

MINUTES

BOARD OF COMMISSIONERS

LOWER ALLEN TOWNSHIP

REGULAR MEETING

October 22, 2007

The following were in ATTENDANCE:

BOARD OF COMMISSIONERS

TOWNSHIP PERSONNEL

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

Thomas Vernau, Manager
Daniel Flint, Community Development
Nancy Dietel, Finance Director
Frank Williamson, Public Safety Director
Christopher Yohn, EMS Captain
Danna Lutes, Administrative Secretary
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.

Commissioner BLACK was absent with excuse.

PRESENTATION: MICHAEL TREPAN, CHAIRMAN EMERITUS, HARRISBURG AREA RIVERBOAT SOCIETY, REGARDING MAKING A CONTRIBUTION TOWARD THE RIVERBOAT

Michael Trephan introduced himself to the Board and advised the Board that he is founder and Chairman Emeritus of the Harrisburg Area Riverboat Society. In the past nineteen years, the Pride of the Susquehanna has taken 60,500 passengers, not counting 25,000 school children.

Over the past nineteen years the Riverboat Society has supported itself. It is now time for Riverboat to be overhauled. Phase I was completed last year. \$65,000 was raised to cosmetically overhaul the Riverboat. In approximately three weeks the bow of the boat will be removed and a four-foot section added to accommodate wheelchairs.

The Society needs help and Mr. Trephan is visiting all the communities within the greater Harrisburg area. Another \$75,000 is needed to lengthen the boat, new air conditioning, engine work, as well as outside painting work. To date, Mr. Trephan has visiting 11 municipalities and participation is 100% and hopes it remains at 100%.

President TITZEL thanked Mr. Trephan for his presentation.

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

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

1. Warrants Journal of October 11, 2007 in the amount of \$416,766.66.
2. Approval of 2007 Manual and Voided checks for the months of March, June, July, August and September.
3. Department Reports for the month of September 2007, including: Engineer, Community Development, Public Works and Public Safety.
4. Executing the Standard Stormwater Facilities and Best Management Practices Maintenance and Monitoring Agreement with Patchway Holding LLC for SLD Docket #2007-05, Land Development Plan for Marzoni's Restaurant.
5. Executing the Standard Stormwater Facilities and Best Management Practices and Monitoring Agreement with Richard P., Jr. and Nancie J. Hart for SLD Docket #2007-05, Subdivision Plan for The Village at Fair Oaks.
6. Reduction in Improvement Security for SLD Docket #2000-11, Heights of Beacon Hill, Phase 2, establishing a new security amount of \$36,436.40 and a new expiration date of October 22, 2008.
7. Payment of Project Invoice #15, for \$25,850.24 to BASCO.

8. **Resolution 2007-R-28**, adopting Broad Band Compensation Model Addendum.
9. **Resolution 2007-R-29**, adopting Wass Park/Shireman Manor Trail.

Commissioner CHRIST seconded the motion. Motion carried 4-0.

ADOPT ORDINANCE 2007-14, AN ORDINANCE AMENDING, MODIFYING AND CHANGING THE CODE OF THE TOWNSHIP OF LOWER ALLEN, 1997, BY CREATING EXCEPTIONS FROM JUNKYARD AND JUNK CAR ENFORCEMENT FOR EVIDENCE PROCESSING AND EMERGENCY SERVICES TRAINING.

Commissioner CHRIST moved to adopt **Ordinance 2007-14**, an ordinance amending, modifying and changing the code of the Township of Lower Allen, 1997, by creating exemptions from Junkyard and junk car enforcement for evidence processing and emergency services training.

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

Ordinance 2007-14 was adopted by a 4-0 vote.

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.

Joanne McIntyre, principal of Highland Elementary School in the West Shore School District identified herself to the Board. Ms. McIntyre stated that she could not say thank you enough for the Township's continued support of WSSD, the schools, students and staff. The past couple of weeks have been unusual and Township staff has been there every bit of the way.

This month, Highland Elementary School had its fire prevention assemblies. Today, primary students were highly entertained by McGruff while sending a very serious message regarding trick or treat safety. Ms. McIntyre thanked the Township for the valuable service.

Ms. McIntyre invited the Board to attend Highland Elementary School's fall festival and parade this Thursday, at 2:30 p.m.

COMMUNITY DEVELOPMENT

Discussion RE: Request No. 3 for Reduction in Improvement Security for SLD Docket No. 2005-22, Heights of Beacon Hill, Phase 3

Mr. Flint advised the Board that construction on the site work and utilities has continued to progress. The site has been inspected for that progress. An additional reduction in the Improvement Security has been requested.

This will be an agenda item for November 13, 2007.

