

LOWER PAXTON TOWNSHIP
BOARD OF SUPERVISORS

Minutes of Board Meeting held December 8, 2009

A workshop meeting of the Board of Supervisors of Lower Paxton Township was called to order at 6:14 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., William L. Hornung, Gary A. Crissman, and David B. Blain.

Also in attendance were George Wolfe, Township Manager; Steve Stine, Township Solicitor; Troy Truax, Daniel Santoro, Christopher Johnston, John Mizerak, Delta Development Group; Jeffrey Staub, Dauphin Engineering Co.; Terry Grove, Grove Miller Engineering, Inc.; and Ted Robertson and Watson Fisher, SWAN.

Pledge Allegiance

Mr. Hawk dispensed with the recitation of the Pledge of Allegiance as it was recited during the Sewer Authority meeting.

Public Comment

No public comment was provided.

Discussion with CASA regarding the potential to develop a soccer complex on the Township's Wolfersberger Tract

Mr. Wolfe noted that representatives from the Capital Area Soccer Association (CASA) asked that this be removed from the agenda for this meeting.

Presentation by the Delta Development Group regarding strategic planning services

Mr. Wolfe noted that during a previous workshop meeting a consulting firm provided a presentation for strategic planning services, and at this time, the Delta Development Group (DDG) would like to make a presentation on the same topic. Mr. Wolfe noted that Mr. Troy Truax is present, along with other members from his group, to discuss their services.

Mr. Truax explained that he is Vice-President for Community Planning and Economic Development. He noted that he formerly worked for Gannet Fleming and assisted with the updating of the Township's Comprehensive Plan. He introduced the following members from

DDG who would be working on the Township's strategic plan if selected: Dan Santoro is the office manager in the Pittsburgh office and has former experience as the Assistant Manager for Cranberry Township; Chris Johnston is a member of the Township's Park and Recreation Board as well as the Greenway Committee; and John Mizerak formerly worked for the Governor's Center for Local Government Services at the Department of Community and Economic Development.

Mr. Truax noted that the materials he provided to the Board members are based upon proving services to update the current strategic plan for capital projects for the Township. He noted that he provided an overview of the DDG as well as biographical information for the members who would be working on the Township's plan, if selected. In addition, he provided information on a public funding matrix.

Mr. Truax explained that DDG has been in business for 22 years, starting with 32 employees, and now employing 70 professional staff located in Mechanicsburg, Pittsburgh, and a government relationship specialist located in Washington, DC. He noted that their staff works in three core service areas: Community and Economic Development Planning, Development Services, and Information Technology. He noted that the firm has secured over \$500 million in public funding for their clients, noting that most of the clients are located in Pennsylvania, with some out of state experience.

Mr. Truax suggested that DDG's municipal service is a perfect fit for what the Township is looking for. He noted that Mr. Santoro and Mr. Mizerak have great municipal background expertise.

Mr. Santoro explained that he has been with DDG for three years, and prior to that, he was the Assistant Manager for Cranberry Township. He noted that he has work at various roles in municipal government. He explained that DDG provides a municipal services focus to include anything that would assist local government in their day-to-day operations. He noted that they assist in strategic planning, developing ordinances, preparation of capital programming and budgets, financial management and trend forecasting, operations audits to seek a more efficient operation, seek public funding, provide training and education, provide expert testimony for local levels, arbitration assistance to provide the background data needed, and information technology services to provide a website development, assessing the back-end for the information technology structure, and finding the most efficient ways to provide these services.

He explained that staff would be conducting a seminar at Pennsylvania State Association of Township Supervisors (PSATS) this Friday, the topic, “The Top Ten Way to Improve Your Municipal Operations.”

Mr. Truax noted that he would be the overall project manager for the Township and Mr. Santoro, Mr. Johnston and Mr. Mizerak would provide additional support and expertise to do the necessary work. He noted that Mark Carmel is the Director of Government Relations who resides in Washington, DC. He explained that he has his pulse on federal funding, and how it could be directed to help finance capital improvements for transportation, sewer or water. He noted that Erin Genest is very much attune to municipal services and processes and helps with city and municipal planning, and capital improvements. He noted that this is a good core service team, and other members are available to assist if needed.

Mr. Truax noted that DDG’s project experience includes securing funding in the amount of \$2,650,000 for the Village of Linglestown project, from State and Federal transportation funds. He noted that Scott Tochtermann was a key person in helping to secure those funds for the Township.

Mr. Santoro noted that Cranberry Township is similar to Lower Paxton Township, in that they had a period of growth, but realized that at some time, it would flatten out. He noted that they questioned what they should do with the rest of the undeveloped land in their Township in order to prolong or sustain revenues for the Township. He explained that he looked at alternative growth scenarios, and modeled three different alternative growth scenarios. The first was to continue the path that the Township is currently using and determine what effect it would have on municipal services and facilities that would be needed at what cost and to provide up to buildout. He noted the second option was to change the land use regulations to allow scenario B to occur, and the third was to change the land use regulations for Scenario C. He noted that this was completed for all Township departments to include water usage, sewage, and public works facilities. He noted that they all three scenarios were compared to see if the market would support the three options, and it was determined what scenario was the best to prolong growth to keep expenditures equal with revenues. He noted that it was found, in the case of Cranberry Township, that Scenario B, a midrange of population growth, was the best scenario.

Mr. Truax noted that DDG was successful in securing a \$600,000 community revitalization grant which was a very high amount for a parks and recreation capital improvement.

Mr. Truax noted that DDG is working with Derry Township, Hershey Entertainment and Resorts, and Hershey Trust to secure funding to make improvements to Route 743, and the Chocolate and Cocoa Avenues intersection in downtown Hershey. He noted that DDG provided master planning services for Hershey Entertainment and Resorts to do a downtown revitalization plan. He noted that DDG was able to secure \$5 million for public funding strategies for Upper Providence Township, for Routes 29 and 113. He noted that it was done in association with private development in Montgomery County. He noted that the Steinwehr Avenue project in Gettysburg identified the public funding and private funding necessary to conduct the planning initiative. He noted that the project resulted in using the strategic planning document to leverage a \$2.5 million PCTI Smart Transportation Grant as well as a \$99,000 USDA Revolving Loan Fund Grant. He noted that he worked on a Business Improvement District to identify the opportunity to form a special assessment district under the State Neighborhood and Improvement District Act. He explained that DDG's strategic planning processes lead into results in the policy and public funding end.

Mr. Mizerak noted that having a strategic plan is very important and townships can have a significant amount of capital improvement projects, from recreation to sewer. He explained that for the past 13 years, he has worked with Lycoming County and their municipalities to help identify the different types of capital projects that are needed in their communities. He noted that he worked with Lycoming County to prioritize the projects and help identify funding resources to move ahead. He noted that DDG has helped to secure over \$55 million in public funding, and have helped to build the new bridge entering into Williamsport, as well as funding for building a second stadium for the Baseball Little League World Series.

