President Martin called the Board of Commissioners regular meeting to order at 6:37 p.m. following a Stormwater Authority meeting. A moment of silence was observed, and The Pledge of Allegiance was recited by all. Roll Call was taken by Mr. Fazekas.

CONSIDERATION/APPROVAL OF MEETING MINUTES

President Martin asked for any comments or corrections to the Minutes of the November 20, 2019 Board of Commissioners meeting. There were none, and Vice President Rigney made a MOTION to approve the Minutes of the November 20, 2019 Board of Commissioners meeting, SECONDED by Commissioner Cochran. The motion carried unanimously.

PRESIDENT’S ANNOUNCEMENTS

President Martin noted that the Board of Commissioners continued an Executive Session from the December 4, 2019 Board meeting to December 16, 2019, and no action was taken. He also publicly acknowledged the passing of former Fire Chief Salter’s father John. He said the Board has expressed its condolences.

President Martin said it is a bittersweet moment in that tonight is Commissioner Rigney’s last official meeting. He noted that he came on the Board of Commissioners 14 years ago. President Martin publicly thanked him for his genuine service and noted that the Board will have additional celebrations. He said Commissioner Rigney served the constituency well and served with integrity. He said the Board will miss him but they are also excited to have Commissioner-Elect Jeff Walter coming onto the Board.

President Martin introduced Representative Sheryl Delozier, who presented a citation to Commissioner Rigney for his service. She said she is glad he has been willing to serve and said they can’t do at the state level what they do without the folks at the local level. She thanked him for his willingness to give up his time and effort and brain power and said you truly have to have a heart for it. She thanked him for the heart he has put into his service. On behalf of the House of Representatives, she thanked him for his service and wished him good luck in retirement.
PRESIDENT'S RECOGNITION OF VISITORS

There were no visitors signed in to speak.

CONSENT AGENDA

Commissioner Anderson made a MOTION to approve the Consent Agenda as follows, SECONDED by Vice President Rigney:

Consideration/Approval of Staff Reports.
Consideration/Approval of Bills in the Amount of $794,537.89

The motion carried unanimously.

PUBLIC SAFETY COMMITTEE

Chief Adams pointed out a letter received from the Sexual Assault Rape Crisis Center at the YWCA in Carlisle, praising Detective Sergeant Barnes and Detectives Tappan and Mellot for their work with domestic violence victims. He said it speaks volumes for our Detectives and not only how we investigate crimes but also how we treat victims.

Chief Adams mentioned a resident’s displeasure at a previous Board meeting with the perceived lack of speed enforcement on Emily drive. He said the resident alleged that people were exceeding 40 mph and made a veiled threat that the Police Department better do something. Chief Adams said the Police Department did a traffic study and the results show that 85% of the people are driving 26 mph or less. He said the bottom line is there is no speeding issue on Emily Drive.

Chief Shumberger noted that the Fire Department had their elections for 2020, and everyone stays the same as far as officer positions. He also noted that Saturday, March 28 at 1 p.m. has been designated for the Open House for the new building, and they will send out formal invites. He noted that the Fire Police will be sworn in by Judge Martin on January 8. He said everything is going excellent with the fire station building.

PLANNING & ZONING COMMITTEE

CONSIDERATION/ACTION ON CONDITIONAL USE APPLICATION TO PERMIT A RESORT AT 1100 GRANTHAM ROAD

The applicant has submitted a Conditional Use Application to establish and operate a resort on the property. The property, located at 1100 Grantham Road, consists of two tax parcels totaling approximately 22 acres in size. The applicant would like the resort to be geared towards hosting weddings, receptions, banquets, private parties, corporate events and other special events.

The proposed project will consist of modifying the existing mansion to include and dining room, bar, commercial kitchen, additional restrooms, and “bride” and “groom” dressing rooms. Additionally,
the applicant would like to construct a series of 26 hotel cottages containing overnight guest rooms connected in a “u-shape” surrounding a patio. This area will also include a portico, lounge, café, office & veranda. It is anticipated that the buildings will be constructed in phases. The first phase would include the improvements and additions to the existing mansion. The second phase would include the construction of the cottages and spa buildings, and the third phase would be the construction of the brew-pub and chapel.

