

MINUTES

BOARD OF COMMISSIONERS

LOWER ALLEN TOWNSHIP

REGULAR MEETING

June 25, 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
Nancy Dietel, Finance Director
Daniel Flint, Community Development
Frank Williamson, Public Safety Director
Danna Lutes, Township Secretary
Chief Charles Snyder, LAT Police Dept
Christopher Yohn, EMS Captain
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 FROM MARCH 14, 2007 REGULAR MEETING OF THE BOARD OF COMMISSIONERS

Commissioner CHRIST moved to approve the Minutes from the March 14, 2007 Regular Meeting of the Board of Commissioners as submitted. Commissioner BLACK seconded the motion. Motion carried 5-0.

APPROVAL OF MINUTES FROM JUNE 11, 2007 REGULAR MEETING OF THE BOARD OF COMMISSIONERS

Commissioner YOUNG moved to approve the Minutes from the June 11, 2007 Regular Meeting of the Board of Commissioners as amended. Vice-President BUCHER seconded the motion. Motion carried 5-0.

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 if any Commissioner, Staff member or anyone in attendance would like to have an item on the Consent Agenda removed for further discussion and asked if there was a request for the removal of any item(s) on the Consent Agenda.

Commissioner YOUNG requested Resolution 2007-R-21 be removed for further discussion.

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

1. Warrants Journal of June 22, 2007 in the amount of \$726,742.29.
2. Department Reports for the month of May, including: Engineer, Public Works, Community Development, and Public Safety.
3. Release of improvement security in the amount of \$6,435.00 for Richard P. Hart and Nancie J. Hart for sidewalk construction for SLD Docket #2003-06, Manor at Fair Oaks, Phase 2.

Vice-President BUCHER seconded the motion. Motion carried 5-0.

**APPROVE RESOLUTION 2007-R-21, COMPENSATION ADJUSTMENT
RESOLUTION FOR NINE TOWNSHIP EMPLOYEES**

Commissioner YOUNG advised the Board that **Resolution 2007-R-21** calls for compensation adjustment for ten Township employees; there are nine names listed but there are 11 occurrences as two employees are listed twice.

Vice-President BUCHER moved to approve Resolution 2007-R-21, Compensation Adjustment for nine Township employees. Commissioner YOUNG seconded the motion. Motion carried 5-0.

ACCEPT CHIEF CHARLES E. SNYDER, JR'S LETTER OF INTENT TO RETIRE FROM THE LOWER ALLEN TOWNSHIP POLICE DEPARTMENT AFTER 31 YEARS OF SERVICE

Commissioner YOUNG moved to accept with reluctance Chief Charles E. Snyder, Jr.'s letter of intent to retire from the Police Department effective July 9, 2007, after over 31 years of service to Lower Allen Township. Commissioner BLACK seconded the motion, with great reluctance. Motion carried 5-0.

APPROVE APPOINTING PUBLIC SAFETY DIRECTOR FRANK E. WILLIAMSON, JR. TO THE POSITION OF ACTING CHIEF OF POLICE

Vice-President YOUNG moved to approve appointing Public Safety Director Frank E. Williamson, Jr. to the position of Acting Chief of Police effective July 6, 2007. Commissioner CHRIST seconded the motion. Motion carried. 5-0.

APPROVE ORDINANCE 2007-08, 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, 1997, BY AMENDING CHAPTER 133, LIGHTING SERVICE ASSESSMENTS

Commissioner YOUNG moved to approve **Ordinance 2007-08**, 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, 1997, by amending Chapter 133, Lighting Service Assessments.

Roll call vote:	Commissioner Black:	Aye
	Vice-President Bucher:	Aye
	President Titzel:	Aye
	Commissioner Christ:	Aye
	Commissioner Young:	Aye

Ordinance 2007-08 was approved by a vote of 5-0.

APPROVE RESOLUTION 2007-R-20, A RESOLUTION APPOINTING THE POSITION OF ADMINISTRATIVE CLERK FOR COMMUNITY AND HUMAN RESOURCES

Commissioner CHRIST moved to approve **Resolution 2007-R-20**, a Resolution appointing a position of Administrative Clerk for Community and Human Resources. Commissioner BLACK seconded the motion. Motion carried 5-0.

APPROVE ADJUDICATION FOR DOCKET NO. SEO 2007-01, IN THE MATTER OF THE APPEAL OF DAVID AND NANCY HOANG

Commissioner YOUNG moved to approve the adjudication for Docket No. SEO 2007-01, in the Matter of Appeal of David and Nancy Hoang. Commissioner CHRIST 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.

