

LOWER PAXTON TOWNSHIP
BOARD OF SUPERVISORS

Minutes of Workshop Meeting held October 14, 2014

A workshop meeting of the Board of Supervisors of Lower Paxton Township was called to order at 6:06 p.m. by Chairman William B. Hawk, on the above date in the Lower Paxton Township Municipal Center, 425 Prince Street, Harrisburg, Pennsylvania.

Supervisors present in addition to Mr. Hawk were: William C. Seeds, Sr., Gary A. Crissman, and Robin Lindsey.

Also in attendance was George Wolfe, Township Manager; Steven Stine, Township Solicitor; Lowman Henry, Colonial Park Rotary; Shannon Williams, Capital Region Water; Christine Hunter, H. Edward Black and Associates; Robert Knupp, Solicitor Heroes Grove; Brian Luetchford, Parks and Recreation Director; John Dougherty, Chairman of the Friendship Center Operating Board, Bruce Senft, Denise Hussar, and Sandy Prah!; members of the Friendship Center Operating Board; David Johnson, Public Safety Director; and Watson Fisher, SWAN.

Pledge of Allegiance

Mr. Hornung led in the recitation of the Pledge of Allegiance.

Public Comment

Tricia Heisey, explained that she is a resident of Linglestown and noted that her father is James Spangler. She presented a letter from her father to all the Board members. She noted that her father owns a parcel of land on Parkway West which consists of 19.89 acres. She noted that she is working with the Bethany Church of the Nazarene to purchase a small strip of land in order to create a 20-acre tract which would allow her father to split the land into two 10-acre parcels and maintain both parcels undeveloped in Clean and Green.

Ms. Heisey noted that the Planning Commission approved this request and it will be on the agenda for November's business meeting for consideration and approval.

Ms. Heisey noted during the process, it was found that any new lot that is created within Lower Paxton Township would be accessed a fee of \$2,320 for a fee in lieu for Parks and

Recreation. She noted that the Board members would agree that her father has demonstrated strong support of the Parks and Recreation over the past 12 years. She noted that the letter demonstrates the financial savings the Parks and Recreation Department experienced through her father in the purchase of the 95 acres of land of Wenrich Street to the Township for the future site of what will be Wolfersberger Park. She noted that her father allowed the debt to be paid over a 10-year period interest free, even granting two requests for extensions, allowing the debt to be paid over a total of 12-years. She noted that the interest free loan resulted in the savings in excess of \$80,000. She noted that this amount far exceeds the proposed fee for a new lot. She requested that the Township take her father's generosity and support for the Parks and Recreation Department into consideration and allow an exception to the fee of \$2,320 for the proposed subdivision.

Mr. Hornung questioned if this is something we can do. Mr. Stine answered with regards to the subdivision of property, the ordinance requires when you create a new lot, a recreation fee goes along with that. Mr. Hornung questioned if this requirement is waiveable. Mr. Stine noted that once the Board starts waiving the recreation fee, you will get more requests to do so.

Mr. Hornung noted if someone sells the Township 95 acres of land interest free, it would make sense to make this request. Mr. Stine answered that you can't base ordinance enforcement upon prior good deeds.

Mr. Crissman questioned if the fee could be reduced to \$1. Mr. Stine noted that the ordinance says what it says, and he did not think there were any provisions to waive it. He noted that it is part of the subdivision and land development ordinance. Mr. Wolfe noted that it was updated four years ago and he is not aware of any waiver provisions. Mr. Stine noted that it is either a donation of land or a fee in lieu of that donation.

Ms. Heisey noted that they have no plans to develop the property; however, in the future if they would develop the land, then the developer would pay the fees. Mr. Stine questioned if Ms. Heisey was combining two ten-acre lots and combining it into one lot. Ms. Heisey noted that they currently have 19.89 acre lot and are adding additional land to make it a 20 acre lot and will divide it into two ten-acre lots. Mr. Wolfe noted that there is the creation of one new lot.

Mr. Stine noted if you would sell one of the lots or both in the future and someone would decide to develop them into ten one-acre lots, they would have to pay the fee in lieu for the ten new lots. Ms. Heisey noted if she is taking the churches small land and adding it to the existing parcel that will be one big lot of 20 acres. She noted that they plan to divide the 20-acre lot into two parcels of 10-acre lots. Mr. Stine explained that this would be creating one additional lot.

Mr. Hornung questioned when she buys the sliver of land, at that point it is two lots. Mr. Stine noted that it would not be as it is part of a subdivision plan that combines them together.

Mr. Wolfe noted that the sliver of land is a shift of a lot line between two existing parcels. He noted when they do the shift, the receiving parcel is now 20 acres. He noted that they will divide the parcel in half to create two ten-acre parcels as the ten acre requirement is for Clean and Green. He noted that the reason for purchasing the additional land is to get the total acreage to 20 acres in order to split it into two ten acre lots, one of which is a newly created lot.

Mr. Wolfe noted that staff tried to think of any way to get around this.

Ms. Lindsey questioned Ms. Heisey if she stated that she has no plans to sell the land at this point. Ms. Heisey answered yes, noting that they want to keep it in the family.

Mr. Wolfe questioned why Ms. Heisey could not maintain the land as one lot. Ms. Heisey answered that her father wants to maintain 10 acres in the event he would need funds down the road and he wanted her to have ten acres to keep it in the family and pass it down to her son.

Ms. Lindsey questioned if this was approved by the Planning Commission. Ms. Heisey answered that she went through the process of a subdivision and that is when she was alerted to the recreation fee. Mr. Wolfe noted that the subdivision is ready for approval; however this issue has held up the plan.

Mr. Stine questioned if the fee in lieu is paid when the final plan is to be recorded. Mr. Wolfe answered yes. Mr. Stine questioned if it could be deferred. Mr. Wolfe questioned with a lien. Mr. Stine answered, not a lien, but it could be deferred until a house was built on the land. Mr. Hornung questioned if that would work for Ms. Heisey until it was built. Ms. Heisey answered that her request would be that it could be deferred until the point in time that she would sell to a developer and they sell and create lots then the fee would be passed on to those parcels,

but not passed on to her family. Mr. Stine noted that a note would have to be put on the plan. He noted that is the only solution that he has.

Ms. Lindsey noted that Mr. Spangler saved the Township \$175,000. Mr. Stine noted that we can't look at that because everyone has something that they do, good or bad. Ms. Lindsey noted if there is a way to defer this it would be good.

Mr. Seeds noted that he is appreciative for what Mr. Spangler did for the Township but it looks like there could be some legal problems and he is fearful if we start a deferment, we will get more requests. He noted that we need to take a look at that. He noted that we all want to help in any way we can but we have to be careful about that.