Mr. Mizerak noted that he has secured money for water projects and is also working on the Chesapeake Bay Nutrient Management Strategy.

Mr. Johnston noted that DDG helped the City of Williamsport to rebuild the downtown area. He explained that they added a 9-screen movie theatre, replaced a retail outlet, and completed many of the downtown projects with State money as well as Federal funds. He noted that additional transit facilities were built too.

Mr. Johnson explained that he worked with Clarion County on the H2O Program funding strategy and they were awarded a \$12,700,000 CFA grant award. He suggested that there would be a second round of awards coming in the future.

Mr. Truax noted that the City of Wilkinsburg is working on a Comprehensive Plan with respect to DCED's requirements for Early Intervention Plan communities. He noted the DDG prepared a master plan for the Borough of State College that identified capital improvement needs, funding strategies, and a rezoning amendment. He noted, for the City of Charles Town, West Virginia, staff worked on updating the city's capital improvement plan, public funding strategies, zoning and subdivision and ordinance preparation, comprehensive plan improvements, and site plan review.

Mr. Truax explained that he wanted to provide information on DDG's strategic planning approach. He explained that he would need to identify capital improvements and other priorities, and understands that the Township has a strategic plan that needs to be updated. He noted the Comprehensive Plan was done in the 2000's, and in addition to the Greenway Plan, and the strategic plan, these documents would be the base used for the planning approach. He noted that the new priorities would need to be identified and then develop project specifications in terms of cost, objective, scope, nature and components of the project. He noted that the implementation strategy would be determined by the phasing for the projects. He noted that he would search for public funding to help with the implementation of the priorities. He noted that he would also provide a message statement that would identify what the community and economic benefits and impacts are, such as, the return on investments. He noted that DDG excels in government relations with Federal and State legislators as well as other State and Federal agencies. He noted that DDG would complete the grant applications and the follow up communications, as well as the follow up review and monitoring, and provide assistance with funding drawdown, grant management, and assistance.

Mr. Truax noted for the Township, DDG would have a two phase approach. He explained that the first phase would involve the Strategic Plan Development to include the review and assessment of current strategic plan, planning documents, Comprehensives Plan, Act 537 Plan, Greenway Plan and other plans to determine the full scope of the projects. He would then meet with the Board of Supervisors and work with other support staff as well as boards and commissions. He noted that he would work with the Township Manager to define current and

future capital improvement needs and prioritize those needs. He would then identify the revenues and expenditures that would support any part of the budgeting process.

Mr. Crissman questioned what the time frame would be for Phase 1. Mr. Truax answered, if he would be looking at Federal funding opportunities, the first opportunity would be to review the annual appropriations cycle at the Federal level. Mr. Crissman questioned how long it would take DDG to complete the assessment of the Township's needs. Mr. Truax suggested that it would be a three to four month effort, but items in Phase 2 may be concurrent with the work from Phase 1 due to certain funding opportunities. He noted that Phase 2 may take a minimum 12-month time period due to the nature of the funding cycles. He noted for Phase 2, the Strategic Plan Implementation, the objective would be to develop and deploy a public funding strategy.

Mr. Truax noted that for funding opportunities, the 2011 Federal Appropriations Cycle would be from January 2010 through September 2010; Federal Transportation Bill Reauthorization has occurred on the House side, but is waiting for action from the Senate; Stimulus funding started in 2009, but the peak level of funding would occur in 2010, with \$108 billion pumped into the economy, noting that there are a lot of stimulus grants available for municipalities. Mr. Crissman noted that an award is not much help if there are no appropriations to go with it. Mr. Truax noted that many of the funding requests are long-term and that is why many of their clients maintain a long-term agreement with DDG. Mr. Johnston noted that this is the major difference between developing a Capital Improvement Plan and having a prioritized list and coupling it with an implementation strategy. He noted that this is the point where you begin to move the process forward. He noted that many firms can do the planning process, but he did not know of any firm that can do both pieces as well and as coordinated as DDG. He noted that DDG has a proven track record and have perfected it to the point that DDG's clients do not expect them to be in a static mode. He noted that having a priority list is important in case something further down the list has available funding, then, they would address that item, and not just wait until it moves up the list.

Mr. Truax questioned if there would be PA DCNR C2P2 Green Grant Program principles partnership funding from DCNR. He noted that they have not let out any guidelines, but with the Land Water and Conservation Federal Funding, and other types that are backfilled, based on the current readings from DCNR's website, it appears that there will be a C2P2 program in 2010. He

noted that DCNR is going to apply green grant program principals to the C2P2 for sustainable energy type projects and green type programs. He noted that the application deadline for PA DCED CFA H20 programs is June 2010.

Mr. Truax noted that the fee schedule is either a time and materials structure or a monthly retainer. He noted that the time and materials fee schedule would be applied to the planning efforts and it would be based upon a fixed scope of work based on tasks. He noted that based upon those tasks, it would help to identify the not-to-exceed compensation limit. He noted that the public funding phase is based upon a monthly retainer because it is a long-term engagement due to the various cycles of funding opportunities. He noted that the level of applications would determine the level of the monthly retainer. He noted that it would also define a not-to-exceed compensation limit.

Mr. Truax noted, if the Township was interested in initiating the work in January, he would like to provide a contract that would have that scope of services, provide the staffing requirements, and project deliverables, as well as the compensation and the schedule of performance for the process. He noted that when the contract is signed, it would serve as the notice to proceed, and he would recommend, at least, a 12-month engagement with DDG.

Mr. Truax noted that the reasons the Township should select the DDG is because it has experience and knowledge of the Township, expertise in municipal service, community and economic development services, it is implementation focused, and results driven, and has a proven track record of over \$500 million in public funding secured.

Mr. Hawk questioned, if he was to pick up the phone and call Mr. André or Mr. Negley, what they would tell him. Mr. Truax answered that they would provide a positive review of DDG. Mr. Santoro noted that the length of engagement in Cranberry Township speaks for itself.

Mr. Hawk questioned what DDG was finding with the current economic situation with problematic budgets for the next couple of years,. Mr. Truax answered that for the 2006 appropriation cycle, anyone who put in a request for funding received some award. He noted in 2007, they suspended the appropriations cycle, and in 2008, it was feast or famine. He noted that the projects that received awards came down to the type of strategy, and the type of communications effort. He noted that you have to ensure that the legislators and staff who do the paperwork are well attuned to the merits of the project. He noted that much depends on the

overall community impact and benefit that the projects have in respect to economic development and job creation. He noted that the stimulus funding has many challenges as well.