Additional improvements at the site would include access driveways, loading spaces and 222 parking spaces. Landscape screening, including new plantings and preservation of existing mature plantings, will also be provided and will be in accordance with Section 245-16 of the Zoning Ordinance, as well as the Subdivision & Land Development Ordinance.

A Public Hearing was held November 4, 2019 at 6 p.m. to discuss the application with the Board of Commissioners. The Commissioners have 45 days from the close of the public hearing to act and provide written correspondence to the applicant. The 45-day period expires December 19, 2019, so action is required no later than the December 18th BOC meeting.

President Martin noted that as a Board, the Commissioners looked over the comments from the hearing but also the proposed conditions and noted quite a few things they want to take into consideration in terms of this use and which will be addressed during the land development process. Should this conditional use be approved tonight, before anything is approved in terms of buildings, he said there will be a land development process to come before the Planning Commission and the Board of Commissioners.

Vice President Rigney noted that the agenda for this meeting was not posted on the website and he also noted that the vote on the conditional use application was posted under “announcements.” Mrs. Boyer said it was also listed under “development plans”. Vice President Rigney asked for a consensus of the Board that agendas should be posted by the Friday afternoon before the meeting, noting that we pride ourselves in being open and transparent, and that shows that we are open. Commissioner Anderson pointed out that Board members don’t see it until that Friday, and the Board may want to change something, so we shouldn’t put it on until Monday. Vice President Rigney said we can add things the night of the meeting so there is no reason it can’t be posted on Friday. Commissioner Cochran suggested posting it on Friday as a “proposed” agenda so people can look at it over the weekend.

President Martin noted that the Board is proposing 14 conditions for approval of the Conditional Use application, and Mrs. Boyer read them for the benefit of the audience. He said he thinks the Board came up with a pretty good list. Charlie Courtney, of McNees, Wallace and Nurick, represented the applicant. He said all 14 conditions are acceptable. President Martin said we are very much aware of noise and sight issues, and they will be clarified through the land development process. To the Joyce’s, who own a neighboring property, he said there will be a visual barrier that will help with noise and visual issues, and that will come up appropriately during the land development process as well as some of the sight distances to the south bordering the Rose Garden development. Commissioner Cochran said the Board did address the noise by limiting any outdoor music and even to the extent that indoor music cannot be amplified. President Martin added that the Board is also
trying to limit the hours of operation so it’s not going on until 2 a.m. Also, he said the Board debated and discussed that the conditions will pertain not only to the current owners but in 50 years there may not be the same ownership, so we have to be cognizant of the successive ownership too.

Vice President Rigney said he is not completely understanding how the tent works as far as walls. He said he thought they were permanent walls but then he heard that they can be retracted. Mr. Courtney said the tent is the main banquet room so while it is a tent, it will not be taken up and down. Applicant Deb Welsh, 1100 Grantham Road, said the sides roll up, but one side of the tent is attached to the building. She said the size is 56’ x 108’, and the 56’-side is attached to the building and the panels on the back side will be down. She said the side and front the panels can be down or open and there are doors that can be opened or closed. She said it is not a structural tent but it a beautiful sailcloth tent. Commissioner Anderson questioned the inside size of the brew-pub, and Mrs. Boyer said the site plan says it has a 5000-square-foot total footprint.

Vice President Rigney asked Mrs. Boyer to explain the lighted sign, noting that he is concerned about a neon or electronic sign near an R-1 zoning district. He said he would hope we would have some kind of wooden monument sign and something not garish. Mrs. Boyer said there are monument signs or message board signs, which is what we have in front of our Township building. She said those are two different signs and are different than a wood or plastic monument sign. By eliminating the monument sign, she said you would not be allowed to have a message board sign but you can still illuminate the sign. Regarding wall signs, she said you could illuminate them too. Mr. Courtney said there will be no message boards as they would be inconsistent with what they are doing there. He said there will be a monument sign out front and they have to figure out the signage on the brew-pub. Commissioner Cochran said the Board’s real concern is not with the current developer but if something happens in the future, we don’t want those other types of signs. He said we want to allow some protection for the homeowners that live around it.

Commissioner Castranio said he will abstain from voting as he is employed by the applicant’s engineer. He added that he was also not involved in any of the discussions on the conditions.

