

MINUTES

BOARD OF COMMISSIONERS

LOWER ALLEN TOWNSHIP

REGULAR MEETING

August 13, 2007

The following were in ATTENDANCE:

BOARD OF COMMISSIONERS

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

TOWNSHIP PERSONNEL

Thomas Vernau, Manager
Jan Faust, Assistant Manager
Nancy Dietel, Finance Director
Daniel Flint, Community Development
Frank Williamson, Public Safety Director
Danna Lutes, Township Secretary
Christopher Yohn, EMS Captain
Rodney Mumma, Fire Chief
Steven P. Miner, Solicitor
Flora Dasher, Assistant 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 MAY 29, 2007 REGULAR MEETING OF THE BOARD OF COMMISSIONERS

Commissioner **BLACK** moved to approve the Minutes from the May 29, 2007 Regular Meeting of the Board of Commissioners as submitted. Commissioner **CHRIST** seconded the motion. Motion carried 5-0.

BID OPENING: NEW TELEPHONE/DATA CABLING FOR EMERGENCY MUNICIPAL SERVICES BUILDING

The following bids were received for the new telephone/data cabling for emergency municipal services building:

SECCO	Bid Amount: \$76,500
Herre Brothers	Bid Amount: \$113,934
ET&T	Bid Amount: \$104,675
OTI-Orbit Technologies Inc.	Bid Amount: \$99,500
Network Cabling Inc-KIT	Bid Amount: \$135,211

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 asked if there was a request for the removal of any item(s) on the Consent Agenda for further approval. There was no response.

Accept motion to approve the items on the Consent Agenda, which are listed as follows:

- a. Warrants Journal of 08/02/2007 in the amount of \$185,895.58
- b. Approve payment application #3 for ECI Construction, LLC in the amount of \$334,781.70

Commissioner CHRIST moved to approve the items on the Consent Agenda. Commissioner BLACK seconded the motion. Motion carried 5-0.

PRESIDENT TITZEL

Commissioner CHRIST moved to approve **Resolution 2007-R-22, Per Capita Exonerations, List One of 2007**. Commissioner YOUNG seconded the motion. Motion carried 5-0.

Vice President BUCHER moved to approve **Ordinance 2007-11**, an ordinance amending, modifying and changing the code of the Township of Lower Allen, 1997, at Chapter 23, Intergovernmental Cooperation, to add an ordinance authorizing the Township of Lower Allen and the County of Cumberland to enter into a Master Intergovernmental Agreement with county municipalities for the use of Special Fire Police for mutual aid and assistance.

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

Ordinance was adopted by a 5-0 vote.

ANY BUSINESS PERTINENT TO THE TOWNSHIP: Discussions will be limited to fifteen (15) minutes per person.

There was no response.

ADMINISTRATIVE SERVICES

Ms. Faust requested board approval for the following items:

Waive vendor fees for the October 14, 2007 Pet Walk

Commissioner CHRIST moved to waive vendor fees for the October 14, 2007 Pet Walk in response to a request from Helen O. Krause Animal Foundation, Inc. Commissioner YOUNG seconded the motion. Motion carried 5-0.

Waive usage and vendor fees for upcoming softball tournament.

Vice President **BUCHER** moved to waive field usage fee and vendor fee for upcoming softball tournament in response to a request from Curt Heckler, LA Police. Commissioner **YOUNG** seconded the motion. Motion carried 5-0.

Discussion RE: Purchase of a Toro Infield Machine.

There was open discussion about whether this will be lease financing or not, and what to do with the old machine.

Commissioner **BUCHER** moved to approve the purchase price \$10,950.00. Commissioner **BLACK** seconded the motion. Motion carried 5-0.

Discussion RE: Adoption of the Local Services Tax (LST).

Nancy Dietel addressed the Board regarding the adoption of the LST, which replaces EMS, is the same local tax but with a different name. Ms. Dietel advised that there will be a slower cash flow due to collecting this money over 26 pay periods in the year” but, finances look good and this should not create a problem. Memorandum needs revised and brought back for final approval. Questions came up about veterans being exonerated and whether to amend our existing ordinance or not. Solicitor Miner had not had a chance to look at everything and will come back with information at a future meeting.

COMMUNITY DEVELOPMENT

Discussion RE: Zoning Hearing Board Dockets

Mr. Flint discussed the results from the Zoning Hearing Board Docket 2007-10 regarding an old residential farmhouse on South St. John’s Road looking to expand. The Hearing Board granted the variance with the only contingency to comply with flood plane regulations. Home will remain residential.

