG purchasing alliance at a cost of \$25,405.00 from Tri-Star Motors. While the truck cost is coming in under budget, it will be outfitted for plowing equipment which will take the cost up to the budgeted amount of \$30,000.00.

Discussion ensued. This will be an agenda item for March 23, 2009.

**Discussion: Role of the Township Pension Committee and Seats on that Committee**

Mrs. Faust advised the Commissioners that she researched the history of the Pension Committee and can track it back to 1989 in written form. The committee was formulated with a certain number of people on it. It seemed to disappear until 1982 and again disappears until approximately 1994. Every time it reappears in writing the positions and who is supposed to be on the committee changes. In 1997 the Pension Committee was convened and it changed again. In 1998 the committee changed once more to its present form. There are positions on the committee that no longer exist.

Mrs. Faust advised that she is attempting to define what the committee is and who is supposed to be on the committee. The committee can then be utilized more than it has been in the past.

Extensive discussion ensued. Mrs. Faust will revamp the Pension Committee criteria and provide a recommendation at a future meeting.

## **PUBLIC SAFETY**

### **Discussion: Filling the Clerical Supervisor's Position within the Police Department**

Mr. Williamson advised the Commissioners that the Clerical Supervisor position was offered internally and there is a candidate who he would like to make an offer to.

Discussion ensued.

The hiring resolution will be an agenda item for March 23, 2009.

### **Discussion: Commencing the Hiring Process for the Position of Full-Time Records Clerk within the Police Department**

As a result of internally filling the Clerical Supervisor's position, commencing the hiring process for filling the position of full-time Records Clerk within the Police Department is required.

Extensive discussion ensued.

Mr. Williamson was directed to proceed with the hiring process.

### **Discussion: Purchase of 2009 Patrol Vehicles**

Mr. Williamson advised the Commissioners that is it time to switch to Dodge Chargers for use in Public Safety. He is currently looking at replacing two (2) 2005 models, both with well over 100,000 miles on each.

Discussion ensued. This will be an agenda item for March 23, 2009.

### **Discussion: CALEA Report**

Mr. Williamson advised the Commissioners that the Police Department is very pleased with the CALEA Report.

Commissioner **BLACK** read into the minutes the following comment from Captain Harr, who is the leader on the team: *“Lower Allen Police are doing things large departments are struggling to accomplish. The team will be recommending re-accreditation at the Raleigh conference. With so few files returned, LATPD may be considered for ‘Flagship Status’. This is selected by the Program Managers at CALEA and reflect the top 1% of the agencies going through the process during this assessment period.”*

**Discussion: Resolution Supporting Handling Grants from the Municipal Police Officers Education and Training Commission**

Mr. Williamson advised the Commissioners that annually a new resolution is required for MPOETC to continue processing grants for Harrisburg Area Community College.

This will be an agenda item for March 23, 2009.

**2007 Grant – Six (6) New Radios for Lisburn Volunteer Fire Co.**

Mr. Williamson advised the Commissioners that six (6) new portable radios for Lisburn have been purchased through a 2007 Grant.

**COMMUNITY DEVELOPMENT**

**Discussion: Zoning Hearing Board Dockets**

Mr. Eby advised the Commissioners that the only docket heard last month was Docket 2009-03, the application of Michelle Mull on Campbell Road. The two issues were:

1. Special exception to reduce the number and size of off-street parking spaces.
2. Establish a home occupation.

Mr. Eby reported that the Zoning Hearing Board denied both requests.

Docket 2009-04, Eberly Mill Church of God, was expected to be heard; however, by request of the Applicant a one-month extension was granted. The Applicant is working to address the parking issue. The docket is expected to be heard this month. The Solicitor was previously authorized to participate.

Docket 2009-05, Smith Homes, Inc. is the only new docket. Smith Homes is attempting to build a home at 18 Santa Maria Avenue in the Spring Lake subdivision. The lot was subject to a zoning variance a year or two ago. The prior owner secured the right to build on a non-conforming lot. That owner then sold the lot to Smith Homes. During the application process, it was discovered that the northern most part of the lot is approximately 7-feet into the groundwater no-use zone making the entire lot invalid for use of groundwater. The applicant is requesting a variance. Extensive discussion ensued.