Commissioner Anderson made a MOTION to approve the Conditional Use Permit for the establishment and operation of a resort, with conditions, in accordance with Section 245-5.2, Table V-1, Use #39 of the Township Zoning Ordinance. The conditions shall be as follows:

1. The applicant shall comply with the Zoning Regulations governing the uses and design of the property or obtain any zoning relief necessary to develop the property in general conformance with the plans presented at the Conditional Use Public Hearing.

2. The two (2) parcels included in the proposed development shall be consolidated into one (1) parcel. At no time may the principal use and any accessory use(s) be located on separate lots.

3. The building designs for all structures and facilities proposed by applicant shall be substantially in compliance with the plans presented in the Conditional Use Application.
4. The granted approval of the Conditional Use Application shall not relieve the applicant from filing and having the Township approve any permit, land development or site plan which may be required by other Township regulations or from, otherwise, complying with all applicable Township regulations.

5. Outdoor dining and beverage service for permanent, regularly used, or temporary outdoor seats for the resort brew pub are restricted to 50 outdoor seats. All outdoor dining and beverage service for outdoor seats for the resort and the resort brew pub shall extend no later than 10:00 p.m. This outdoor seating restriction does not apply to dining and beverage service within the proposed tent.

6. The resort brew-pub will not use any outdoor barbecue or other method of cooking that creates smoke, excess odors, or any other nuisance to surrounding property owners.

7. Hours of operation for the resort brew-pub are restricted to 11:00 a.m. to Midnight.

8. The resort brew-pub will seat no more than 200 persons indoors and food sales must account for at least 35% of gross revenue.

9. The resort brew-pub shall not provide live, acoustic, or recorded music outside of the resort brew-pub building. Rather, the resort brew-pub shall be permitted to provide live, acoustic, or recorded music only within the resort brew-pub building.

10. The uses on the property shall meet all other requirements of the Township that may apply.

11. No more than one (1) principal commercial (i.e. non-residential) use shall be conducted on the property.

12. There cannot be a separate monument sign for the resort brew-pub. Signage for the brew-pub shall be limited to one wall sign or projecting sign on the brew pub-building, in compliance with Article XVIII of Chapter 245.

13. Notwithstanding the limitations in §245-18.2, projecting signs, wall signs and monument signs shall be permitted for the resort in compliance with Article XVIII of Chapter 245.

14. Applicant will comply with all State and Federal laws regarding the manufacture and sale of food and liquor and malt beverages.

SECONDED by Commissioner Cochran. President Martin, Vice President Rigney, and Commissioners Anderson and Cochran voted yes; Commissioner Castranio abstained because he is employed by the applicant’s engineer.

Mr. Courtney noted that Mrs. Boyer asked for a few days to get the written decision to the applicant, with a deadline of December 31st, and he publicly acknowledged his acceptance of the request. President Martin thanked the applicant and said he thinks we came up with a good solution.
Vice President Rigney questioned the phasing time line. Mr. Courtney said renovation of the mansion is almost complete and Ms. Welsh is itching to use it. He said the first phase of construction is going to be the mansion expansion. Phase 2 would be the cottages, maybe a year later. He noted that she needs them to apply for a liquor license. The brew-pub is Phase 3 but could get pushed earlier. He said they are likely to submit a simple land development plan without the brew-pub so she can get into business sooner rather than later.

PUBLIC IMPROVEMENTS COMMITTEE

CONSIDERATION TO ADOPT A SIDEWALK TESTING PERMIT

Mrs. Boyer noted that discussion took place the Board of Commissioners on December 4th regarding the testing of materials and construction of new curbs and sidewalks. The consensus was that the Township should require the construction material be tested, in addition to the inspections already taking place, for all new curb and sidewalk improvements that are being installed as part of an active subdivision and/or land development plan.

C. S. Davidson currently inspects the construction of concrete curbs and sidewalks for all new developments. They look at baseline development of the following: stone depths, slope, wire fabric and placement, depth of driveway aprons, control joints, expansion joints, etc. The average cost of this inspection is approximately $100-$150 per lot. The additional testing of the concrete material for air content, slump and temperature would cost approximately $150-200 per lot, for a total $250-300 per lot. The charge would continue to be applied to a developer’s escrow account.