Mr. Hornung noted that the Board has the option to make a decision, precedence or no precedence, based on the merits of the case. He noted that is why the Board is here, not to worry about precedence but to look at the merit of each case and decide from there. He noted that he never worries about precedence unless there is a legal thing where once the Board decides something that it must keep that decision the same. He suggested that this is not the case. He noted if it is not the case then the Board should make a decision based upon the merits of the case and if another person makes a request, we look at that case. He noted that people have the option to donate land in place of the money. He noted for the amount of money saved by the Township, it is a lot of land and if we can do a deferment he would like to do that.

Mr. Seeds noted that he does not disagree but we need to discuss that.

Mr. Crissman noted if we are in compliance as explained by counsel then he has no problem with doing it either.

Ms. Heisey noted that the deferment would be if she sells it to a developer and they create lots. Mr. Wolfe noted that he would recommend that the solicitor draft language that the Board could act on upon, and it could be transmitted to Ms. Heisey for her review. Mr. Crissman noted that is a good recommendation.

Mr. Hawk noted that the Board wished to go with a deferment as opposed to a waiver. Mr. Hornung noted that a waiver would entail a lot of legal issues but a deferment is a way to solve the problem, doing it within a legal means. Mr. Hawk noted that this would be until the project moves forward. Mr. Hornung noted that it would be deferred until the land is sold or

build on it. Ms. Heisey noted that that they have no plans at this point to build but if she was to build a single-family home she would hope that it would be deferred and also if she would sell to a developer or outside of the family, they would pay it.

Mr. Hornung noted that would come with a whole list of issues. He noted what if they sell off an acre, does it get deferred to that point. He suggested that it is much more legal to say that it is deferred until construction begins. Mr. Stine noted that the recreation fee charges each dwelling unit with a fee to support the Park and Recreation system, so if you are going build something on the land and someone will live there, then that would be the time the recreation fee would have to be paid.

Mr. Hawk noted that Mr. Stine should work with the applicant to provide a legally sound document. He noted that he agrees to the deferment as the preferred method, but it must be supported by a legal opinion.

Mr. Hornung noted that it must be done by the time the plan comes to the Board for final approval. Ms. Heisey noted that she was hoping for the November 4th meeting. She was told that the meeting would be moved to Monday, November 3rd. Mr. Wolfe noted that it would be a final subdivision approval with a note on the plan as drafted by Mr. Stine.

Presentation by Lowman Henry regarding the status of the Colonial Park Rotary
Linglestown Clock Project, including the need for an agreement with the
Township for the operation and maintenance of the clock

Mr. Lowman Henry explained that the community of Linglestown is going to be celebrating its 250th Anniversary with a major community celebration next October. He noted that a committee has been established to prepare for the event and it came to the Rotary Club of Colonial Park with the idea of installing a community clock in Linglestown Square as part of the celebration. He noted that a Clock Committee has been created made up of members from the 250th Anniversary Committee and the Rotary Club and they have been working on this for the past year. He noted from the drawings shown on the display, the location for the placement of the clock will be the northwest corner of the Square.

Mr. Henry noted that the proposed clock will cost \$30,000 to purchase and install. He noted as part of the fundraising efforts, 12 spaces have been made available on the pole of the

clock for sponsors to purchase and the community has responded in a very positive way. He noted that all 12 spaces have been paid for and an additional sponsor plate for the base has also been sold to another group to include the Linglestown Fire Department who have donated \$10,000 to the project from their small games of chance fund. He noted that the project was awarded a grant from the Dauphin County Community of Economic Development in the amount of \$5,000. He noted that the Rotary Club of Colonial Park and Rotary District have supplied a district grant in the amount of \$5,000. He noted the fundraising has yielded \$45,000 to date. He explained that the first \$30,000 will go to purchase and install the clock. He noted that the Rotary Club was successful in forming a 501.C-3 foundation and within that foundation the remaining \$15,000 will be place to provide revenue for the maintenance and insurance for the clock. He note that this will insure that the clock be installed and have funds in perpetuity for maintenance funding.

Mr. Henry explained that the students at the Dauphin County Technical School have provided several draft designs for the project, have produce the brochures and are working with members of the Rotary Club to develop a plan for installation of the clock that will take place next September as it will be dedicated to the community as part of the celebration in October of 2015. He noted upon completion of this, the Clock Committee would like to turn ownership over to the Township of Lower Paxton so it will forever be a part of the community with funding for maintenance and insurance provided on an annual basis by the Rotary Foundation.

Mr. Henry noted that he is very pleased that so many members of the community have stepped forward. He noted that the bulk of the funds were raised in 60 to 90 days. He noted that they are still in the process of ongoing fundraising in terms of pavers that individuals can purchase in a shape of a brick similar to what was done at the Friendship Center at a cost of \$100 or \$200 a piece, or a large plaque would cost \$700. He noted that the area around the clock will be landscaped to include the pavers. He noted that one of the designs involves the placement of a wall or bench as a sitting area around the front of the clock which he thought could be a seating area and protection for the clock from a vehicle jumping the curb and hitting the clock. He noted that they would prefer that a vehicle would hit a wall and not the clock. He noted that the Committee has been before PennDOT's Excess Property Committee and is waiting for PennDOT

to let the Committee know if the wall could be an acceptable part of the design. He noted once the Committee knows the results, it can move forward to the final design work for the wall. He noted that we will place the clock with the in-ground pavers and it will also have landscaping as well. He noted that the Linglestown Garden Club has provided a grant to help fund the project. He noted that he has an agreement between the Colonial Park Rotary, Rotary Club of Colonial Park Foundation and Linglestown Area Civic Association for the project. He requested that the Board of Supervisors be a party to the agreement, and at the end of the process become the owners of the Linglestown Community Clock.

Mr. Hawk noted that you have roughly \$30,000 for maintenance. Mr. Henry noted that the Clock Committee has \$30,000 for the purchase and installation of the Rotary Clock but now that we know who the sponsors of the clock will be he is working to get information for the brass plates to be installed on the clock pole. He noted that the Committee will determine what the installation costs will be but most of the work will be donated by the students from Dauphin County Technical School and Mr. Robert Grubic has donated the engineering work as an in-kind contribution as well. He explained that the first \$30,000 will go for the purchase and installation and the next \$15,000 will go into a fund within the Rotary Club Foundation. He noted that \$300 to \$500 for yearly maintenance and insurance will be drawn from the Rotary Club Foundation Fund.

Mr. Henry noted that it will be restricted funds within the Colonial Park Rotary Foundation only for use for maintenance of the clock and each year the interest that the account earns will be transmitted to the Township to pay for the costs. He noted that it is the goal that the future maintenance of the clock will not be a burden that the taxpayers would have to bare as it will be a gift to the community.

Ms. Lindsey questioned since the maintenance issues will be taken over by the Township, will the Township be allowed to make the decisions on what needs to be done with the clock if it breaks or does it have to come back to the Rotary or Clock Committee to seek permission. Mr. Henry answered that the Township will be the owners of the clock. He noted that the clock will be purchased through Bob Rodgers in Linglestown and he anticipates getting an annual maintenance agreement for about \$300 that will cover the annual cleaning of the clock

and any parts that are needed. He noted that it will provide a fixed cost for maintenance unless something dramatic occurred such as getting struck by a vehicle. He noted that they built in funds to insure the clock so if it was struck by a vehicle, or otherwise damaged, it would be covered.