PUBLIC SAFETY

Discussion RE: Exploring the Possibility of Developing a School Resource Officer Position in Partnership with the West Shore School District for Placement at Cedar Cliff High School

Mr. Williamson advised the Board that he has had several conversations with the West Shore School District. In speaking with the Principal of Cedar Cliff High School and the Director of Pupil Services at the District, the topic of Scholl Resource Officer arose. Mr. Williamson wanted direction from the Board before staff time is invested in discussions with the school district, potentially looking for grants as well as what is going to be done at the end of the grant funding period.

Commissioner BLACK inquired if this would be a sworn police officer and would that officer be full-time at the site. Mr. Williamson advised that the officer would be sworn and would be at the high school and also available for follow-up at other schools in the Township.

Commissioner BLACK asked for clarification that the officer would be sworn with all the equipment, training and continuing training, all benefits and a vehicle. Mr. Williamson advised that is the case. Commissioner BLACK expressed his opinion that the school district needs to step-up. Mr. Williamson stated that funding must be suitable to both the Township and District. Nine months out of the year, that office is commented to the district.

President TITZEL stated that the issue should be explored and determined how far the West Shore District Board of Directors is willing to go, with the understanding that if the District comments itself, it must be a long-term commitment. Commissioner BLACK commented that the School District would get the benefit of the officer, so the District needs to pay 75% of the entire bill. The Township can take care of qualifying, employing, training, etc.

It was the Board directive to explore the issue with the School District being aware that it will be responsible for 75% of the entire bill.

Authorize Lower Allen Township Civil Service Commission to Begin the Process of Developing a List of Eligible Candidates for the Position of Entry Level Police Officer and a List of Eligible Candidates for the Position of Lieutenant in the Police Department

Commissioner YOUNG moved to authorize the Lower Allen Township Civil Service Commission to begin the process of developing a list of eligible candidates for the position of entry level police officer and a list of eligible candidates for the position of Lieutenant in the Police Department. Commissioner CHRIST seconded the motion. Motion carried 4-0-1, Vice-President BUCHER voting in the negative.

Alternates for the Civil Service Commission

Mr. Williamson advised the Board that alternates are needed for the Civil Service Commission. There are three members; the alternate recently passed away.

Mr. Vernau suggested putting something in the next newsletter as well as advertising in the newspaper.

Discussion RE: Cumberland County Special Police Emergency Response Team Intergovernmental Ordinance

Mr. Williamson advised the Board that he has no additional significant information on this issue. It is simply an intergovernmental agreement relieving some the liability for municipalities that will not allow their fire police respond outside, unless there is a pre-arranged agreement especially for special functions. If an event is not a fire company event, permission from the governing unit of the fire police being used.

In addition, a list of pre-designated events is required at the prior of the year.

Discussion ensued.

This will be a future agenda item.

Update on Storm Damage on Tuesday Night, June 19

Mr. Williamson advised the Board that in a 24-hour period for June 19, the Police Department handled 72 calls; 41 of those calls occurred between 5:40 p.m. and 10:00 p.m. The Fire Department handled 28 responses between 5:42 p.m. on the evening of the 19th and 3:34 a.m. on the 20th.

There were busy issues on the County 800 system. At 6 p.m. the Reeser's Summit tower site was at 80% capacity. The police talk group was the 19th busiest in the county; the fire talk group was 10th; and the Township talk group was the 19th busiest.

Officer Martinez, Lower Allen Township Police Department

Mr. Williamson advised the Board that Officer Martinez had been in Maryland for a physical. He is on inactive ready reserves and it looks at though he may be called-up. He has already served two tours or Iraq. Unfortunately he mustered-out into the ready reserves as a sergeant. Corporals and sergeants are being called-up.

Discussion ensued.

COMMUNITY DEVELOPMENT

Discussion RE: Executing an Application for Public Fire Hydrant to Pennsylvania-American Water Company for One New Hydrant on the North Side of Gettysburg Road Between Windsor Place and Wesley Drive

Mr. Flint advised the Board that execution of an Application for Public Fire Hydrant to Pennsylvania American Water Company for one new hydrant on the north side of Gettysburg Road, approximately 650-feet west of Windsor Place (between Windsor Place and Wesley Drive) would be required. The Water Company will extend the main down Gettysburg Road into the driveway of Executive Park West to create a loop. In the future, it will provide the opportunity to connect some of the properties that are currently not on public water.

This will be an agenda item for July 9,2007.