For repair and replacement of existing curbs and sidewalks, property owners will comply with the provisions in Chapter 217. Property owners would not be subject to the additional testing of materials and inspections of the construction methods at this time.

Staff suggests the additional testing requirements become effective January 1, 2020. This would allow staff time to notify developers, contractors, and property owners of the new requirements. The proposed fee has been incorporated into the Township’s Draft Fee Schedule for 2020:

President Martin questioned whether there was any feedback from contractors, and Mrs. Boyer said there was not.

Commissioner Castranio made a MOTION to require the additional strength testing, beyond the baseline testing and inspection methods already conducted by the Township’s Engineer or its designee, for all new construction of concrete curbs and sidewalks as part of an active subdivision and/or land development plan, in accordance with the Township’s Construction and Material Specifications. The additional testing requirements shall become effective January 1, 2020. A fee shall be required for all materials and operations testing, in accordance with the Township’s Fee Schedule. SECONDED by Commissioner Cochran. The motion carried unanimously.
CONSIDERATION/ADOPTION OF ORDINANCE TO AMEND CHAPTER 217, ARTICLE II, CURBS, SIDEWALKS AND DRIVEWAYS

Chapter 217, Article II of the Township Code outlines the responsibilities regarding the construction and repair of sidewalks, curbs, and driveways. Minor amendments are necessary to reference the Township’s Construction and Material Specifications Manual, eliminate conflicting language with other ordinances, and to establish a fee and permitting requirements for the installation, repair or replacement of sidewalks.

On December 4, 2019, the Board authorized advertisement of the ordinance. A public notice to consider adoption was advertised on December 10, 2019 in The Sentinel Newspaper and a copy of the advertisement is on file at the Township. The Board of Commissioners is now able to either approve or disapprove the Ordinance as presented.

Commissioner Cochran made a MOTION to approve Ordinance #790 amending Chapter 217 (Streets and Sidewalks), Article II (Sidewalk, Curb and Driveway Construction), SECONDED by Commissioner Castranio. The motion carried unanimously.

CONSIDERATION/APPROVAL OF REQUEST TO REDUCE FINANCIAL SECURITY FOR ROSSMOYNE, LOT D4-B, UAT FILE #15-09-30

Staff received a letter from Akens Engineering, on behalf of the owner, requesting a reduction in the financial security posted for the above-referenced plan. The improvements completed through the date of the request have been inspected and it was found that the developer has installed some improvements in accordance with the approved plans and specifications. Therefore, the Board of Commissioners is in a position to authorize a reduction in the financial security posted by the developer with the Township.

The Township is holding a Letter of Credit (LOC) in the amount of $458,059.90 to guarantee installation of the improvements in this development. As provided in the Municipal Planning Code Section 509(j) and Section 509 (f), staff suggested that the Board of Commissioners retain 10% of the estimated cost of the completed improvements and 110% of the estimated cost of the remaining improvements to be installed. Therefore, the developer should be required to post new financial security for $186,586.40. When all improvements are completed and the developer dedicates the improvements to the Township, and before the Board of Commissioners accept the dedicated improvements, the developer should be required to post with the Township financial security in an amount equal to 15% of the installation cost of the improvements for a period of eighteen (18) months.

Commissioner Anderson made a MOTION to reduce the financial security for Rossmoyne, Lot D4-B, UAT File #15-09-30 from $458,059.90 to $186,586.40. Township staff shall release the current financial security to the developer after the developer provides an amendment to the current Letter of Credit or posts with the Township new financial security in the reduced amount in a satisfactory form as provided for in the Subdivision and Land Development Ordinance. SECONDED by Vice President Rigney. The motion carried unanimously.
Regarding the drainage swale with the sinkhole by the Veterans Administration building, Commissioner Cochran said there’s been a lot of construction there and it looks like it’s been taken care of. Mr. Reichard said Township crews installed two sections of pipe to extend the discharge point beyond the sinkhole and created a channel towards Route 15. He said he believes some material was provided by the adjacent property owner. To his knowledge he said the swale is draining and is working properly. He said we will keep monitoring it, noting that it is not a guaranteed fix because it was a sinkhole.