Ms. Lindsey questioned if the landscaping would be taken care of by the Linglestown Garden Club or will the Township be responsible for plantings and maintenance. Mr. Henry explained that there is minimal landscaping and the Garden Club has expressed an interest in that as well as the Linglestown Area Civic Association so it should not be a problem. He noted if there is a weed, Bill Minsker will be there to pull it out.

Mr. Hawk noted that he sits on the Clock Committee and he sees Bob Knupp in the audience who also sits on that committee. He noted that it is a fantastic addition to the landscape of the Square.

Mr. Wolfe questioned if Mr. Henry is looking for a specific action. Mr. Henry answered that he would like to submit the agreement for review and have the Board become a signatory to the agreement with the Township's portion to take ownership of the clock and it binds the Rotary Club Foundation to provide the annual maintenance funds to the Township.

Ms. Lindsey questioned if the students from the Dauphin County Technical School will construct the wall. Mr. Henry answered yes, under the supervisor of Daniel Mione from Mione Family Remodel Inc., the instructors from the School as well as the clock company who will provide the necessary technical expertise that is necessary to install the clock correctly.

Mr. Crissman thanked Mr. Henry for taking over the project as it is a great community outreach and he applauds the efforts for the fundraising as it was a major undertaking. He noted that it will be a great asset to the Township and thanks to all who assisted in the project. Mr. Henry noted that the community has stepped forward in way more than ever imagined. He noted that we are not done as we are still working with the pavers that are available for sale in the next few months. He noted if anyone is interested in purchasing a paver, they can go to ColonialParkRotary.org and download the form and become part of Linglestown history. Mr. Crissman thanked Mr. Henry for providing the ongoing maintenance funds so it does not become a burden for the taxpayers.

Mr. Seeds thanked the Rotary Club as it is a great project.

Mr. Henry noted that once the Committee has exceeded the amount of money needed for the purchase and installation of the clock and funding for the maintenance fund, any funds received above and beyond that will go to the Linglestown Community Association to help cover the costs for the 250th Anniversary celebration. Mr. Seeds noted that \$50,000 to \$100,000 would go to the Linglestown Area Civic Association for the 250th Anniversary and after that to the Colonial Park Rotary for their charitable use.

Mr. Seeds questioned if the Clock Committee will stay in existence and would their function will be to provide the funds by investing the funds to earn interest to pay for the annual maintenance fees. Mr. Henry answered that the money will be invested by the Colonial Park Rotary Foundation and it will have control of the funds to invest it. He noted that the Foundation will make the annual payments to the Township. He explained that the plan for the Clock Committee is to keep in existence, to ensure that all goes well, and that the landscaping is taken care of. He noted that the Committee will not meeting monthly once the clock is installed, most probably annually to ensure that all is going well. Mr. Henry noted that the Rotary symbol will be on the clock base and one concern is that as the clock ages that it is properly taken care of since it is a Rotary Club project and the Rotary wants to make sure that it is looking good and working properly. He noted that Rotary Club's interest in the clock will not go away the day the clock is dedicated.

Mr. Hawk noted that it is amazing how the people have supported the project and jumped on board. He noted that not only is the Colonial Park Rotary a part of the agreement with the Township, but also the Linglestown Area Civic Association and the Rotary Foundation which is where the funds will be held in escrow.

Mr. Seeds noted as time goes by there will be more needs other than weeding and things like that and the maintenance of the clock. Mr. Henry noted that is why the Committee will remain in existence so if a future need comes up they will take care of it. He noted if more funds are needed in the future they will take care of that.

Ms. Lindsey questioned if the clock will be dedicated he weekend of the Sestercentennial event. Mr. Henry answered yes, October at this time next year.

Presentation by Shannon Williams, Chief
Executive Officer, Capital Region Water

Mr. Wolfe introduced Shannon Williams, Chief Executive Officer, (CEO) for Capital Region Water (CRW). He noted that Ms. Williams requested time with the Board to provide information on what Capital Region Water is and explain the partnership with the Lower Paxton Township Authority sanitary sewer services.

Ms. Williams noted that she is a resident of Harrisburg and is the CEO of the CRW. She thanked the Board for allowing her to make this presentation. She noted that she is present to inform the Board of who we are and what we doing that will impact the Township's constituents. She noted at CRW, they value partnerships and strong relationships with our customers and it includes the Township, the Authority and the sewer customers we serve. She noted that the previous management of the system mismanaged and neglected the relationship and it was one of the main reasons why CRW exists. She noted that the transition from the Harrisburg Authority to CRW took place about a year ago. She stated that she felt that it is very important to meet with the Township and the other suburban partners to make sure we get off on the right foot.

Ms. Williams noted that she wants to form a strong relationship to work toward the common good for its customers.

Ms. Williams noted that CRW is a municipal authority that provides drinking water, waste water and storm water services to the City of Harrisburg and surrounding municipalities. She noted that it includes Lower Paxton Township providing waste water treatment services and conveyance to over 15,000 residents of the Township and drinking water services to a small part of the industrial park off of Union Deposit Road.

Ms. Williams explained that CRW is a five-member volunteer board that was appointed by the City of Harrisburg who meets monthly. She noted that current board members were critical to ensure that this authority is open and transparent. She noted that they also fought with her to keep the systems in local control without the inherent profit motive of private operators who must answer to their shareholders. She noted the CRW also answers to its shareholders, all of its customers, not just a few.

Ms. Shannon explained before she made the jump to the public sector, she spent ten years as a consulting engineer working with municipalities just like Lower Paxton Township, all over Pennsylvania on water and sewer matters. She stated that she got to know the challenges facing municipalities and implementing the ever challenging landscape of water quality regulations. She noted that she saw firsthand how challenging it is for municipalities to balance the constituents concerns with budgetary restrictions, especially as her experience relates to water and the increasing technical matters that are involved in drinking water, waste water and storm water services.

Ms. Shannon noted when she came to what was then the Harrisburg Authority, she began to build a case for separating the operation and management for those services from the City of Harrisburg to an independent professionally managed municipal authority. She noted that the opportunity to accomplish this came with the development with what became the Harrisburg Strong Plan and under this plan the Harrisburg Authority went from being a financing authority for the City of Harrisburg's use to a true operating authority. She noted that they also got out of the solid waste business which she is very happy about.

Ms. Williams noted with the change in structure and focus, they undertook a rebranding and reinvention effort. She noted that they changed the name to Capital Region Water and are placing a larger emphasis on transparency, being proactive in the planning, with more of an emphasis on preventive maintenance, physical sustainability and very interested in improving the customer service record. She noted that they are truly committed to the growth of the Capital Region and also seeking to be an employer of choice.