Mr. Truax noted that the local funding has much to do with getting projects implemented, by way of partnership with private or local government budgeting. He noted that it is better to have the local government invested in projects and not just seeking 100% funding for those projects.

Mr. Crissman questioned how much staff is delegated to Federal grants versus State grants Mr. Truax answered that his staff has been in the business for a long time, and he employs former staff members from federal legislators, noting that both Mark Carmel and Scott Tochterman, and other staffers have worked for State legislators. He noted that all the employees have become experts after working on the various projects, and members of the firm are located in Harrisburg and Washington, D.C. and they have established the strategic relationships with the legislators and State agencies. He noted that his firm goes after Federal, State, and Public funding sources to build a budget for implementation. Mr. Johnston noted that they have the relationships with the staff as well as the legislators. He noted that they are not pure lobbyists, noting that they would shop a project to all the agencies that could fund it. Mr. Truax noted that when they are trying to sell a project, he will take the client to Washington to speak with the legislator and staff. He noted that it shows that the consultant is leading the way, but the client is the one who has to sell the project to the legislator. He noted that he has taken clients from the State of Washington to Washington, D.C. He noted that Mark Carmel formerly worked for Senator Spector and knows many of the staff members in Washington. He explained that Mr. Carmel keeps his fingers on the pulse of what is going on in Washington, and it is DDG staff who brings him the specific projects and he provides the specific direction to focus on. He noted that DDG can provide constant communication with what is going on in Washington, D.C.

Mr. Seeds noted that DDG worked with the Township on the Village of Linglestown Project. Mr. Wolfe noted that he and Mr. Sutor went to Washington a few times accompanied by Mr. Tochterman for that project. Mr. Seeds noted that there was a completely different team from DDG working on the Linglestown Project. Mr. Santoro explained that they have added more employees to the team as they now employ over 70 employees. He noted that the turnover rate for DDG is around 1%.

Mr. Hawk questioned if DDG would look at the strategic plan and prioritize it. Mr. Truax answered that he would review the plan and together they would prioritize the list. He noted that dependant on the funding opportunities, the implementation process may include a lower item moving up the list due to current funding opportunities. He noted that it is always about what funds are available to get the job done. Mr. Hawk noted that the end result would include which project has the most opportunity to get funded. Mr. Truax noted that once the Strategic Plan is developed, Phase 2 must determine how to move it forward. He noted that there are a variety of funding strategies that must be looked at to determine what suits the plan best.

Mr. Johnston noted that many municipalities get hung up on the number list and are paralyzed with inactivity. He noted that in many cases municipalities miss the fact that they could have gotten funding for number ten, but instead only concentrating on number one. He noted that the Board members are judged on their actions and what they do for the community, and it is really important to have a practical approach. Mr. Hawk noted that it is important that the projects are practical, doable, and move the Township forward in a good way.

Mr. Seeds noted that the Board would have to find money to hire DDG since the budget is so tight.

Mr. Hornung noted that when you look at the progression of development in a city, as it grows out, it leaves behind a blighted community. He noted that you look at your neighboring communities and see that they are making the same mistakes that you did 20 or 30 years ago. He questioned, what mistakes the Township is currently making that ten to 15 years from now, will beg the question, "what were they thinking". He questioned what the current development would look like 20 years from now. He explained that the Colonial Park Mall is an example of the 20 year cycle that businesses go through. He noted that Kmart is another example. He noted that businesses and areas lose their luster after a while, and once this occurs, it is very difficult to turn things around. He noted that for many of the small areas that are struggling, it is hard to push back the blight. Mr. Johnston noted that downtown Williamsport was suffering from urban collapse in terms of residential housing in the downtown area, and commercial and family-owned businesses. He noted that many businesses aged and then closed down. He noted that Williamsport looked at a 20-year plan for what the downtown should look like. He stated that the fruits are starting to pay off as retailers are reinvesting in downtown, mostly because they can focus on the cores infrastructure that makes it attractive to push out to a Greenfield, to build a

new Kmart as opposed to reuse of an existing location. He noted that they focused on how to remove the existing blight, and added the infrastructure to make it attractive to have a modern nine screen movie theater move in downtown. He noted that this was modeled over a 20-year period to stay ahead of the curve. He noted that by modeling they saw the vision of what they wanted to occur in 20 years as opposed to being reactive to a very bad situation.

Mr. Santoro noted that the same situation occurred in Cranberry Township. He noted that the older retail core was experiencing many vacant buildings, being 20-plus years old, with much needed maintenance. He noted that Cranberry Township wanted to determine how to keep the older core more vibrant. He noted that they questioned how to provide incentives for development in those existing corridors instead of building new ones. He suggested that it may require a change for a taller building, or be more intensive in terms of coverage. He noted that the Township may need to invest in the infrastructure that the development companies have built in the past. He noted that he built a strategy for Cranberry Township based on a market analysis. Mr. Hornung questioned if they looked at economic incentives. Mr. Santoro noted that it is all part of the equation. Mr. Mitzvah noted that they have also looked out 20 years to determine what sewer lines or road improvements would be needed for future development. He questioned, over the next 20 years, what would the projected costs be to sustain the infrastructure and allowed the Township to determine what type of development they want for that area.

Mr. Truax noted that it is not only the Township looking at it, but also the private owners of those properties. He noted for Steinwehr Avenue, they worked with every property owner in that area. He noted that many of the older homes had been converted to commercial uses and the southern end of the road was strip development built around the visitor's center. He noted that they worked with all the partners to determine a common vision, and the results are that all the partners are on the same page with respect to future development.

Mr. Hawk noted that Mr. John Weston from Philadelphia does Brownfield Developments. He noted that there has to be a niche somewhere that allows you to do these things. Mr. Johnston noted that it is now called Grayfield Development, and it is less intensive as you don't have to contend with all the environmental clean up issues. Mr. Mitzvah noted that they are named after the asphalt parking lots that are no longer black but have turned gray. He noted that the secondary wave of private investment development would find its way if the right

incentive package were there to reinvest in those areas. He noted that much commercial development would also follow this line.

Mr. Hornung noted that sometimes the surrounding houses also undergo changes, and the decline in housing could not sustain the retail, therefore it moves out or closes. Mr. Santoro noted that it is a lag indicator, therefore, there needs to be a focus on the housing initiative also. He noted that you need to have the people invest and upgrade their homes. Mr. Truax noted that these were the first suburbs, and those homes that are selling in a price range that is affordable for young working families. He noted that they may spend \$150,000 to buy the home and another \$100,000 to fix it up, but it still provides for an affordable mortgage. He noted that the Township needs to market these homes as opportunities for first-time home buyers. Mr. Johnston noted that other opportunities are mixed-use development and many are occurring in the suburbs of Philadelphia. He noted that a private developer knows that if he rebuilds the community surrounding it, he would have a ready-made market for whoever will share in his experience of the mixed-use development, built on the Village model. He noted that downtown grocery stores don't exist, because they moved out with the suburban growth, however, there is left behind a untapped market of senior citizens who are eating at dollar stores since that is the only place they can buy groceries. He noted that some grocery stores are looking at a small downtown model. He noted that, in some cases, they are making a complete circle in the development cycle.