SANITARY SEWER COMMITTEE

UPDATE ON ROLO COURT TIMELINE

Mr. Cupp noted that in recent years the Township has received an increasing number of complaints from residents of Rolo Court Mobile Home Park (MHP) regarding sewage backups and overflows. He said the Township wishes to address the issue of sewage discharge into homes and onto the ground surface as the potential exists for a public health hazard and unsanitary conditions both inside and outside of homes. He said the Township realizes both its responsibility and the property owner’s responsibility to conform to the Clean Streams Law to prevent untreated sewage from reaching waters of the Commonwealth. To this end, the Township would like to increase public awareness on these issues and desires to take steps to prevent sewage backups and overflows. The following actions and timeline are proposed:

- December 15, 2019 – include all residences within Rolo Court in the mailing list for the Township Newsletter (this task has been completed)
- December 31, 2019 – develop a fact sheet relating to both private and public sanitary sewers for distribution to all residents within Rolo Court (a synopsis of what has been included in previous Township Newsletters)
- January 15, 2020 - distribute Sanitary Sewer Fact Sheet to all residents within Rolo Court
- January 31, 2020 – contact owners of Rolo Court MHP to arrange a meeting to discuss problems, solutions, and assistance related to ongoing sanitary sewer problems which have been occurring within the mobile home park
- February 2020 – meet with owners of Rolo Court MHP
- April-August, 2020 – work with owners of Rolo Court MHP to help identify and rectify problems with the sanitary sewer system

Vice President Rigney commented that it is important that Representative Delozier is in the audience at this meeting. He said there is a private collection system at the mobile home park and some of the residents have reported more incidents than have been reported to us, but we are prohibited from going onto private property without permission, or so that staff can actually see sewage coming out of the ground. He said we have had some drastic situations that we have become aware of after the fact and are in sort of a conundrum. He said we think there is a potential for a bigger issue than just a few mobile homes. He said he knows our Sewer Department responds within 24 hours. He questioned whether we will provide the residents with contact information for the Township. President Martin thanked Mr. Cupp and Mr. Fazekas for the update and the timeline, and asked that any fact sheets be shared with Board members.
ADMINISTRATIVE COMMITTEE

BUDGET UPDATE

Mr. Fraser reviewed his November Fiscal Report as follows.

At the end of November, the General Fund’s overall net position is $753,000. Overall revenue and expenditure positions year to date in 2019 are $9,994,309 (an increase of 9% when compared to 2018) and $9,241,547 (an increase of 6% when compared to 2018), respectively. Most of the difference in revenue is from the partial repayment to the General Fund from the Stormwater Authority, and building permit fees. Expenditure increases are mostly related to the initial loan to the Stormwater Authority, and personnel expenses. The month of December is expected to see a decline in net position as year-end transfers are executed and revenues stay level.

For the month of November, General Fund revenues (revenues minus fund balance) of $697,000 exceeded General Fund expenditures (all expenditures plus transfers) of $569,000 by $128,000. The bounce in net position follows prior years’ trends which predict a decline in the final month of the fiscal year. Much of the revenue in November is from collections in income taxes and cable franchise fees, while most of the expenditures are related to personnel expenses.

The Sewer Operating Fund is finishing the month at $792,000, an increase from the previous month of $645,000. This increase was expected as the Township is in the midst of quarterly Sewer Fund rental collections and expenses are mostly related to day to day operations. Based on trending data, a decline can be expected in December as expenditures remain level, year-end transfers are made, and quarterly payments decline.

At this point in 2019, the Township expenditures are being managed within budgetary constraints. With the exception of the Fire Operating Fund, no other funds are currently at risk of operating in a deficit; all funds’ revenues (revenue plus fund balance) exceed expenditures. In order to maintain a positive balance within the Fire Operating Fund, the Administration has reduced the scheduled transfer of $300,000 to the Fire Escrow Fund to $200,000. If projections change, the annual transfer to the fire escrow fund may need to be reduced further.