Ms. Williams noted that some of the projects that CRW is working on at this time are the 2015 budget and rate setting. She noted that she has been in communication with the Authorities' Special Council and Engineer to discuss the schedule and she hopes to have some good numbers by the end of this week or the following week. She noted that they are undertaking a \$50 million upgrade to the waste water treatment facility to meet the requirements of the Chesapeake Bay and the Township's sewer customers are helping to pay for that.

Ms. Williams noted that they have a build some/trade some approach that they can use with the technology that they are installing as it allows them to over-treat at times when it is

more cost effective to purchase nutrient credits or to undertreat when the credits are very affordable to balance it out. She noted if the regulations crank down a little, there is room to improve the operations, saving money in the long run. She noted that CRW is also working on asset management and proactive planning that involves the conveyance system and the treatment system. She noted that they recently undertook the televising project of all the interceptor sewers to check on the condition and have come up with a plan to meet the needs of its customers

Ms. Williams explained that CRW is venturing into the field of stormwater and Lower Paxton Township is ahead of the curve on this. She noted that they are undertaking the MS4 Permit for the City of Harrisburg, noting that 80% of the City is combined sewer so it make a lot of sense to take it over. She noted that she wanted to look at regional solutions as watersheds do not follow municipal boundaries. She noted that there may be many opportunities to partner with the Township in the future.

Ms. Williams noted that CRW is trying to increase its presence in the community. She displayed the raindrop to river poster that is available on the website. She noted that she is trying to get the posters into the schools. She explained that it does not all apply to the Township as the City of Harrisburg gets its water supply from the Dehart Watershed providing award winning quality water. She noted that it explains water, sewer systems and the conveyance and treatment systems, and encouraged the Board members to visit the website and follow CRW on Facebook and Twitter.

Ms. Williams thanked the Board for allowing her to address it this evening and she noted that her contact information is in the folder provided. She explained that the website is: www.capitalregionwater.com and she would be happy to entertain any questions the Board may have.

Mr. Seeds noted that he understands where the funding comes from for the sanitary sewer system and the water system, but he questioned how CRW is funding the repairs for the storm water system. Ms. Williams answered that she is looking into that now. She noted that due to the combined nature of both systems, the storm water expenses are incorporated into what she calls her collection system fees on the sewer side. She noted that they are only applicable to City residents. She noted that she will be looking over the course of the next 12 to 18 months at a

potential stormwater fee that may be based upon impervious surfaces. She noted that there is a balance between where the stormwater is generated and what are the expenses associated with it. She noted that there are a lot of properties that contribute to the stormwater and not so much to the sewer. She explained that they are looking at a fair way to charge those customers.

Mr. Seeds noted it stated in the brochure that you pay the city to sweep the streets around the storm sewers and are reconsidering that. Ms. Williams answered that she has been working with the City of Harrisburg to make sure we are getting the services that we are paying for. She noted that she has agreed to continue the street sweeping schedule in 2015 but the payment strategy is a little different. She noted in the past they were paid based upon a budgeted amount but now we are paying by time and materials so the City must show us the invoice for their routes and debris.

Mr. Seeds noted that most of the water and sewer lines in the City are over 100 years old and they obviously need to be replaced. Ms. Williams noted that is why it is important to plan ahead. She noted that they are putting plans together that will be implemented for the next four to five decades. She noted that they need to spread work out as they can't afford to replace everything all at once.

Mr. Seeds questioned if the City also draws water from the Susquehanna River. Ms. Williams answered that they have a fully redundant source supply, noting that the Susquehanna River is the emergency source and they can provide 100% of demand through the river but we haven't used that source for as long as she has been with the Authority. Mr. Seeds noted that normally the water comes from the Dehart Dam.

Mr. Hawk thanked Ms. Williams for her presentation and noted that she is a tremendous asset for the City of Harrisburg. Ms. Williams noted that CRW is always open for suggestions and ways to improve its services. Mr. Hawk noted that the insert provided is painfully honest for what has happened in the past in the City.

Discussion with the Heroes Grove Committee regarding an agreement with the Township for operation and maintenance of the proposed amphitheater

Mr. Wolfe noted that the Township has entered into an agreement with the Heroes Grove Committee that provides for the Heroes Grove Amphitheater to be located in Brightbill Park. He

noted that the Township is providing the land but the Committee and County-wide project is providing the source of funds to construct the facility. He noted that the project is underway in a Phase One Plan and the question has arisen that once the facility is constructed, since it will be located in a Lower Paxton Township Park who will maintain it and who will pay for the costs of maintaining it. He noted that the discussion this evening is primarily for that concern. He noted that Mr. Robert Knupp and Christine Hunter are present to discuss the project.

Ms. Christine Hunter, H. Edward Black and Associates, noted that she is encouraged with the progress for the project and had executed agreements with the Shopping Center for parking and construction work. Mr. Crissman thanked Ms. Hunter for accomplishing this part of the project.

Ms. Hunter noted that there are grants in place totaling \$760,000 which will be used to implement Phase One of the project. She noted that the agreements are in place between the Township and the grants, noting that startup funds from DCNR were received by the Township this date in the amount of \$100,000; to provide the seed money to begin to pay the bills. She noted that she is in the approval process for the plans with the Township and the Dauphin County Conservation District. She noted that the Heroes Grove Committee has an agreement that was executed a year ago with the Township, but this spring some additional items were brought up by Mr. Wolfe and Mr. Luetchford. She noted that one of the items is in regard to maintenance. She explained that the Committee suggested that following the start of construction they would dedicate an account that would be reserved for maintenance funds and once they meet their operating expenses, will set aside a minimum of \$3,000 per year that would be available to the Township.

Ms. Hunter noted that the Heroes Grove Committee has received 501C 3 IRS Status; however, they still need to file with the Commonwealth of Pennsylvania. She noted that the Heroes Grove Committee is finally a 501 C3 which will enable the Committee to have more flexibility. She noted that they have been operating under the Foundation for Enhancing Communities located in Harrisburg.

Ms. Hunter noted that the Committee would like to update the agreement. She noted she needs to get the agreement into place so the Township can begin spending the funds for design

and construction of Phase I. Mr. Wolfe noted that the expenditure of funds is not completely dependent on the agreement but there are issues that are outstanding that need to be addressed. Ms. Hunter noted that it includes how to address long-term operations and maintenance as it will be the Committee's to maintain.

Mr. Brian Luetchford, Parks and Recreation Director, noted that the agreement included future uses of the amphitheater, noting that the Parks and Recreation Department would be responsible for scheduling the events. He noted that a few amendments were suggested over the last number of months, mostly related to the maintenance fund, language on behalf of the Township acting for the Heroes Grove Committee to expend the grants from the Committee and working in concert with the Foundation for Enhancing Communities. He noted that Heroes Grove Committee would like to review the invoices before they are processed by the Township. He explained these are the items that he wanted to bring to the Board's attention to include in the agreement in order to continue the project.

Mr. Stine noted that one other issue concerns what to do about future capital improvements. Mr. Luetchford noted that there is some language that was provided to the Township and suggestions. He noted that he was not certain how the Board wants to proceed. He suggested that it could be discussed at another time in the future.