Mr. Santoro noted that small communities have a lack of focus on resources and redevelopment issues. He noted that sometimes, it calls for a focused investment in a targeted area, to spend money in one place. Mr. Johnston noted that developers chase the new development, but you need to plan for that development, because the next new development would leave you with urban blight. He noted that you need to plan how to cover the leapfrog affect for the area that will be left behind with the next wave of new developments. He noted that there is not much room for expanding developments in the Township, therefore the focus should be on how to redevelop those pockets in the core areas of the Township to make them accessible and workable. He noted that it takes innovative private developers, and DDG has connections with private developers that are looking for the unique opportunity to build mixed-use residential commercial opportunities.

Mr. Hornung questioned if DDG helps those developers in getting grant funds. Mr. Truax noted that he would develop a strategy as to how to acquire the public funding to support the

private reinvestment of the area. He noted that the public side might be doing the demolition to get the site ready, and then DDG would help the private developer with their funding and permitting. He noted that private investors can't go into legislative offices; the funding requests must come from the local municipality. He noted that they must work shoulder-to-shoulder on these types of projects much like would happen on a transportation project if a private developer would propose a shopping center or large store.

Mr. Hornung noted that after the \$5 million is spent in the Village of Linglestown to improve the roadways, it would be a prime area for a few developers to invest in. He noted that it could become an incredible little community that would revitalize the entire Route 39 corridor. He noted that it would take someone who had a lot of money to purchase the land. Mr. Johnston noted that the Village is a diamond in the rough, and noted that there is a developer who could recreate a Village in Linglestown. He noted that after the work is done, developers would be very interested in that corridor, and that now is the time to purchase the land if a developer planned to do much work there.

Mr. Hornung noted that some redevelopment has occurred, but not enough, and there is a need to have the critical mass to complete the project. Mr. Johnston noted that there is a very large investment in the public school system, and a tremendous amount of teachers who are looking for places to live, and a different quality of life. He noted that they are looking for an area in close proximity that they can call their own. Mr. Crissman noted that many of the teachers live in the one of the seven municipalities that makes up the Central Dauphin School District, and the challenge for the Township is different than Camp Hill or Mechanicsburg Boroughs. He noted that the Township does not have the things that smaller communities have that draw the people together. He noted that this is the challenge that the Township faces the most, trying to create an identity. Mr. Truax noted that Cumberland Valley School District is in the same boat.

Mr. Hawk questioned what the next step would be. Mr. Truax noted that he would want to know the Boards reaction to DDG's overall strategic approach. He would like to put together a contract instrument which would provide the terms and conditions of DDG's services, and provide a specific scope of work that would outline the phases and tasks in much greater detail. He noted that DDG would need feedback from the Township to know what it could afford to do at this time, and what the budget would support. Mr. Hawk noted that the Board could further

negotiate the terms at this point. He noted that there are many different areas in the Township that could be studied for improvements. Mr. Truax noted that the Township would need to determine what project it would want DDG to focus on. He noted that he could not provide a specific price until DDG knows the scope of services.

Mr. Hawk questioned if Mr. Truax recommended a shotgun approach or a rifle approach. Mr. Truax answered, if you are focusing on the strategic plan, for example the Linglestown Project and revitalization strategy, it would become the focus. He noted that the strategic planning process should help the Board determine where the focus should be for the overall Township. He noted that it must be determined what would benefit the Township the most down the road. He noted that Cranberry Township did a Township-wide planning process, to determine what they should be focusing on. He noted that he would recommend a more focused approach than a shotgun approach. Mr. Truax noted that he has found that his scope of services has broadened into other types of activities, to become a long-term relationship that assists in planning the work over many years. He noted that it becomes a more patient and deliberate process in terms of how DDG focuses.

Presentation by Dauphin Engineering Company regarding
municipal engineering services

Mr. Jeffrey Staub explained that in early October he became aware that the Township's current contract for engineering services would expire at the end of December. He explained that he requested to discuss the possibility of Dauphin Engineering being appointed as the Township Engineer with Mr. Wolfe. He noted that he held a very cordial meeting with Mr. Wolfe, and he suggested that Mr. Staub attend a workshop meeting.

Mr. Staub noted that Dauphin Engineering was the acting engineer for the Township from April 2004 to January 2006. He noted that Mr. Terry Grove worked with him in reviewing the Wall-Mart plans, and if the Board chose his engineering firm, he would be teaming up with Grove/Miller Engineering to provide additional services.

Mr. Staub noted that he has a great respect for the Township, and lives and works in the Township. He explained that he has developed a history of activity in the Township that has occurred over the past 30 years, involving development and Zoning Hearing Boards actions, and

he could bring these assets to the Township. He noted that he has been a member of the Zoning Hearing Board since 1994.

Mr. Hawk questioned if Mr. Staub was to become the Township Engineer, would he continue to do work for clients who live in the Township. Mr. Staub answered, with the exception of one client, he has expressed to his other clients his desire to become the Township Engineer, and they are supportive of this move. Mr. Hawk questioned if they were supportive of losing him as their engineer if he did work for the Township. Mr. Staub answered that they were aware, if he was appointed the Township Engineer, he could no longer work for them. He noted that they all understood this position. Mr. Hawk noted that Mr. Staub had given this change some serious consideration. Mr. Staub noted that in 2005, he was very interested in becoming part of the process for the selection of the Township Engineer, but the transition from private work to municipal work would have been too costly to him at that time. Mr. Seeds questioned if Mr. Staub would give up all his clients that would have projects in the Township. Mr. Staub answered yes, except for one, noting that he is working on a project on Devonshire Heights Road for Marty Schoffstall. He explained that he is in the process of reapplying for a zoning change to allow for retirement living on the eight-acre tract.

Mr. Seeds questioned how an appointment as the Township Engineer would affect his position on the Zoning Hearing Board. Mr. Staub noted that Mr. Turner, the Zoning Hearing Board attorney indicated that there would be no conflict back in 2004 through 2006. He suggested that he could participate on that Board, but not as the Chairman. Mr. Seeds suggested that he would have less conflict than in the past. Mr. Staub stated that he has had to recuse himself four or five times in the past year.