Discussion RE: Request No. 3 for Reduction in Improvement Security for SLD Docket No. 2004-10, Glenwood Terrace

Mr. Flint advised the Board that this is a small 7-lot subdivision in Glenwood Gardens. The street has been constructed and paved. There are a few other items that need secured, primarily sidewalks, but the project is in line for a reduction in improvement Security.

This will be an agenda item for November 13, 2007.

Discussion RE: SLD Docket No. 2007-04, Land Development Plan for Oakwood Center Addition

Mr. Flint advised the Board that the Oakwood Center is on Century Drive. The addition is toward the rear of the existing building. Footprint of the building is approximately 4,700 square-feet and is a two-story addition. Total square-footage of usable space is approximately 9,400 square-feet. There will be additional parking constructed in the front of the building, as well as the stormwater detention facility.

Two waivers have been requested: (1) requirement for a Preliminary Plan and (2) requirement to install sidewalks as there are currently no other sidewalks in that development of Century Drive.

Mr. Flint advised the Board that the Planning Commission has recommended approval.

This will be an agenda item for November 13, 2007.

Discussion RE: SLD Docket No. 2007-11, Land Development Plan for Hampton Inn Lobby Addition

Mr. Flint advised the Board that this plan is for a lobby addition of just slightly less than 600 square-feet. There are no additional sleeping rooms or meeting rooms. It is strictly to enlarge the lobby to service the existing guests. The addition will be to the back portion of the building. At the same time, two loading spaces will be constructed at the rear. The Inn has a continental breakfast and with the number of guests, the existing lobby becomes crowded.

Two waivers have been requested: (1) requirement for a Preliminary Plan and (2) requirement to install sidewalks.

Mr. Flint advised the Board that the Planning Commission has recommended approval.

This will be an agenda item for November 13, 2007.

Discussion RE: Agility Agreement with PENNDOT

Mr. Flint advised the Board that the Township has had an Agility Agreement with PENNDOT for the past ten years. The Agreement is a five-year agreement, and the second agreement is close to the end.

A resolution authorizing the Township to sign another agreement should be an agenda item for November 13, 2007.

MANAGER

Audit

Mrs. Dietel advised the Board that a year ago the Township's auditors had been sold to another accounting firm. Today in the mail, she received a proposal for an extension of their contract. They gave numbers for three years as well as for one year.

Mrs. Dietel advised the Board that for the audits of the years 2007, 2008 and 2009, the auditors proposed the following:

\$19,000 for the general audit for 2007
\$19,650 for the general audit for 2008
\$20,320 for the general audit for 2009

This equates to a 3.4% increase each year and is actually 11% less than the costs for this year.

Mrs. Dietel further advised the Board that she was extremely comfortable with the new firm. The new firm concentrates in municipal government.

This will be an agenda item for November 13, 2007.

Discussion RE: Danna Lutes, Township Secretary, has Successfully Completed her Six-Month Probationary Period

Mr. Vernau advised the Board that Danna Lutes has successfully completed her six-month probationary period.

A resolution moving Mrs. Lutes to full-time status will be an agenda item for November 13, 2007.

Boy Scout Project at LACP

Mr. Vernau advised the Board that Ari Unger is a Boy Scout in the Township who would like to do his Eagle Scout project at Lower Allen Community Park. Ari would like to do some improvements along the Nature Trail along the creek. He proposed to build a kiosk at one end of the trail as well as some benches along the trail. Ari would also like to clear a small amount of brush.

Mr. Vernau has spoken with Jim Chianos and Dan Flint and both are enthusiastic about the project. Mr. Chianos wants to meet with Ari at the site to determine exactly what the project entails and give guidance.

OTHER BUSINESS

Vice-President BUCHER inquired if the Refuse Contract expires at the end of this year. Mrs. Dietel advised that it does and that a two-year extension has been offered. Mr. Vernau is polling information from other municipalities for comparison.

Mr. Flint reminded the Board of the special joint meeting with the Planning Commission on Wednesday, October 31 at 7:00 p.m.

Commissioner CHRIST advised the Board that the West Shore Tax Bureau passed its budget. One full-time and one part-time position were added. In addition, the Tax Bureau is going to move forward with changing the way it allocates the collections fees and the formulas that it uses to calculate the fees. Under the new formula, in 2006 the Township would have made money having the WSTB collect taxes. In prior years, all the interest went to some of the school districts. In the future, all members will share the interest.

Commissioner CHRIST further advised the Board that the West Shore Tax Bureau voted to stay at its current location. The Bureau is looking at creating a Building Fund for the future.

Commissioner CHRIST complimented school district officials on their rapid response with the information regarding the bomb threat incident last week. Commissioner CHRIST also complimented Public Safety and the Fire Department for being there and for getting to the bottom of the incident as they did.

ADJOURN TO EXECUTIVE SESSION

The Regular Meeting of the Board of Commissioners adjourned to Executive Session at 8:08 p.m.

ATTENDANCE REGISTER

An Attendance Register is made part of the record.