Mr. Hornung noted that he thinks that it is a great program, but he has learned when you have open areas that are not nailed down, later on, it becomes a source of contention and he would like to avoid that moving forward by providing more detail. He questioned if we are to use the agreement as a guide or will you come up with a more detailed agreement. Mr. Luetchford noted that staff is looking for direction on this item. Mr. Stine suggested that the purpose was to do a new agreement that was more of a real agreement as opposed to a letter that had some parameters in it. He noted that the actual organization is called Heroes Fund Inc. and the committee is not the entity and the current agreement is with the Committee so there are some things that need to be done to improve the agreement. He noted that it would serve as a skeleton but more items need to be added since construction was not contemplated at the time it was done. He noted that we did not need to have those terms that would be dealing with funding and payment of contractors. He noted that now there is a need to do that.

Mr. Hornung noted that he feels comfortable with having Mr. Stine make it more of a working document using the current agreement as a skeleton.

Mr. Crissman questioned how this will be addressed after hearing the clock presentation and the foundation that will have the funds to be provided to the Township for ongoing maintenance when we also assume the responsibility. He questioned who pays for it and do we receive funds for the replacement of steps and curbing and all the areas such as that. He questioned if Mr. Knupp would address those issues.

Attorney Robert Knupp noted that there is no foundation but one of the things that is remarkable is that through the volunteer efforts of Dauphin County, Lower Paxton Township, and Richard Flowers, we were able to attain a 501C3 designation in less than three months. He noted it is remarkable. He explained that he has also polished up the bylaws of the corporation. He has designated who is serving as the director on the Board of Directors of Heroes Grove, Inc. He noted that the Committee still exists as a volunteer committee but there are designated persons from the Committee who are structurally part of the corporation. He noted for the improvements, it is a little different than the clock as we have mostly open ground and concrete and things of that nature. He noted that he used to be a runner and he remembers running down the river and seeing the concrete escalate in the City that is in horrible condition. He noted as it ages, it will have more needs. He noted that the idea put forth was that following the achievement of the 501 C Status, Heroes Grove will establish an interest bearing account designated as being reserved for capital improvements from the reserve fund account. He noted for the Heroes Grove Memorial Amphitheater project, beginning in 2015, sums in excess of operation construction expenses, to a maximum of \$3,000 per year, will be placed in the reserve account. He suggested that the Township will request Heroes funding for repairs needed to maintain the project. He noted that this was the suggested language but it could be wordsmith and he agrees with Mr. Stine that the letter of agreement that was put together a couple of years ago was done before the initial letter of agreement and it needs to be re-struck and he is willing to donate his time to work with the Township to get it done. He noted that he is volunteering his services with the Committee since he was asked by Representative Marsico to become involved with the Committee.

Mr. Wolfe suggested that the appropriate thing to do would be to ask Mr. Knupp to meet with Mr. Stine to put the agreement with the recommended changes into a draft document. Mr. Hornung agreed.

Report from the Friendship Center Operating Board
regarding the status of ongoing priority projects

Mr. Luetchford noted that John Dougherty, Chairman of the Friendship Center Operating Board (FCOB), Bruce Senft, Denise Hussar, and Sandy Prahll are present to provide a report on the status of the ongoing priority projects. He noted that it is very important for the Friendship Center (FC) to operate more financially efficient.

Mr. Dougherty wanted to thank the Board, on behalf of the FCOB, for the opportunity to provide an update for what it has been doing over the past few months. He noted that the FCOB met with the Board in February to provide an update for what the Board has determined to be the four priority projects with the goal to make the FC sustainable. He explained that he wants to provide an update for those projects and where the FCOB intends to be in the next year.

Mr. Dougherty noted that the priority projects were essentially a byproduct of the consultant reports of Ballard King which was produced in 2011 and the Brailsford Marketing and Economic analysis received in 2013, along with recommendations from staff and information on the survey implemented this past summer. He noted that the survey included members and non-members noting that they received over 700 responses and 30% were from former members of the FC. He noted that it was significant in deciding how to bring people back and attract new people in the future.

Mr. Dougherty noted the first project was on-line registration which was recommended by the Ballard King Report back in 2011. He noted that it was the most economical project to undertake and the target was to have it fully operational for the fall program session but unfortunately there was a delay in hardware and the target is now to have it fully operational for the spring session.

Mr. Dougherty noted that the second project was to expand and adjust the hours of operation. He noted that project was driven by the survey and it was very clear that the hours on weekends from Friday at 9 p.m. and Saturday at 7 a.m. were hours where the gym was not used.

He noted that it caused the FC to sustain unnecessary operational expenses, and we had to make a decision to change the operating hours from 10 p.m. on Friday to closing at 9 p.m. and the opening on Saturday changed from 8 a.m. to 7 a.m. He noted that we are investigating the idea of adding programs on Saturday night to generate income. He noted that discussions were held on the possibility of having a teen basketball league or some other program to generate income for use by the community.

Mr. Dougherty noted that the third project was adding a premium membership. He noted that the consultants stated that the FC was at a competitive disadvantage with many of the fitness centers in the area in that we did not offer any classes or programs with basic memberships. He noted that it was an overwhelming response found in the survey that it should be included. He noted that 30% of the respondents were former members and he felt that there may be some correlation. He noted that many of the Board members who spoke to former members were told that it was one of the reasons that they left. He noted that it was important to add a premium or value added membership to the basic membership that would include some classes. He noted that the Brailsford Report stated that it would provide a 5% increase for premium membership but this was never done in the past. He focused on adding value to the current members and perpetuating that value for potential members who might want to belong to a joint facility. He noted that a decision was made to include basic fitness programs with the basic membership to include: aerobics, spinning, Zumba, and aquacize. He noted that the natatorium is the most utilized space in the building, and from a competitive standpoint the Board feels that it will make the FC more competitive with other fitness centers in the area and will help to generate memberships in the long run.

Mr. Dougherty noted that the last priority project had to do with building renovations, focusing primarily on the fitness center and activity rooms. He noted that the Ballard King Report stated that the FC was not properly utilizing space in the social hall. He noted the area where the pool tables are located could be used for programing or fitness equipment that would generate memberships. He noted that it is important to have some space at that location and not utilize the entire space, but staff is coming up with some proposals for how that space could be better utilized. He noted that the Board is looking to renovate two of the fitness areas, the rooms

in the East Annex, for more dedicated fitness classes. He noted that we are looking at the possibility of renovating the rooms for more multi-purpose fitness. He noted that fitness and programming are income generators for the facility and he would like to add as many fitness classes as possible. He noted that not all classes are part of the membership, only about 30, so there are a significant amount of programs that drive revenue. He noted that he is interested in capitalizing on that and figuring out what the trends are for fitness to be in the forefront, in an attempt to bring in younger members and families.