Mr. Crissman noted that Mr. Staub never mentioned the pro-bono work that he did for the Township, for instance, the Friendship Center. He thanked him for that work. He questioned if attending the Township meetings would be covered by the retainer contract. Mr. Staub noted that it is not his intention to have a retainer, but be paid on an hourly basis. Mr. Seeds questioned if Mr. Staub would be doing the work or someone else. Mr. Staub answered that it would be he unless he was on a vacation trip. He noted if he was unavailable, Mr. Randy Allen would be doing the work. Mr. Seeds noted that there have been very few plans before the Board in 2009. Mr. Staub noted that most of the plans were lot line adjustments. Mr. Grove also noted that he would not do work for private clients in the Township. Mr. Seeds questioned if there would be a

contract with Mr. Grove. Mr. Grove answered that he would be a subcontractor doing work with Mr. Staub.

Mr. Hawk questioned if Mr. Staub submitted a formal proposal. Mr. Staub answered that he only submitted the letter of request.

Mr. Blain questioned Mr. Staub why he is looking to do this now. Mr. Staub answered that the viability of Dauphin Engineering is a concern of his and with private work at its current level, it would be a good opportunity for his firm to continue into the future. Mr. Blain questioned if he would turn away the private work if it returned to the previous levels and stay loyal to the Township even though he could make more money with the private work. Mr. Staub answered yes; noting that the 20 months that he was the Acting Township Engineer was an enjoyable time in his life. He noted that he became aware that HRG, Inc.'s contract was coming to an end and that is why he requested to make this presentation to the Board. Mr. Grove noted that six months ago, his work slowed down. He explained that he currently represents Hampden and East Pennsboro Townships, and has decided that he would like to have a stronger municipal base. He noted that when Mr. Staub approached him, it was exactly what he was looking for. Mr. Seeds note that there is more development in West Hanover Township, and that would afford more opportunities for both firms. Mr. Staub noted that he does not anticipate any work in the Township in the near future.

Mr. Hawk questioned if the agreement with HRG, Inc. included a clause that if there were any work within the Township, it would be brought to the Township's attention for a yes or no consideration. Mr. Wolfe answered that he believed that was the way the contract was written.

Mr. Hawk questioned Mr. Stine if Mr. Staub should make a written proposal to the Township. Mr. Stine answered that it would be the next step.

Mr. Blain questioned Mr. Staub what other municipalities he was representing. Mr. Staub noted that he has done intermittent work over the past 15 years for Susquehanna Township and their Authority.

Mr. Hornung questioned if the Township would get a phone call from Mr. Staub in the middle of two-year agreement, explaining that a client wanted him to work on a huge project, and he would be signing off as the Township Engineer. Mr. Staub answered that the contract would be what it is. Mr. Hornung suggested that, maybe in the future, Mr. Staub might want to return to private work.

Mr. Seeds questioned how Mr. Staub could remain on the Zoning Hearing Board as the Township Engineer if a plan from his firm came before the Board. Mr. Staub noted that the only time he would have to wear two hats is when there is a floodplain variance, where the Township Engineer may have to evaluate a floodplain study that the applicant has submitted. He noted that an outside consultant would have to make that review. Mr. Seeds questioned how many of those requests come before the Zoning Hearing Board. Mr. Staub noted that the Board had one this past year, and a second one two years ago. Mr. Seeds questioned if the engineer from HRG, Inc. attends the Zoning Hearing Board meetings. Mr. Staub answered that Mr. Fleming did a review letter of the floodplain variance along Colonial Club Drive, but he did not attend the meeting.

Mr. Seeds questioned if Mr. Staub could save the Township some money. Mr. Staub answered that he believed that he could. He noted that he could save the retainer fee if HRG, Inc. is charging one. Mr. Seeds questioned if there would be a conflict with Mr. Staub being on the Zoning Hearing Board and being the Township Engineer. Mr. Stine answered that he never looked at that issue, so he could not say. He suggested that it could cause an issue if a person who is requesting a variance questioned that a paid consultant of the Township is a member of the Zoning Hearing Board, which is an independent quasi-judicial body. Mr. Wolfe noted that there are alternates on the Zoning Hearing Board. Mr. Seeds questioned how often that would be an issue. Mr. Staub noted that nine out of ten variances involved encroachment on setback lines. Mr. Seeds noted that other requests are for signs. Mr. Staub noted that sign variances are very rare due to Ms. Cate being on the Board.

Mr. Crissman suggested that he would like to see a formal proposal from Mr. Staub. Mr. Hornung noted that he has worked with Mr. Staub and other firms in the Township, and there is no comparison in the work that he does at a price that is extremely reasonable.

Mr. Crissman questioned what the time-frame would be for Mr. Staub to get a proposal to the Township. Mr. Wolfe answered that it should be as soon as possible, noting that the Township is not required to make the appointment at the reorganizational meeting in January. Mr. Staub noted that he could have a proposal to the Township by Friday. Mr. Hornung noted that the issue would be cutting ties with the current provider of engineering services. Mr. Seeds noted that HRG, Inc. should be provided an opportunity to make a presentation. Mr. Hornung noted that HRG, Inc. must be notified to make a presentation if it so desires.

Mr. Blain noted that it is important that no preferences be made by any Board members at this time. He noted that there should be no further discussion on the issue, and he noted that his mind is not made up at this time. He noted that HRG, Inc. has been the engineer for 30 years, and he would not want to mislead Mr. Staub or Mr. Grove in any way. He suggested that both Dauphin Engineering and HRG, Inc. should make proposals to the Township. He noted that the Board members must be cautious in their discussion at this time. Mr. Hornung noted that HRG, Inc. should be told that they may not be the appointed engineer in 2010, and it would precipitate their presenting a proposal to the Township.

Mr. Staub noted that he understands that the Township is only requesting him to make a formal proposal at this time.

Review of the South Central EMS 2010 budget and 5-Year Plan

Mr. Wolfe explained that he, Mr. Hornung and PSD Johnson have met on two occasions with representatives from South Central EMS (SCEMS), and as a result of those meetings, Mr. Barry Calhoun provided a budget and a capital plan to the Township. He noted that he reviewed the documents in great detail with Mr. Calhoun, and it resulted in several concerns in regard to the budget and the capital plan. He noted that he thinks that SCEMS has underestimated the costs associated with the maintenance of their vehicles, overestimated revenues, specifically in ALS Transports. He noted that they provided a balanced budget, and they are not asking for additional revenues from any of the participating municipalities in the upcoming fiscal year.

Mr. Hornung noted that SCEMS listed a 50% increase in ALS Transports, even though they have not started the program. He noted that they have had some increases, but they almost double their income in the budget from what was projected in 2009. He noted that they did experience an increase of 30% in 2009, and they are now projecting another 50% on top of that in 2010. Mr. Crissman noted that there is no past information to show their history or trends. He noted that they predicted a decrease in the gasoline consumption and the same maintenance costs even though they will have a 50% increase in ALS transports.