Results from the Zoning Hearing Board Docket 2007-11 regarding Jodi Ryan opening a beauty shop business on Creek Road with satisfied requirements for commercial operation. Board approved.

Discussion and Possible Action RE: SLD Docket 2007-08, the Revised Final Land Development Plan for the Capital City Commons/Texas Roadhouse.

Commissioner **BLACK** moved to accept a request for waiver of the requirement for Planning Commission review RE: SLD Docket 2007-08, the Revised Final Land Development Plan for Capital City Commons/Texas Roadhouse. Commissioner **CHRIST** seconded the motion. Motion carried 5-0.

Discussion RE: Accepting a proposal from J. Michael Brill & Associates, Inc. to perform professional surveying services on Township owned properties for a total fee not to exceed \$6,000.00.

Commissioner **YOUNG** moved to accept a proposal from J. Michael Brill & Associates, Inc. to perform professional surveying services on Township owned properties for a total fee not to exceed \$6000.00. Commissioner **BLACK** seconded the motion. Motion carried 5-0.

Commissioner **BLACK** asked if competitive proposals were taken and answer was favorable. Seven firms were contacted and four or five proposals were received and compared. Certificate of Insurance was given.

Discussion RE: Draft agreement with Norfolk Southern for construction of a trail across railroad right-of-way.

Questions arose about fees associated with this, there is no time limit, there are not any on-going annual fees, there is only the installation fee. The installation fee is estimated at a high amount due to flag people needed during construction and this can be negotiated down.

Discussion RE: Installation of flashing school signals at Allen Middle School.

PENNDOT has agreed, plan is submitted and we are close to getting a permit. Calls need made to the school district regarding the costs. Project will not ready when school starts. President TITZEL voiced concerns about Lower Allen School being more at risk and more in need of this. This will be pursued at a later time.

Vice President BUCHER moved to authorize staff to prepare the specifications and the advertising bids for the installation of flashing school signals at Allen Middle School. Commissioner CHRIST seconded the motion. Motion carried 5-0.

MANAGER:

Brenizer complaint

The property now has a twelve foot drop at the end of the property. There was a discussion during during a recent staff meeting regarding possible steps to take if someone submits a development plan which involves severe excavation.

1. Limit amount of time the property is left with severe excavation issues. Plans for erecting a retaining wall are being pursued and this may take some time.
2. Install some type of fence until the retaining wall is erected.

Building Dedication Plaque

Add solicitors' name. Vice President BUCHER pointed out that copy has 2007 and should say 2008, and voiced concerns about the vendors' names on the plaque being too prominent. It was suggested that the vendors' names be decreased in size and the commissioners' names be increased in size. Commissioner BLACK suggested adding something at the bottom of the plaque to honor the planning efforts of the township staff.

Vice President BUCHER voiced his opinion regarding the building name being changed to Municipal Services Center from Emergency & Municipal Services Center. He feels that just saying municipal covers all the entities in the building. Commissioner YOUNG agreed. Christopher Yohn, EMS Captain, Rodney Mumma, Fire Chief and Frank Williamson, Public Safety Director, were in agreement. Vice President BUCHER stated the township is unique in the municipality aspect because all three entities of emergency services along with administrative will all be in one building.

Industrial and Commercial Development Authorities

Mr. Vernau opened discussion with the board on forming a township development authority. President TITZEL would like to have this issue brought up at a future meeting with more details and the Board agrees. Vice-President BUCHER raised concern regarding how much would be needed for an operation budget to get this up and running. One of the township commissioners and one appointed official will sit on the board and be responsible for supervising, designating and approving the issuance of bonds to finance the project. The project would be self funded through the bonds and they would issue their own bonds.

Solicitor Miner senses that in the beginning stages of this project, there will be some demands on this board to guarantee the bonds issued. Initially the two entities have to work together to attain a strong backing and attain buyers of the bonds.

Commissioner BLACK commented he feels Lower Allen Township is a fine municipality which is fairly well developed, there still is significant green spaces that should be protected and some areas need to be allowed to be developed. Some areas need help and if we can be the spark that causes the re-development of these areas or the proper development of new areas to keep Lower Allen on the leading edge of quality.

Mr. Vernau wanted to introduce this to see if it is something the Board would like to pursue. He will provide follow-up. Mr. Vernau has Mr. Lou Verdelli in mind to get this started and he will have him set up an agenda and bring it to the meeting. Mr. Vernau will have Doug Went, a consultant, come in to a board meeting and weigh the pros and cons of this project.

ADJOURN

The Regular Meeting of the Board of Commissioners adjourned at 9:20 p.m.

ATTENDANCE REGISTER

An Attendance Register is made part of the record.