Mr. Dougherty noted that the FC has implemented the online registration and it will be fully operational in the spring, implemented the adjusted and expanded hours of operation, implemented the value added memberships and is looking forward in 2016 to implement the renovations for the fitness center and activity rooms so we can utilize more space.

Mr. Wolfe noted that this past summer staff replaced the natatorium HVAC system at a cost of \$600,000. He noted that work was done and the natatorium lap pool shell was also replaced. Mr. Dougherty explained that the FC received a significant grant from the Dauphin County Gaming Board to do this work.

Ms. Lindsey noted that the pink party that was held this past Sunday evening was very successful. She noted that there was a great turnout.

Mr. Hornung questioned Mr. Dougherty if any of the members who left have returned to the FC. Mr. Dougherty answered that he does not have enough time or data to answer that question, but that is the goal and the Board members were told that it was a deal breaker for membership. He noted that they also looked at segregating certain areas for memberships as some people only use the pool and don't use the fitness center but at this point with the way the facility is structured, it would be next to impossible to police those types of memberships. He noted that it is not feasible at this time. Mr. Hornung questioned if you could use cards that would only provide access to a certain area. Mr. Dougherty answered that it is possible and the Board may be able to consider it when the facility renovations are underway.

Mr. Hornung noted that he is excited about what the volunteer Board is doing as they bring a lot to the value of the FC. He thanked the Board members for the work that they do.

Mr. Crissman noted that he appreciates the agenda in place for the FCOB and the aggressive nature for how it is pursuing its goal. He thanked the other Board members as well.

2015 Budget Preparation

Mr. Wolfe noted that tonight we will start discussions on the proposed 2015 General Fund Budget. He noted that the plan is to do some of the departments this evening with more discussions next Tuesday night followed by more discussions in November. He noted that Mr. Weaver will be providing the Sewer Authority Budget discussions during the November 10th Authority Meeting.

Police Department

Public Safety Director (PSD) David Johnson noted that everyone had an opportunity to review the proposed 2015 Budget for the Police Department. He stated that as in year's past, the line items remain pretty much unchanged other than a few items. He noted that the new major expense is the addition of a canine officer and three additional officers. He noted that the other major expenses are related to labor contracts and the increase in salaries.

PSD Johnson noted that the budget has increased about \$155,000 over 2014's Budget going from \$5.7 million to a little over \$5.8 million. He noted that the majority of the increase is related to the new canine officer and officer's salaries.

Mr. Wolfe noted in the past the Board has review the budget line item by line item or asked questions on items that are a particular interest to the Board members. He noted that it is the Board's decision for how it will discuss the individual department budgets.

Mr. Crissman noted that many line items are exactly the same, the only difference is if they are union contract driven which the Board has no control over; therefore, he would be satisfied if the discussion centered on additions or any major changes in the particular budget. He noted that the hiring of three new police officers providing further explanation for that request and more about the canine dog and officer. He noted that is where the increase dollars will come from that the Board has to fund. Mr. Hawk agreed. Mr. Crissman requested PSD Johnson to explain the need for additional police officers. Mr. Hornung noted that he had asked PSD

Johnson some questions about staffing and he explained that he had quite a few police officers who are on sick leave which creates a lot of overtime.

PSD Johnson noted in 2008 the Police Department had a compliment of 62 officers and as a result of the economic conditions at that time, as officers left we did not replace them. He noted that he needed to right-size the Department. He suggested that 62 was more than what was needed as 58 or 59 officers was a more appropriate number. He noted that the Department is currently at 53 officers and of those, two are on long-term sick leave due to job related injuries, and they will not return until sometime in 2015. He noted that he also has two officers who are on long-term sick leave, non-job related and are unavailable so he is down four uniformed officers. He noted, in 2014, one detective retired at the end of August so he is down five officers. He explained this has prevented him from providing some services that were available in the past due to the loss of manpower to meet those obligations. He noted that his first priority is to the patrol division, the officers who respond to emergencies and calls. He noted that he is paying a significant amount of overtime to meet the minimum manpower requirements daily, and that many senior officers who have been with the Township for a long time and have acquired leave time are not able to get time off.

PSD Johnson noted that working the 12-hour shift schedule, they must provide what is called, "Kelly Time". He noted that with 12 hours shift in a two-week period, an officer works an extra four hours, so for one shift they only work an eight-hour shift. He noted that there are nights that the relief time of four hours is not available and the officer is paid overtime for those four hours.

PSD Johnson noted that he is unable to conduct the Citizen's Police Academy and the Youth Police Academy due to lack of manpower. He noted that he indicated that it would be prudent to get the compliment back to 58 police officers and as it stands he has been approved to move to 56 officers in January 2015. He noted that the addition of a canine officer, with the amount of time dedicated to training, that officer cannot be counted as manpower. He explained that an officer would need to be hired to replace whoever is assigned as the canine officer. He noted that since midnight last evening, he has two instances that he used a canine from Derry Township Police Department. He noted that he had a robbery and burglary this afternoon where

the Department was chasing suspects and Derry Township was kind enough to send their dog to assist our Department. He noted that is why he needs additional officers. He noted if we want to continue to provide the services to the community that we have always provided and the Board has expected us to provide, he will need additional manpower to do so.

PSD Johnson noted that the canine dog officer benefits are for criminal investigation standpoint and public relations standpoint as well. He noted that a canine dog has always been included in past Academy presentations and also used in the school when searches are conducted. He noted that the Township has a significant amount of schools within its jurisdiction.

PSD Johnson noted that he added \$25,000 for the canine budget. He explained that it might be a little high, especially if he is able to secure donated services for food or veterinary care. He noted if the Township is the recipient of those benefits then that line item will not be as high. He reported that the cost to purchase and train a canine as well as the officer and outfit a vehicle will be approximately \$20,000. He noted that the remaining \$5,000 would be for food and veterinary care. He explained that the cost for the officer is already included in the salary line item.

Mr. Seeds noted that \$25,000 is for the purchase and training of the canine and officer but if the Township were to do some fundraising... PSD Johnson noted for some agencies, the businesses have stepped up and paid for the cost of the dog. He noted that we have not gone down that path yet until he gets the final approval from the Board. He noted that it could be reduced more if the dog and training were also donated. He suggested that there are several businesses in the Township who are willing to assist in obtaining a canine for the Township.

Ms. Lindsey questioned if any of the current 53 officers may retire in 2015. PSD Johnson answered that he does not anticipate any officers retiring this year; however one officer indicated that he may retired in 2015, and a second officer has also indicated that he may retire in 2015. He noted that several other officers were not willing to commit to a date. Ms. Lindsey noted if that occurred, the number would be back to where it currently is. PSD Johnson noted that we need to stay ahead of the curve and he is in the process of doing background investigations to replace the

detective who retired in August. He explained that he has three possible candidates. He noted that the current numbers are at the 1982 compliment number.