CONSIDERATION/APPROVAL OF ORDINANCE ADOPTING THE BUDGET FOR THE 2020 CALENDAR YEAR, AUTHORIZING EXPENDITURES AND LEVYING TAXES

Commissioner Cochran reviewed highlights of the 2020 budget, as follows:

General Fund

- 1 new full-time employee (Police) and 1 Part-Time Building Code Official (BCO)
- Metal Roof/Gutters at Simpson Park - $10,000
Sewer Reserve Fund
- 1 new full-time employee
- Allendale Interceptor (Legacy Park), Phase III - $1,164,015
- Lisburn Sewer Trunk Line - $621,270
- Grantham Digester/SBR Repair - $74,699

Capital Reserve Fund
- 2 new police cars - $136,600
- International Multi-Purpose Truck (Leaf & Dump) - $360,000 – this is a unique truck in that it can be used for different things and will reduce manpower needed for leaf pickup from three people to one person.
- Public Works Truck - $90,000
- Public Works/Parks Storage Building - $125,000
- Public Works Fuel Tanks, Boom Mower, Misc. Items, etc. - $100,000
- Mill/Trout Run Bridge Repair - $20,000

Permanent Improvement Fund (.1 mill increase in 2020)
- Road improvements - Canterbury and Georgetown Development - $850,000

Liquid Fuels Fund
- Road Improvements - Canterbury and Georgetown Development - $500,000

Fire Reserve Fund
- Utility Truck - $80,000

Park Improvement Fund
- Country Estates & Millers Crest Playground Repair/Upgrade - $25,000
- Friendship Park Irrigation System Install - $18,000
- New Fencing at Mt Allen Park, Winding Hill Park North (4) & Backstop at Fisher Park - $70,500

Park Development Fund
- Playground Equipment – Miller’s Crest Park and Spring Run Park - $25,000
- Friendship Soccer Fields Irrigation and Drainage - $30,000
- Field 4 Rotation - $15,000

Stormwater Reserve Fund
- New Pickup Truck - $60,000
- MS4 Project – Misc. Retention Pond Improvements: Municipal Building, Friendship Park, and Spring Run Bio-Swale - $600,000

Commissioner Cochran made a MOTION to adopt Ordinance #791, an Ordinance of the Township of Upper Allen, Cumberland County, Pennsylvania, Adopting the Budget for the 2020 Calendar
CONSIDERATION/APPROVAL OF ORDINANCE APPROPRIATING SPECIFIC SUMS ESTIMATED TO BE REQUIRED FOR THE SPECIFIC PURPOSES OF THE MUNICIPAL GOVERNMENT HEREINAFTER SET FORTH DURING THE CALENDAR YEAR 2020

Commissioner Cochran made a MOTION to adopt Ordinance #792, an Ordinance of the Township of Upper Allen, Cumberland County, Pennsylvania, Appropriating Specific Sums Estimated to be Required for the Specific Purposes of the Municipal Government Hereinafter Set Forth during the Calendar Year 2020. SECONDED by Commissioner Anderson. The motion carried unanimously.

CONSIDERATION/APPROVAL OF RESOLUTION SETTING THE DATES FOR MEETINGS OF THE BOARD OF COMMISSIONERS FOR THE CALENDAR YEAR 2020

Commissioner Cochran made a MOTION to adopt Resolution #1013, a Resolution of the Township of Upper Allen, Cumberland County, Pennsylvania, Setting the Dates for Meetings of the Board of Commissioners for the Calendar Year 2020, SECONDED by Commissioner Anderson. The motion carried unanimously.

CONSIDERATION/APPROVAL OF RESOLUTION ESTABLISHING A REVISED GENERAL TOWNSHIP SCHEDULE OF FEES

Commissioner Cochran made a MOTION to adopt Resolution #1014, a Resolution of the Board of Commissioners of Upper Allen Township, Cumberland County, Pennsylvania, Establishing a Revised General Township Schedule of Fees, SECONDED by Vice President Rigney. President Martin, Vice President Rigney, and Commissioners Cochran and Castranio voted yes; Commissioner Anderson voted no.

CONSIDERATION/APPROVAL OF RESOLUTION ESTABLISHING REVISED PURCHASING GUIDELINES AND AUTHORIZATION REQUIREMENTS

Commissioner Cochran made a MOTION to adopt Resolution #1015, a Resolution Establishing Revised Purchasing Guidelines and Authorization Requirements, SECONDED by Commissioner Anderson. The motion carried unanimously.