Mr. Seeds noted that this is not the same budget that was presented to the SCEMS Board for approval. Mr. Blain questioned why they would pad their budget since they could go back and request more funds from the municipalities. Mr. Crissman questioned if Mr. Wolfe thought this was a good budget. Mr. Wolfe suggested that Mr. Calhoun is budgeting to maintain his

longevity through to retirement, noting that he does not want to request more money from municipalities.

Mr. Hornung noted that Mr. Calhoun wants to spend \$25,000 to hire a fundraiser to do fundraising for him. He suggested that this budget would allow him to do so, in hopes that it would raise enough funds to keep the operations going. He noted that PSD Johnson pointed out many areas of concern, noting that they have similar vehicle operations and manpower issues. He explained that PSD Johnson noticed an underutilization of manpower. He noted that the Board's problem is how to get the SCEMS operation to run more efficiently. He noted that there is a huge potential in savings in sharing firehouses, however, Mr. Calhoun has adamantly refused to do. He noted that Mr. Calhoun wants to upgrade the Peach Street site. Mr. Wolfe noted that this is not included in the capital plan.

Mr. Crissman questioned how someone builds a budget without showing the last two or three years of actual expenditures. He noted that there is no way to see any trends. Mr. Seeds noted that he never shows the comparatives. He explained that he always asks many questions, but never gets anywhere at the meetings.

Mr. Hawk noted that Ms. Stapf seems to know more of what is going on in regards to the budget. Mr. Hornung noted that Mr. Buchle is also aware of the operations. He noted that the Township is very limited in its ability to control the situation that could enhance the profit picture. Mr. Seeds noted that the numbers provided to the Board of Supervisors are different from the numbers provided to the SCEMS Board.

Mr. Seeds noted that Mr. Calhoun included the \$25,000 to hire a consultant for fundraising.

Mr. Wolfe noted that he wanted the Board to be aware of what was going on and he and Mr. Hornung and PSD Johnson would be meeting with SCEMS staff in March 2010, to continue to put pressure on them to make some good decisions.

Mr. Hornung noted that a good working relationship between Ms. Stapf and PSD Johnson is good in that it may help to resolve some issues that may bring some progress in the better utilization of their equipment and manpower.

Mr. Seeds noted that he never saw the Five-Year Plan before and it was never presented to the SCEMS Board. He noted that it does not look bad.

Status report on 2010 Budget Preparation

Mr. Wolfe noted that there were some remaining questions left unanswered during the past budget workshop session and he wanted to update the Board members on those questions. He noted that it was asked how much additional compensation would be required to raise the administrative employee's salaries that are not making the minimum compensation. He noted that the employees in question are five Friendship Center (FC) managers. He noted, to raise the five managers to the minimum management level pay rate of \$36,416.00, it would require an additional \$23,103.00 in the 2010 operating budget for the FC. He noted that the five individuals are compensated \$6,400 and \$1,500 below the actual minimum for their position. He noted, in the past two years, steps were taken to provide these individuals with additional compensation to get them closer to their Grade Nine employee rate. He noted that it is an entry level position and they can't be hired at the minimum because they would be hired at a rate that is higher than the existing employees. He noted that most employees work two or three years and then leave.

Mr. Wolfe noted that the Board requested him to prioritize the projects in the 2010 General Improvement Fund budget. He explained that he ranked the projects in the following manor without staff's input: Linglestown Road Project (\$400,000); EECEBG/DCNR project (\$292,000) Stormwater projects (\$383,190); Linglestown parking and alleys (\$150,000); Compost Facility berm (\$35,000); Traffic Signal Program (\$50,000); George Park, Phase IV (\$153,000); Financial Management System (97,010); Road Improvement Program (\$70,000); and design services for equipment wash center (\$15,000).

He explained, if the Township does not move ahead with the EECEBG/DCNR projects, it would lose the funding. He noted that the conditions of the older stormwater systems are very bad, and if the Township does not start to invest in it now, it will have significant problems in the future. He noted that the Linglestown parking and alleys issues were part of a significant discussion held during a previous meeting. He noted that the compost berm is for the Kendale Oaks property, noting that the dirt has been stockpiled. He noted that the Traffic Signal Program includes the preemptors for additional traffic intersections, and for the dedicated left-turn lane at North Mountain Road and Lockwillow Avenue. He explained that part of this project has been paid by the hotel developer.

Mr. Seeds questioned if all of these projects are included in the budget. Mr. Wolfe answered yes. He noted that he only provided his priority ranking for the projects. He noted as

funds become available or do not become available, then the ranking would have to be revised to determine what the Board wants to do.

Mr. Wolfe noted that the Township's Actuary for the two pension plans has prepared a revised actuarial valuation report as of January 1, 2009. He noted that using the 2007 valuation, the MMO would be \$836,166; however, using the 2009 valuation, it would be \$1,359,216. He noted that the Township's pension plans qualify as "Level 1 distressed" under Act 44, and the MMO using Act 44 would be \$1,223,298. He noted that the Board budgeted \$925,000 in the 2010 budget and would not make the MMO for either 2009 valuation, but it would be more than enough for the 2007 valuation which the Township would be allowed to use for 2010.

Mr. Wolfe noted that there is the issue of employee contributions to pension plans. He noted under Act 195, the current bargaining agreements in place with the AFSCME employees allow for a pension contribution of 2.5%, and a small number of employees under an older plan that pay 1.4%. He noted that police officers in Pennsylvania are a little different, in that contributions to a pension plan are not a mandatory topic of negotiations. He noted that they are required by Act 600 if a municipality has to put local funds into the police pension fund to fund its obligation. He noted that police officers must contribute to the plan, prior to the use of local funds.

Mr. Wolfe noted using the 2009 actuarial valuations; the Township MMO is \$715,217 for the police plan. He noted that the State Aid total for both plans is \$640,000 leaving a deficit of \$75,217. He noted that the Board could implement employee contributions by police officers to the pension plan. He noted that the Township has arbitrated this issue and taken its case to the Court of Common Pleas and the Commonwealth Court. He noted that the decision handed down in 1998 allows the Board the right to determine without negotiation, employee contributions to the police plan. He noted that the MMO for the police plan must be based upon actuarial valuation. He noted that the Police would have the right to conduct their own actuarial valuation, and an arbitrator would have to decide which valuation to use. He suggested that Mr. Stine should review all this information and report back to the Board members during a future meeting. He noted that the Board could institute Police contributions to their pension plan, go to arbitration, and nothing would be withheld until a decision was made, or it could inform the police officers that the Board would implement police pension payments, based upon the

numbers and may end up in arbitration. Mr. Seeds questioned how long that would take. Mr. Wolfe answered that it could take up to a year for a decision.