Mr. Crissman noted that the budget calls for the hiring of three police officers. He questioned if one of the three will be a canine officer or will that officer be an additional officer. PSD Johnson answered that it will be three new officers, noting that the canine officer would be counted from the current number working for the Department. Mr. Wolfe answered that it would be two new officers plus one canine officer. Mr. Seeds noted that we would lose an officer once a current officer becomes a canine officer. Mr. Crissman noted that it would be the reassignment of duties and responsibilities. PSD Johnson noted that that officer cannot be considered as a number to meet the minimum manpower obligations due to training and allowing the officer to go home ½ hour early due to the amount of care that is required to keep the animal at his home.

Mr. Crissman noted that we need salaries for three police officers. PSD Johnson noted that he has included in the budget two officers for the full year and one for half a year.

Mr. Seeds questioned if the federal forfeiture funds are ongoing and the revenues and expenses match. He noted that it has to do with drug stops and forfeiting vehicles etc., but do you have to purchase the vehicles if it is federal or county. PSD Johnson explained if the Police Department receives any funds as a result of an asset forfeiture, generally it is through a drug forfeiture, when the money comes in from the Federal or County government it must be used on police related equipment that is not part of the normal budget. He noted that we can't use it to purchase vehicles as we normally do that every year. He noted that the Department can purchase items that are not normally in the budget and in this case he has \$6,000 left over from a previous seizure. He noted that there is the possibility that we could receive more funds to add to that account in 2015, but we don't know if that will occur at this point.

Mr. Hawk noted that he likes the way everything is broken down in the narrative, providing a greater in-depth understanding of all the individual parts that make up a department's budget.

Mr. Seeds questioned how much is included in the budget for the Humane Society. Mr. Hawk answered that it is \$10,000. Mr. Seeds questioned if that is what was paid in 2014. PSD Johnson answered that we will be around that and the 2015 number is based upon the 2014

number. He noted at one point, the Township was paying \$45,000 a year but now Lt. Gramigni monitors the Humane Society and the animals that are taken to that facility and where they are coming from. He noted at one time the Township was billed for animals from other municipalities as people were dropping them off at our facility. He noted the people from Lower Paxton Township would find an animal in Lebanon County and drive it up to the Township and we were getting billed for it. He noted that we have realized a significant savings under Lt. Gramigni's watchful eye.

Ms. Lindsey questioned how much does it cost every time you take an animal to the Humane Society. PSD Johnson answered that it depends on what the animal is; he suggested that for a cat or dog it is \$165 and a pit bull dog is around \$250. Ms. Lindsey noted if people drop off the animal to the Humane Society they don't have to pay to do that, but if the Township drops them off we have to pay for the animal. PSD Johnson noted in the past when they asked where the person lived, if they said it was Lower Paxton, we were charged. Mr. Wolfe answered if a person takes a stray animal, not a pet we have to pay.

Mr. Stottlemeyer asked what kind of canine dog for what type of work would the Township get. PSD Johnson answered that it would be for patrol work, drug and traffic. He noted that that you can only train a dog in so many special fields. Mr. Stottlemeyer asked if someone called the Township to use the dog would it create overtime for that police officer. PSD Johnson answered that is could. Mr. Stottlemeyer questioned if the officer could get compensatory time. PSD Johnson answered, under the federal law, we have to pay overtime or provide compensatory time but the contract only allows an officer to earn up to 40 hours a year.

Mr. Stottlemeyer questioned how many canines are in this general area. PSD Johnson answered that there are dogs in Derry Township, City of Harrisburg and Pennsylvania State Police. He noted that he does not know about the West Shore Police Departments.

Mr. Stottlemeyer noted that having a canine unit is a very good thing, especially for drugs and for traffic. He noted that he was told that a drug or traffic dog is only good for four hours a day. PSD Johnson noted that he is not sure as it may depend on the type of dog that we get as some dogs are better than others when it comes to certain types of work. He stated that he will determine what type of dog would be best for the Township. He noted that Castle's Dog

Training has been in business a long time and if this is approved, he will meet with the experts, to include Derry Township, to secure good advice for this decision.

Mr. Stottlemeyer noted that a dog would be good to have especially in a Township like this one for the drugs.

PSD Johnson noted that the Department had a good track for the dogs that it used today, however, since it rained overnight it hindered the operation somewhat, but the dog led the trainers to a good site.

Mr. Wolfe noted that the Emergency Operations Budget is \$750 for materials and supplies. He noted that it is mandatory that a Second Class Township allocate part of the municipal budget to allocate funds for emergency operations.

Parks and Recreation Department

Mr. Brian Luetchford, Parks and Recreation Director, noted that the budget is very similar to the 2014 budget but he will point out to the Board members the differences. He noted that he proposed for the 2015 Budget, Expenses of \$776,000 against revenues of \$378,000, which is roughly 50% of the budget recovered in the various fees from various sources.

Mr. Luetchford noted that the fee-in-lieu income this year is \$200,000 as compared to \$205,000 for 2014. He noted that the Planning and Zoning Officer is working to determine a final budget number. He noted that it is unknown for the 2015 Budget at this time, but far above the most recent years.

Mr. Luetchford noted that the day camp program within the summer program will be moved to the Friendship Center (FC) budget. He noted that the summer day camp program has been moved from the schools where it was originally held back to the FC due to the high rental fees charged by the school district. He noted that it is now a FC program so the revenues and expenses in 2015 will be included in the FC budget. He noted that the day camp does generate funds well in excess of the expenses so it is a profit making endeavor. He noted that revenue and expenses will drop for this line item.

Mr. Luetchford noted, in the past there have been almost 1,000 players in the basketball league but we are now down to about 800 members due to the local competition for the same players. He noted that it continues to be a strong league but not as strong as it once was.

Mr. Luetchford noted for expenses for Parks Improvements there is \$201,000 for expenses for next year representing funds that were intended for the 2014 budget that have been moved to 2015 that were not completed using \$175,000 that was discussed as part of the five-year strategic plan that had to deal with park infrastructure improvements that are badly needed and have been delayed for many years. He noted that ADA improvements are also included in this line item to make the parks more accessible for all.

Mr. Luetchford noted for payroll, there is a significant decrease as well since the day camp is moved to the FC.

Ms. Lindsey questioned if there was a better enrollment with moving the summer day camp program to inside the FC from the school facilities. Mr. Luetchford answered that the thinking was that the enrollment would decrease since fewer people maybe working and didn't needed the care for the summer; but we did see an increase and the participants enjoyed more swimming as it was more readily available.

Mr. Luetchford noted that total figures for revenues is \$378,350 against expenses of \$757,300.

Mr. Seeds noted under expenditures as part of the five-year strategic plan, where will the Koons Park ADA Walkways be located. Mr. Luetchford answered that he has not established that yet but indicated that he has only had preliminary discussions with Mr. Robbins for the improvements. He noted that the first park may be Centennial Acres which had a recent ADA improvement with a new pathway added from the parking lot across the bridge to the pavilion. He noted at Koons Park, due to its heavy use, making connections to the various facilities and the parking lots, those determinations for where those pathways will go have not been made yet. He noted that will be worked on over the winter time.