CONSIDERATION/APPROVAL OF RESOLUTION ESTABLISHING A POLICY TO IMPLEMENT AND APPLY GOVERNMENTAL ACCOUNTING STANDARDS BOARD (“GASB”) STATEMENT 54

Commissioner Cochran made a MOTION to adopt Resolution #1016, a Resolution Establishing a Policy to Implement and Apply Governmental Accounting Standards Board (“GASB”) Statement 54. SECONDED by Commissioner Castranio. The motion carried unanimously.
APPOINTMENTS TO VOLUNTEER BOARD TERMS AND STORMWATER AUTHORITY VACANCY

President Martin indicated that action on this item will be taken on January 6, 2020.

CONSIDERATION OF RESOLUTION CONSENTING TO CONTINUED RESETTLEMENT OF REFUGEES IN THE TOWNSHIP

Commissioner Castranio made a MOTION to adopt Resolution #1017, a Resolution of the Township of Upper Allen, Cumberland County, Pennsylvania, Consenting to Continued Resettlement of Refugees in Upper Allen Township, Cumberland County, Pennsylvania. SECONDED by Commissioner Anderson.

Commissioner Cochran said he is opposed because as the Solicitor indicated previously there is no legal need for this resolution. He said he personally feels that partisan politics are taking a vote to impeach the President and he thinks this is a partisan move. He said actions speak louder than words, and Upper Allen Township has always been open. President Martin said he respected Commissioner Cochran’s statement but said he has a different view in that we have a substantial number of legal refugees and he wants to make sure they are welcome, even though he recognizes that there is no binding action. Vice President Rigney said he recognizes the symbolic value of putting this out that we want them to feel welcome, knowing full well that there is no legal standing, but it is expressing the wishes of the Board of Commissioners.

President Martin, Vice President Rigney, and Commissioners Anderson and Castranio voted yes; Commissioner Cochran voted no.

AUTHORIZATION TO PURCHASE 2020 F350 FIRE DEPARTMENT UTILITY TRUCK

The 2020 budget includes $80,000 for the Fire Department to purchase a Ford F350 with utility body, plus funding for an additional utility bed to convert an existing truck for traffic duties. Pricing has been received from Whitmoyer Ford for a piggyback purchase through the State COSTARS program. Total price for the F350 chassis is $34,450 for a Fire Department spec’d 2020 Ford F350. In addition to the truck chassis, quotes were received for utility bodies from 911 Rapid Response LLC. The cost to outfit the new truck would be $21,560.48, bringing the total cost of the new vehicle to $56,010.48. The cost to convert the existing Utility Fire Truck (2014 Ford F350) to the Traffic Control Truck is an additional $17,505.96. The overall cost of the new vehicle plus the conversion of the existing vehicle is $73,516.44. The current traffic control vehicle, a 2001 Ford F450, is beginning to experience some light rusting and age-related issues and is recommended to be sold. Expected delivery of the chassis is within 90 days of ordering from the dealer, with sale of the previous truck expected after the new vehicle is in service.
Commissioner Anderson made a **MOTION** to authorize the purchase of a 2020 Ford F350 and utility beds under the State COSTARS agreement for a cost not to exceed $73,516.44, **SECONDED** by Vice President Rigney. The motion carried unanimously.

Commissioner Anderson made a **MOTION** to authorize the sale of the existing 2001 Ford F450 via approved divestment methods, **SECONDED** by Vice President Rigney. The motion carried unanimously.

**PARK AND RECREATION COMMITTEE**

**AUTHORIZATION TO PURCHASE SKID LOADER**

The 2020 budget includes $84,500 for the purchase of an ASV RT40 Track Skid-Steer Loader and attachments for the Parks Maintenance Operations of the Public Works Department. The attachments to be purchased with the skid-steer loader include a high capacity bucket, a pallet fork attachment, an auger drive unit, a sweeper unit, a rotary brush mower and a snow blower attachment. The ASV Track Skid Loader is only sold by Modern Equipment Sales and Rental Company in Pennsylvania. The ASV RT40 is the only 48”-wide track skid loader sold in this configuration; all other machines of this size are sold as walk-behind units. Due to lack of similar options, the purchase of the track loader would fall outside the traditional purchasing guidelines under the First Class Township Code. The Solicitor supports the single source position. The attachments will be purchased from COSTAR vendors, Plaster and Lawn & Golf Supply Co., Inc. Total price is $79,810.97--$55,340.97 for a 2020 ASV RT40 Track Skid Loader and $24,470 for the attachments. Delivery is expected within 10-12 weeks if ordered this week, and payment will not be made until 2020.