The Commissioners agreed with Staff's recommendation that the Solicitor be authorized to participate in this hearing.

**Discussion: Appointing a Consultant Selection Committee for the Cedar Spring Run Park Master Site Plan**

Mr. Flint advised the Commissioners that the process of a Master Site Plan at the park next to the Municipal Building has started. The list of the people on the Citizens Committee has been submitted to DCNR as well as the scope of work and Request for Proposal, all of which require DCNR approval.

The appointment of a Consultant Selection Committee was also requested so the Committee was in place when approval is received from DCNR. Mr. Flint suggested Tom Vernau, Jan Faust, and himself, as well as anyone else the Commissioners feel should be on the Committee. Commissioner BLACK agreed to serve on the Committee.

**Lisburn Neighborhood Study Meeting**

Mr. Flint advised the Commissioners that the next meeting of the Lisburn Neighborhood Study meeting will be Monday, March 30 at 7:00 p.m. in the Barn at LACP.

**MANAGER**

**Comcast Cable Franchise Renewal – CRCOG Participation**

Mr. Vernau advised the Commissioners that the Township's cable franchise with Comcast is expiring. CRCOG inquired if the Township is interested in participating in its negotiations.

This will be an agenda item for March 23, 2009.

**Recommendation of Recreation & Parks Board to Appoint Carolyn Kohr to the Vacant Seat on the Recreation & Parks Board**

Mr. Vernau advised the Commissioners that a letter was received from Carolyn Kohr who was interested in serving on the Recreation & Parks Board. There are currently six members and it is a seven member approved Board.

Ms. Kohr appeared before the Recreation & Parks Board. The Recreation & Parks Board enthusiastically endorsed her appointment.

This will be an agenda item for March 23, 2009.

**Discussion: Consultant to Address the Board on March 23, 2009 Regarding the Creation of a Transportation Improvement District for the Gettysburg Road Corridor West of Wesley Drive**

Mr. Vernau advised the Commissioners that the Township has been working for several years regarding the problem on Gettysburg Road between Wesley Drive and Audubon Road.

A consultant will address the Commissioners on March 23, 2009 regarding a creation of a Transportation Improvement District for the Gettysburg Road Corridor west of Wesley Drive.

This will be a discussion item for March 23, 2009.

### **Strategic Planning Meeting Date(s)**

Mr. Vernau requested the Commissioners check their calendars in order to schedule a meeting to discuss Township services. It will be similar to past Strategic Planning meetings; however, with the budget issues faced this past year it is a good time to discuss what services will be offered and continue to offer.

### **RECESS TO EXECUTIVE SESSION**

The Regular Meeting of the Board of Commissioners recessed to Executive Session at 9:12 p.m. for discussion on the following:

1. Discussion: Options for 1993 Hummel Avenue
2. Discussion & Action: PAWC Settlement Agreement

### **RECONVENE REGULAR MEETING**

The Regular Meeting of the Board of Commissioners reconvened at 10:17 p.m.

### **PENNSYLVANIA AMERICAN WATER COMPANY SETTLEMENT AGREEMENT**

Commissioner CHRIST moved to authorize the Solicitor to settle the Joint Petition with Pennsylvania American Water before the Public Utility Commission contingent upon Lower Allen Township receiving satisfactory geographic detail of the proposed final water pressure totals in Lower Allen Township. Commissioner YOUNG seconded the motion. Motion carried 5-0.

### **OTHER BUSINESS**

Commissioner CHRIST requested the Commissioners take another look at Ordinance 2009-04, the Hydronic Heater Ordinance.

Commissioner CHRIST commended Staff on the preparation of the budget snapshot.

Commissioner CHRIST inquired if the Township has ever considered emulating Mechanicsburg Borough's system of inspecting rental properties in the Township. Mr. Vernau

responded he is not aware of any such conversation. Discussion ensued. Mr. Vernau advised that he will discuss the issue with Staff.

**ADJOURN**

The Regular Meeting of the Board of Commissioners adjourned at 10:25 p.m.

**ATTENDANCE REGISTER**

An Attendance Register is made part of this record.