Mr. Seeds questioned if we received any letters in regard to the need for improvements or notifications. Mr. Wolfe explained that you don't receive notifications, you can get citizen's complaints which we have not received to his knowledge. He noted that you can also have a

citizen sue, but there is no enforcement entity, you have civil proceedings that will cause enforcement. Mr. Seeds questioned if anyone comes out to inspect the parks. Mr. Wolfe answered no, although there are standards by which you must undertake the improvements.

Mr. Leutchford noted that it is expected that the government entities will do the improvements and ADA is expected whether you do the improvements or not. He noted that it is a public entity used by the public and it is expected to have ADA accessibility.

Ms. Lindsey questioned if the Parks Department makes a profit selling discount ticket sale. Mr. Luetchford noted that we make a little money on them but it brings in people who would not normally come to the FC, so it is a marketing tool.

Mr. Hawk noted that preparing budgets is very time consuming and once in a while it is good to see the humor in some of the items. He noticed that the Parks Department spends \$9,000 on porta-johns. Mr. Luetchford explained that there is a demand to have them in the park. Mr. Hornung questioned if the rental costs are increasing. Mr. Luetchford answered that he is trying to hold the line but the public demands for them at every location possible is high and he had tried to make them available where needed.

Ms. Lindsey questioned if the rental fee includes the maintenance as well. Mr. Luetchford answered that they are cleaned weekly. Ms. Lindsey questioned if we have them all year long through the winter. Mr. Luetchford answered that they are delivered in the spring and removed in the fall.

Health/Sanitation Department

Mr. Wolfe noted that income sources include extra tags sold to customers of Waste Management for the tag bag program and extra trash bag for solid waste. He noted that the current limit per household is four bags and if you have more than that you need to purchase tags. He noted that the recycling program grant includes two grants, the first, a performance grant that is estimated at \$52,631 and the second is the Compost Equipment Grant in the amount of \$250,000. He noted that combined it comes to \$302,631.

Mr. Wolfe explained that recyclable revenue sharing are the payments from Penn Waste for the receipt of curbside recyclables collected by Waste Management, such as cans, bottles, newspaper and cardboard. He noted that Penn Waste processes the recyclables and receives a

payment for them based upon the cost of newsprint. He noted that the amount fluctuates and over the years there has been times when the Township received in excess of \$120,000; however, at this time the market is tight and the projection for 2015 is \$60,000. He noted that the leaf waste permits generate \$45,000. He noted that he is proposing a 10% increase in that fee for 2015. He noted that the permit fee has not been raised for two years and with the cost to operate the facility increasing so should the fee to use it.

Mr. Wolfe noted that the Township received a payment from West Hanover Township for leaf waste materials in the amount of \$17,000 for the Township to process their leaf waste curbside collection. He noted that the formula for that fee is population based. He explained that he has budgeted funds for the cleanup of properties that have a health or sanitation issue in the amount of \$15,000. He noted that the costs become a lien against the property.

Mr. Wolfe noted for expenditures, compost attendants man the facility during the hours that it is open to the public. He noted that it includes the Health Officer's salary, printing of recycling materials, electricity to run the pumps and aerators at the landfill, the leachate flow that is treated at the Swatara Township Treatment facility for a fee; and normal land fill maintenance, training and supplies. He noted that the cost for cleanups is estimated at \$45,000 and he expects to only receive \$15,000 noting that it is a timing issue. He explained that properties that are under lien now will sell next year and the lien will be paid at that time. He noted that staff will process more properties next year, and those funds will be recouped in future years. HE noted that the difference between revenue and expenditures is typically \$30,000.

Mr. Wolfe noted that he expects to receive \$250,000 from a 902 Grant from the State for a compost screener and a windrow turner. He noted that he did not include the expenditure in the budget yet because the Board has not made a decision for how it intends to purchase the equipment. He noted that the Township has the ability to purchase a demonstrator material screener and if it purchases the windrow turner at the same time there would be an additional discount. He noted that the equipment would cost \$362,000 with an estimated purchase price for both items at \$426,000. He explained that he needs to add one or the other to the line item for the 2015 budget. He noted that Mr. Hornung requested a Performa for the equipment and he provided a memorandum for that information to his Items of Interest. Mr. Hornung thanked Mr.

Wolfe for the information noting that it provides for some ways to recoup some of the funds in the program. He explained that he is in favor of purchasing the equipment at this time. Mr. Seeds agreed. Mr. Crissman and Ms. Lindsey agreed as well.

Mr. Seeds noted that you showed the revenues for the grant but not the expenditures. He questioned if it would be in the Public Works budget. Mr. Wolfe answered that it would go in this budget as well.

Mr. Seeds noted that the printing of recycling decals is \$1,000, but it says 90% of the costs are reimbursed by DEP. He questioned if you are showing the reimbursement in the budget. Mr. Wolfe noted that it is part of the 904 Grant. Mr. Wolfe noted it is the same for the recyclables revenue sharing. Mr. Wolfe noted that it would be a future grant that we would have to apply for our expenditures in 2015 but receive it in 2016.

Mr. Wolfe questioned if it was okay for Mr. Robbins to issue the purchase order for the windrower and screener. Mr. Hawk noted that we are all in agreement. Ms. Lindsey requested Mr. Wolfe to check to see if there is a muffler on the equipment. Mr. Wolfe noted that he was told that the items comes with less decibel readings than the current equipment.

Building Maintenance

Mr. Wolfe noted that this includes line items for janitorial service, electric, natural gas, contract cleaning, sewer, water and building maintenance repairs to include the annual HVAC contract, window cleaning, maintenance of emergency generator, fire protection and alarm maintenance, elevator maintenance, and \$3,900 for unforeseen repairs. He noted that other than a slight increase for the janitor the budget is pretty much the same.

Ms. Lindsey questioned again why the Township contracts grass mowing when the public works people do the bushes. She questioned why they are not allowed to do the grass. Mr. Wolfe answered that they are allowed to but we receive a very favorable bid at a rate of \$75 per mowing and it is a rate that we could not meet using two staff and two mowers to do this work. He noted that it is best to utilize staff who typically operate large items and are better suited to work in the parks and other Township facilities that are 20 to 30 acres in size. He noted that the Township Municipal Center is only a postage size stamp and it takes one hour to cut the grass.

He noted that we can't compete with the cost. Mr. Hornung noted that you can't compete with that price for a residential lot.

Shade Tree Department

Mr. Wolfe noted that Shade Tree Commission is the only advisory body that is legally empowered to make purchases and has its own budget. He noted that they have a budget of expenditures for 2015 of \$3,700 that are in line with past annual expenditures.

Mr. Seeds noted that is one of the best deals the Township gets.

Adjournment

There being no further business, Mr. Crissman made a motion to adjourn the meeting. Ms. Lindsey seconded the motion and the meeting adjourned at 8:05 p.m.

Respectfully submitted,

Maureen Heberle
Recording Secretary

Approved by,

William L. Hornung
Township Secretary