Mr. Wolfe explained that he received the actuarial number for 2009 under Act 44 today, and they were not as low as he thought they would be. He noted that for 2009, police employee's contributions could be implemented. He suggested having Mr. Stine review the previous case law that has been established in Lower Paxton Township and report back to the Board.

Mr. Crissman questioned if staff could determine what the cost would be for the police officers to make up the \$72,000. Mr. Wolfe noted that he could have staff determine that figure. Mr. Wolfe noted that Act 600 permits contributions up to 5% of their salary. He noted that it could be reduced, but it could not be more than 5%. He noted that it is not a bargainable obligation to reduce the pension payment from 5% to a lower rate. Mr. Wolfe noted that 5% would exceed the amount needed to make up the \$72,000 shortfall, nothing an annual payroll of \$4 million.

Mr. Hawk questioned how much was funded by the Township. Mr. Wolfe answered that the Township, according to Act 44, is a "Level One distressed municipality". He noted that the pension plan is under funded by 70% to 80%. He noted that this figure covers both pension plans, and this situational is a state-wide occurrence. He noted that most municipalities that had valuations done in January 2009 had some level of distress.

Mr. Hawk questioned if there was an option like freezing the plan. Mr. Wolfe questioned what Mr. Hawk meant. Mr. Hornung noted that the plan could be changed by negotiations. He noted that a plan is frozen by the benefits that are provided, doing a mathematical analysis to determine the costs of those benefits. Mr. Stine noted that it is a defined benefit plan. He noted that you would have the actuarial valuation completed to determine what funds are needed on a yearly basis. Mr. Wolfe noted that the non-uniformed employees understand the contribution concept as they are currently doing that now.

Mr. Wolfe explained that in order to request contributions from the police officers, the Board would have to use the 2009 valuations. He noted, to his understanding, this is not a negotiable issue and management would have the right to chose what valuation it wants to use. Mr. Seeds questioned if the police officers would have to contribute to the plan, before the Township would have to make up the difference in the MMO. Mr. Wolfe answered that was correct.

Mr. Hornung questioned if the Township is mandated to make up the cost difference. Mr. Wolfe noted for 2010, the Township can choose how it wants to determine the pension costs. He noted that the budget was based upon the 2007 valuation of \$836,166, and the Township budgeted \$925,000 for 2010. He noted using the 2009 valuation numbers, without Act 44, the pension requirement is \$1,359,216; however, using 2009 valuation with Act 44, the costs are \$1,223,298. He noted that legally, the Township is permitted to use the 2007 valuation numbers. Mr. Seeds noted, if the Township does not put enough money in the fund, it would just get further behind. Mr. Blain noted that is true unless the investments do much better. Mr. Wolfe noted that the Township would be required to collect police contributions to the plan in 2011. He noted that the Township would have to use the 2009 valuation numbers, since it is mandated by Act 205. Mr. Wolfe noted that the valuations are completed every other year and the next one will be completed in 2011. He noted, for the 2011 budget, the 2009 valuations must be used, however, for this year the Township could use either the 2007 valuation or the 2009 valuation. Mr. Wolfe suggested that the Township start discussions with the police union now.

Mr. Wolfe noted that the budget, as it is currently prepared, has a \$107,410 of unallocated funds. He noted if that would hold through until next year, the Board could divert extra funds into the MMO for the pension plan. He noted the Board must act by resolution to eliminate police pension contributions by January 31, 2010.

Mr. Crissman noted that the turnover rate for the FC managers is constant. He explained that the current employees are not being paid at the minimum salary, therefore, new hires cannot be paid at the minimum salary. He noted that the FC managers must be paid the minimum salary. He noted that the Township created salary schedules, and every employee hired should be at the minimum salary. He noted if it can't be done this year, then the salaries should be raised a certain increment for each year until the minimum salary is attained. Mr. Seeds questioned if there was enough money in the FC budget to bring all the managers up to the minimum salary. Mr. Wolfe explained that the Township has been providing extra money to try to accomplish this goal for the past few years.

Mr. Hawk questioned if the employees know what the minimum salary is. Mr. Wolfe answered yes. He noted that they have been told that the Township would work to make them whole over time. He noted that it is based on the salary analysis that was completed in 2004.

Mr. Hawk questioned how much the Township could spend to get those employees close to their minimum salary range. Mr. Wolfe noted with the past year's fiscal history, he would suggest a total of \$5,000, paying each employee \$1,000 each. Mr. Crissman noted that there is a constant turnover of employees for this position. He noted that he would be fine with this as long as the goal is to get them to the minimum salary range. Mr. Wolfe noted that the minimum salary for the position is \$36,416, with the highest paid employee receiving \$34,455. He noted that paying the additional \$1,000 would still not achieve the goal for even the highest paid manager. He noted that he would recommend an additional compensation of \$1,000 per employee at this time.

Mr. Blain questioned how many people have resigned from the manager's position. Mr. Wolfe suggested that the FC loses two positions a year, noting that it is an entry level job. He noted that most of the employees are in their mid-20's. He noted that the FC hired two employees this year that are older, one who has been a part-time employee for a long time. Mr. Crissman noted that one employee moved to Derry Township to work for their Parks and Recreation Department. Mr. Blain questioned if the Township is losing employees since they are not paid the minimum salary or because they have been offered better opportunities working somewhere else. Mr. Crissman answered that they are getting better opportunities by receiving a better pay rate. Mr. Blain noted, on average, the employees are \$5,000 off the base scale and he questioned if people are leaving because they are getting better opportunities for advancement. Mr. Crissman answered that they are leaving for both reasons. Mr. Blain questioned if the employees were paid the minimum pay scale would it mean that they were going to stay. He questioned if it would end the turnover rate. Mr. Crissman noted that once the employees reach the minimum pay rate, the next person hired would be paid the minimum, and this could provide more longevity in employment. He noted, when you have rapid turnover, there are major problems. Mr. Blain questioned the average employment time period for most employees. Mr. Wolfe suggested that most employees stay for two years. He noted that the most senior manager has been employed for two to two and a half years. Mr. Blain questioned what would be the manager's next step up the scale. Mr. Wolfe answered that it would depend on the abilities and qualifications, noting if Lynn Wuestner would leave, the employee may consider her job. He noted that most employees do not have enough experience to do Ms. Wuestner's job as they don't stay with the Township long enough. He noted that there is no turnover in the upper level

positions at this time. Mr. Blain suggested that it does not matter what the managers are paid, as they take the position to get the experience they need for a year to go to another municipality or to do something else. He noted if it was important to get the salaries to the minimum wage for advancement, he would agree with the increase in wages, and he suggested that getting the employees to the minimum salary would not necessarily accomplish what the Township is trying to do. Mr. Hawk noted that someone will leave to take advantage of a better opportunity.