Vice President Rigney said he presumes this will go in the new storage facility building at park. Mr. Fraser said it will be stored at the Township building for now until that is built, but he said nothing will sit out. He said the plan is to be able to load it onto a trailer and put it into the storage shed and to use it without having to uncouple it. President Martin said that is very smart, and he asked if it is exclusively park equipment or would be available for Public Works. Mr. Fraser said he thinks all the equipment is used for both. Vice President Rigney suggested that not all trails should be plowed in order to leave some for cross country skiers and other winter sports, and Mr. Fraser agreed.

Commissioner Anderson made a **MOTION** to authorize the purchase of a 2020 ASV RT40 from Modern Equipment Sales and Rental Company of Durham, PA for a cost not to exceed $55,340.97, and to authorize the purchase of the listed attachments from Plasterer and Lawn & Golf Supply Company, Inc. for a cost not to exceed $24,470. **SECONDED** by Vice President Rigney. The motion carried unanimously.

**MISCELLANEOUS**

There were no items for discussion.
SOLICITOR UPDATE

Solicitor Feinour introduced Thea Paolini, the newest associate at Nauman Smith, who was recently sworn in. He said she was formerly in the Navy and graduated #1 in her class at Weidner University.

TAX COLLECTION COMMITTEE UPDATE

There was no discussion.

CAPITAL REGION COG UPDATE

There was no meeting in December.

MUNICIPAL ADVISORY BOARD (MAB) UPDATE

There was no discussion.

PENNSYLVANIA STATE ASSOCIATION OF TOWNSHIP COMMISSIONERS (PSATC) UPDATE

There was no discussion.

MISCELLANEOUS

Vice President Rigney shared notes from the December 10, 2019 Geisinger Emergency Medical Services (GEMS) Central Advisory Committee meeting. He said there was discussion about how to resolve the bad debt and said it is illegal to put a lien on a property to collect it. Commissioner Cochran said that is another problem with health care in the US. In order to have the health insurance pay you directly in PA, he said you have to participate. For anyone who signs up to participate with another provider, they have a rate they are willing to pay. If you don’t sign up they mail what they would allow to the patient, and the ambulance companies have to chase the money. He said they can file action in small claims court to go after it. He said the insurance companies have found that somewhere they have a provider that will take their rate, and as long as they find one, then that is the rate for everybody.

Regarding the high percentage of missed calls in Upper Allen, Vice President Rigney said he has a friend who lives on Sholly and had a heart attack. The ambulance was called and they said they’d be there in 10 minutes but they were not there in 10, and 21 minutes later an ambulance from Dillsburg responded to Holly Drive rather than Sholly Drive.

Vice President Rigney said he can order a bad debt report if the Board wants to find out what our bad debt is, but Commissioner Cochran said he is more interested in what our percentage of missed calls was. He said they are supposed to report that to the Township. He said we pay them $40,000 per year and if we find that the percentage is consistently high, perhaps we could renegotiate. Commissioner Anderson pointed out that we have two large nursing home facilities in the area—
Messiah Lifeways and Vibralife—as well as Meadowwood, which is 55 and over low-income apartments. She said those things will push us up too. Commissioner Cochran said their most profitable runs are Messiah Village so it shouldn’t be a detriment to the actual emergency responses in the Township. Commissioner Anderson said the ambulances are at Hilltop Academy frequently also.

President Martin wished everyone happy holidays and thanked them for their service in 2019.

**EXECUTIVE SESSION**

President Martin recessed the regular meeting at 8:10 p.m. for an Executive Session on personnel matters.

**CONTINUATION AND ADJOURNMENT**

President Martin continued and adjourned the regular meeting at 8:45 p.m. with no further action taken.