

**South Londonderry Township
Board of Supervisors Meeting
Palmyra, PA**

April 9, 2019

Opening Ceremonies and Introduction- The meeting was called to order at 7:00M by Chairwoman Bucks followed by the Pledge of Allegiance.

The following members were present:

Faith Bucks – Chairwoman
Bill Bova – Supervisor
Jack Custer – Vice Chairman

The following staff members were present:

Jenna Seesholtz - Township Manager
Sgt. Gerry Cassel SLT Police Dept.

Recording: The meeting was recorded by Carissa Cassel and Dot Ague for their own personal use.

Changes to Agenda: Changes to the agenda were announced.

Public also present: Kendra Hoffman, Jerry Klee, Gail Klee, Bill Leonard, Kermit Bell, Dot Ague, Connie Brossman, Jane Popko, Mark Houser, Jr., Monica Dubravnic, Andy Nelson – Commonwealth Code, Josh Nelson - Commonwealth Code, Pat Krebs, John Breive, Martin Matarazzi, Eric Crawford, Jim Kauffman

Public Comment:

Connie Brossman: Township resident Connie Brossman asked about the status of the employee handbook.

Pat Krebs – Several items: Township resident Pat Krebs had several notes to bring to the Township’s attention. They were:

1. She was thankful for newly added stop sign that was installed at the intersection in Lawn. Wondered if the red flashing lights could be added to the pedestrian crosswalk located on 322.
2. Wondered if a crosswalk could be added to Lawn Road near Campbelltown Park or signage added to notify drivers of pedestrian crossing.
3. Asked if the Bike Safety video could be placed on the Township website.
4. Asked for Comprehensive plan to be updated and would like to see a committee put together for this project.

Erin Crawford – Campbelltown Community Alliance: Township resident Erin Crawford is part of a newly organized group of citizens called Campbelltown Community Alliance. They are a group of citizens that are looking to create a more cohesive Campbelltown. They are looking into completing projects throughout Campbelltown.

Jane Popko – Schoolhouse Road: Township resident Jane Popko wanted to know if the Township could suggest that PennDOT make the intersection of Schoolhouse Road and Rt. 322 a right turn only intersection and divert the left turning traffic to another intersection.

Regular Business

Approval of Minutes of March 12, 2019 Regular Meeting: A motion made by Bova second by Custer to approve the minutes from March 12, 2019 Board of Supervisor meeting with amendment. Motion carried.

Approval of Minutes of March 27, 2019 Workshop Meeting: A motion made by Custer second by Bova to approve the minutes from March 27, 2019 Board of Supervisor meeting with amendment. Motion carried.

Approval of Bill and Payroll list: A motion by Bova second by Custer to approve Bill and Payroll list #6-19. Motion carried.

Reports

The following reports were given:

Township Manager – Jenna Seesholtz

Public Comment: Township resident Connie Brossman inquired about the cost of training that 2 township employees attended.

Zoning/Code Enforcement – Dawn Blauch

Police Department –Sergeant Gerry Cassel

Palmyra Library – Kendra Hoffman

Palmyra Area Recreation – Bill Bova

EMA – John Breive

New Business

Non-Building Waiver Sewer Planning Module for Shuman: A motion by Custer second by Bova to approve the Non-Building Waiver for the Sewer Planning Module for the Shuman Plan. No building is being proposed with the lot-line subdivision. Motion carried.

Code Inspector Discussion: Jerry and Gail Klee addressed the Board in regard to an issue they had with a private inspection that Commonwealth Code completed on a reverse osmosis system. Josh Nelson and Andy Nelson from Commonwealth Code Inspection Service were also in attendance and spoke on behalf of the code inspection company. The Klee's were not pleased with a report they received from Commonwealth Code that contained an error. Chairwoman Bucks thanked the Klee's for bringing this issue to the Township's attention. There was no action taken on this matter.

Township Non-Uniform Employees' Pension Plan Amendment: Township Manager Seesholtz suggested that the Board look into a defined contribution plan for new employees who are eligible for the Non-uniform Employees pension and also revise the current ordinance to allow the Township to report the employees full gross pay for pension calculation purposed. A motion by Custer second by Bova to authorize Seesholtz to reach out to RJ Hall to provide a pension plan ordinance amendment sample. Public comment: Township resident Connie Brossman asked if the current plan is a matching contribution style plan. Motion carried.

Historical Commission Discussion: The Board discussed the current mission of the Historical Commission and whether they wanted to change the focus of the Commission. They are currently tasked by ordinance, to provide a list of homes built before 1920. There was discussion of the implications of having such a list and what it means to the homeowner's who own such a structure. Public comments: Township resident Pat Krebs noted that there is information available in the Comprehensive Plan about the Historical Commission. Township resident Connie Brossman noted that an historic building may be registered with the state if the owner chooses to do so. Township resident Martin Matarazzi stated that the Board does have list of homes in its possession. The Board will look into adjusting the ordinance. No action taken on this item at this time.

Historical Commission Appointment: A motion by Bova second by Custer to appoint Township resident Gerry Cassel to fill the Historical Commission vacancy with a term to expire January 1, 2022. Motion carried.

Special Event Application: Got the Nerve Triathlon: A motion by Custer second by Bova to approve the application for the Got the Nerve Triathlon. Motion carried.

Old Business

Fire Department – Box Card Approval: A motion by Custer second by Bova to conditionally approve the Box Cards supplied by DES with the condition that the Chiefs of each department sign off on them. Motion carried.

Fire Study Update (J. Breive): John Breive noted that he is still gathering information for the study.

HVAC Upgrade – Update: Manager Seesholtz stated that she has had discussions with James Miller of Fidevia who was the construction management company that assisted with the new building. He has discussed the HVAC issues with MidState and they will be sending the engineer and a representative from MidState to fix the issue. It was discovered that the system was never commissioned correctly.

Good and Welfare

Township recordings: There was discussion about the accessibility of the township's audio recording. Currently the meetings are recorded for accuracy of minutes and

destroyed when no longer administratively necessary. Township Dot Ague read that they were to be kept until the minutes were approved. Township Jane Popko noted that Derry Township places their recordings on their website. The Board will revisit this item. No action taken at this time.

Adjourn – There being no more business to discuss, a motion by Custer second by Bova to adjourn the meeting at 8:40 PM. Motion carried.

Jenna Seesholtz, Manager, Secretary/Treasurer