Mr. Crissman noted if the Township is not going to pay the minimum salary, then it should revisit its salary schedule. He noted that there is no point having a salary schedule and the entire plan should be shoved out the window. Mr. Blain noted that it is not the point that he is trying to get to as he stated that the salary schedule is good. He noted that you don't put a schedule together without some type of advancement to go with it. He noted that there is no track of advancement for the managers. He suggested that it must go hand-in-hand to provide some type of opportunity. Mr. Hawk noted that he agreed with Mr. Blain. He noted, if an employee wanted to move up within the FC organization, he would dedicate himself to do that, noting that if another outside job opportunity came along, he might take it anyway. Mr. Crissman noted that this is simple, the Board approved the administrative wage scale, and it should not matter whether a person chooses to move higher or lower or to another job. Mr. Blain noted that this is an example of the difference between the private industry and government. Mr. Seeds stated that each employee should receive an additional compensation of \$1,000 each. Mr. Blain stated that he would be fine with what everyone else is doing. Mr. Hornung noted that he would not want to raise all five employees to the minimum level in 2010, however, the argument of trying to get a better employee when a new person is hired is not appropriate in the present economic conditions since the number of people looking for jobs is incredible. He noted that the Township would not be able to keep those people once the jobs open up. He noted for longevity purposes, you do have to get the pay rates up to the minimum level so when the economy changes, the personnel will stay with the job. He noted that bringing a new person on board costs a minimum of \$5,000. He suggested that something should be done to prevent the purge of qualified employees who are leaving the job to work at other townships. He noted that he did not have a problem with providing a raise for the five employees this year. Mr. Wolfe noted that although there are no promotions, the employees are given increased responsibilities to keep employees active and involved. He noted that the employees are hired for a specific function. He noted that

the managers' main responsibility is to ensure that the building is open 24/7. Mr. Crissman noted that the important issue for him is to get the salary up to where it meets the Township rate schedule. He noted that he supports doing this in incremental steps. He questioned Mr. Wolfe what the FC budget could accommodate. Mr. Wolfe answered that the FC budget has a reserve of \$68,926. Mr. Blain noted, if the money is there, to move ahead and provide the five employees a raise. Mr. Seeds questioned how much. Mr. Hawk noted that \$1000 per employee would be fine.

Status report on the Verizon EG TV Channel

Mr. Wolfe noted that John Trish appeared at a recent Township meeting questioning when he, as a Verizon customer would be able to view the Township meetings from his home. He noted that after some research, Verizon stated that they were waiting for an official request for services from the Township. Mr. Wolfe explained that he provided Verizon with the request, and as a result they have 120 days from November 2, 2009 to provide the service. He noted that the Township would have a dedicated channel to broadcast the Board meetings sometime in the first quarter of 2010.

Mr. Wolfe noted that unlike Comcast that is shown on Channel 20, which is shared by the East Shore communities and programmed by the City of Harrisburg, the Township would get a Verizon channel dedicated to the Township. He noted if all that is broadcast is two meetings a month, then there will be a ton of dead airspace. He explained that the Township's channel would only be seen by the residents of the Township. He noted that Comcast, as part of its new contract, would be migrating to a similar environment as well.

Mr. Wolfe provided a description of what an Educational and Government (EG) Channel is. He explained that he was a member of the EG TV Committee with the Capital Region Council of Governments, and when one vendor exerted more influence with the members, he pulled out of the effort. He noted that the COG has not done anything with this issue since that occurred. He noted, if the Township does not do something when the Verizon hookup is made, the channel would be blank most of the time. He noted the Township would be wasting a valuable resource.

Mr. Wolfe explained that two companies can program the content for the Township providing a professional product for a relatively low cost. Mr. Hornung questioned if the students

from Central Dauphin School District or Harrisburg Area Community College could become involved in this project.

Mr. Crissman explained, when he is staying in Brigantine, New Jersey, he can watch their channel that displays a constant scroll of information. Mr. Wolfe noted that that product is old school, and he was talking about a professional channel. He displayed an example of a channel product for the Board members. He noted that the minimum monthly fee could be supported through monthly service announcements for advertising. He noted that the other channel Mr. Cohen was involved with did not allow public service announcements. He noted that having local businesses advertise would add to the community spirit. He noted that there are two models available at this time and he prefers TelVue. He noted that some of the information is canned program, but they also bring in national public service announcements. He noted that Innermedia is in the business of private television networks and they are now branching out to EG TV. He noted that they do many hotel channels. He explained that none of the municipalities have activated the Verizon EG Channel yet, and when the Township does, it needs to be prepared.

Mr. Seeds asked Mr. Wolfe what he recommended since he was the chairman for the COG Committee. Mr. Wolfe noted that the TelVue product is cheaper and better. He noted that he could ask both companies to provide a demonstration for the Board members. Mr. Seeds suggested that it would be a good idea. He noted that he would try to schedule this for the January workshop meeting.

Mr. Hawk noted that Mr. Gladstone does something similar with local advertising. Mr. Wolfe noted that you can do public service announcements, but no advertising. Mr. Crissman noted that the Township could use the station it to sell FC memberships, and advertise the programs for the Parks and Recreation Department. Mr. Wolfe noted that the channel could televise the local school's sporting events.

Mr. Hawk suggested that Pennsylvania State Association of Township Supervisors (PSATS) could also provide information to fill the channel time.

Improvement Guarantees

Mr. Hawk noted that there were four improvement guarantees.

Meadowview Village

A reduction in a bond with Lexon Insurance Company, in the amount of \$51,864.51, with an expiration date of December 8, 2010.

Snow and Vespignani

A release in a letter of credit with Centric Bank, in the amount of \$61,638.61.

Linglestown Life – A United Methodist Church

A new letter of credit with Centric Bank, in the amount of \$344,900.00, with an expiration date of December 8, 2010.

Dauphin County VOA Living Center

A reduction in a letter of credit with Citizens Bank, in the amount of \$4,300.00, with an expiration date of November 2, 2010.

Mr. Crissman made a motion to approve the listed improvement guarantees. Mr. Blain seconded the motion. Mr. Hawk called for a voice vote, and a unanimous vote followed.

Adjournment

There being no further business, Mr. Crissman made a motion to adjourn the meeting. Mr. Blain seconded the motion, and the meeting adjourned at 9:21 p.m.

Respectfully submitted,

Maureen Heberle
Recording Secretary

Approved by,

Gary A. Crissman
Township Secretary