Discussion RE: Application for Amendment to Zoning Ordinance from John Williams

Mr. Flint advised the Board that this is a very extensive proposition of a change to the Zoning Ordinance. It is complicated in several aspects:

The request for action at this meeting would be to authorize and schedule a public hearing, but not to, at this point, advertise a particular ordinance. Once all information received at the hearing has been discussed, if the Board wishes to proceed with an ordinance, Staff would be directed to put together and advertise a draft ordinance.

Extensive discussion ensued.

Authorize Staff to Advertise a Public Hearing and Distribute to Planning Agencies for Review the Application for Amendment to Zoning Ordinance from John Williams

Vice-President BUCHER moved authorize Staff to advertise a public hearing and distribute to the Planning Agencies for review the application for an amendment to the Zoning Ordinance from John Williams with the public hearing to be scheduled for Monday, August 20th at 7:00

p.m. in the Commissioners Meeting Room. Commissioner YOUNG seconded the motion. Motion carried 5-0.

Discussion RE: SLD Docket #2007-04, Minor Subdivision Plan for Rossmoyne Business Center, Lot A-2A, 5010 and 5020 Ritter Road

Mr. Flint advised the Board that the owners are proposing to sub-divide the lot to create two lots, so one could be sold separately. Non-conformities are not being created. No construction is proposed.

This will be an agenda item for July 9, 2007.

Discussion RE: Release of Improvement Security for SLD Docket #2005-20, Courtyard by Marriott

Mr. Flint advised the Board that construction has been completed on the required items.

This will be an agenda item for July 9, 2007.

Authorize Staff and Solicitor to Act on the Letter of Credit from Graystone Bank for SLD Docket #2004-10, Glenwood Terrace, which Expires July 1, 2007

Vice-President BUCHER moved to authorize Staff and the Solicitor to act on the Letter of Credit from Graystone Bank for SLD Docket #2004-10, Glenwood Terrace, which expires July 1, 2007, unless an extension is received prior to July 1, 2007. Commissioner YOUNG seconded the motion. Motion carried 5-0.

Authorize Staff and Solicitor to Act on the Letter of Credit from Graystone Bank for SLD Docket #2005-24, Liberty Point, which Expires July 1, 2007

Vice-President BUCHER moved to authorize Staff and the Solicitor to act on the Letter of Credit from Graystone Bank for SLD Docket #2005-24, Liberty Point, which expires July 1, 2007, unless an extension is received prior to July 1, 2007. Commissioner BLACK seconded the motion. Motion carried 5-0.

MANAGER

Authorize Purchase of Fifteen (15) Replacement Desktop Computers and Three (3) Laptops

Commissioner YOUNG moved to authorize the purchase of fifteen (15) replacement desktop computers and three (3) laptops. These are budgeted items. \$22,400.00 was budgeted and the Township has a quote of f\$18,359.00. Commissioner BLACK seconded the motion. Motion carried 5-0.

Discussion: EMSC Building Update

Mr. Vernau updated the Board on the construction progress of the EMSC.

Discussion ensued.

OTHER BUSINESS

Vice-President BUCHER inquired if the Township has a provision as to where a detention/retention pond is located. At Executive Park West it appears a pond is being put in the front yard. Mr. Flint advised that detention/retention ponds are put in the low spot. At Executive Park West most of the detention will be underground storage for the entire site.

Commissioner BLACK inquired if the representatives of Liberty Forge were in attendance in order to make a presentation. Mr. Boney Dawood, Dawood Associates, identified himself to the Board.

Mr. Dawood advised that the Township would be receiving a letter stating that the application should have been made on behalf of Liberty Forge, Inc. not John Williams. Mr. Dawood and other representatives for Liberty Forge gave an overview of the project. Discussion ensued.

Commissioner BLACK thanked Chief Snyder for his many years of excellent service to the Township.

Mr. Williamson advised the Board that Summer Fair is on Friday, June 29; July 1 is Celebrate America at Christian Life Assembly Church; and the July 4th picnic is on Wednesday, July 4.

Chief Snyder thanked the Board for all the opportunities afforded him during his tenure with the Township.

Captain Yohn shared with the Board the Certificate of Appreciation presented to Lower Allen Township along with four other emergency services organization at Jubilee Day by the Gettysburg Chamber of Commerce.

Mr. Flint advised the Board that the part-time administrative clerk position in the Community Development Department has been filled.

ADJOURN TO EXECUTIVE SESSION

The Regular Meeting of the Board of Commissioners recessed to Executive Session at 9:20 p.m. for personnel.

ATTENDANCE REGISTER

An Attendance Register is made part of the record.