

March 11, 2021
7:00 PM

The regular meeting of the Monroe Township Board of Supervisors was called to order by Chairman Kehoe. The meeting was held in a hybrid format due to the COVID-19 pandemic. The Pledge of Allegiance was said by all.

ATTENDANCE

Philip Kehoe, Chairman
A.W. Castle, III, Vice Chairman
Carl Kuhl, Supervisor

Greg Rogalski, Engineer
Mike Pykosh, Solicitor
Karen Lowery, Secretary

SPEAKERS FROM THE AUDIENCE - None

CONSENT AGENDA

1. Approval of Minutes – February 11, 2021 – Regular Meeting
2. Roadmaster's Report 2/1/21 – 2/28/21
3. Engineer/Zoning Officer's Report 2/1/21 – 2/28/21
4. Reaffirm Davis Country Living Plan
5. Approval of Bills (as prepared)

Mr. Kehoe asked if the MS4 classes were inspector classes or continuing education. Mr. Hertzler said he and Damon took a continuing education class and then Damon took the certified inspector class.

Mr. Kehoe asked why camera work was done for a lateral on Kuhn Road. Mr. Rogalski said this was in the new section and as builts were never provided, so we located the lateral for new builds.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors, it was duly RESOLVED to approve the Consent Agenda items as listed, with minor edits to the minutes.

OLD BUSINESS

LEIDIGH PARK VANDALISM

Mr. Rogalski stated that today he received a quote from Mike Castles at DWS. The price is right for the cameras, but doesn't include the Comcast work that would also need to be done. He would like to know if the Board would like him to pursue this option. Mr. Kuhl asked if the cameras are able to be moved and if they have enough clarity to record license plate numbers. Mr. Kehoe said there is risk of the problems continuing if not addressed. The Board agreed to have MR. Rogalski explore the quote and answer any questions that were shared.

FIREHOUSE EXTERIOR REHABILITATION

Mr. Rogalski and Mr. Hertzler did a field walk around the outside of the firehouse. The list Lobar had provided were valid and there were also some other areas of concern, such as the foundation block near at the rental hall side. The building needs to be painted and he agrees, but there are other items that are more important and need to be addressed first. He suggested laying out a plan to allow us to fix or repair these items over the next 3-5 years.

SPEAKERS FROM THE AUDIENCE - None

NEW BUSINESS

PORCHES AT ALLENBERRY PLAN MODIFICATION

Mr. Rogalski said that the developers would like to move the club house away from Boiling Springs Road to a more centered location in the development.

Mr. Pykosh said that the plan was approved and recorded, and according to section 306 of the Subdivision Land Development Ordinance adjustments can be made if there was a mistake. This is a change, not a mistake, so procedurally the change should go to the Planning Commission for a recommendation and then to the Supervisors for approval. The club house would still be located in a planned common area.

Mr. Kehoe was concerned about the unintended negative impact there could be on the next street down. He added that this is a private club house so there wouldn't be parties and bands at all hours. Mr. Pykosh said the Planning Commission could vet all of the out.

CLOUSER ROAD PETITION

Mr. Rogalski said that he had met with a few of the residents who had submitted the petition. The concern is that a subdivision plan for 7 lots was approved for new driveways in this narrow area and there is a hill that is perceived to be a hazard. The request is to have the township immediately engage in the removal of the hill. Mr. Rogalski said that it is not that easy because it is likely solid rock and to remove the hill the road would need widened a good bit. He suggested this be on a 5-year plan to look at widening the entire area, not to just piece meal the work. The driveways for the new lots meet the site distance requirements, so we are not in a position to deny driveway permits. He would like to reach out to LTAP to have a road study done so we can plan for the long and short term.

Mr. Kehoe asked if this project was discussed years ago. Mr. Rogalski said the project was slated to be done before. Mr. Kuhl mentioned that one of the signers of this petition wouldn't provide the right-of-way needed to widen the road years ago. He added the areas where subdivisions have been approved have granted additional right-of-way. Mr. Castle said this needs to be addressed, but we need to figure out how to approach it. Mr. Rogalski agrees that it needs addressed, but that we need to do the work on Clouser to allow us to properly plan and budget. The intersection of Clouser and Locust Point also is an area of concern that should be reviewed and made part of a long-term plan.

On the motion of Mr. Kehoe, and seconded by Mr. Castle, and by unanimous vote of the Supervisors, it was duly RESOLVED to proceed with and LTAP road study of Clouser Road from Brindle Road to Locust Point Road.

There were some sound issues with the hybrid meeting and these comments were made later in the meeting.

Ellen Miller, 273 Clouser Road, verified that a road study was doing to be completed. Mr. Kehoe said yes.

Sharon Curl and Randy Tasker, 1000A Otto Drive, said the development of new lots impacts the safety of the neighbors on Clouser Road. The neighbors were not notified of the subdivision to share their concerns at that time. She added that the petition from years ago to not widen the road was prior to the new houses being built. Mr. Tasker said the hill is dangerous and that needs to be the focus, they do not want the road widened. He added that he may not agree with the Supervisors, but he does feel that they do what is right for the township.

WHITE ROCK SEWER CAPITAL PROJECT

The Municipal Authority provided a recommendation to award the 2021 Capital Project to Custer Excavating for \$265,000 because they were the lowest qualified bidder. Mr. Rogalski added that this would be the 2nd project targeting the I&I issues. Work would include a wooded area between Kuhn and Laurel, plus an area on Asper Drive. The area on Asper Drive would be repaved as part of the project. This is a good price and below what was budgeted for. Mr. Kuhl asked if Mr. Rogalski has worked with this company. Mr. Rogalski said no, but they have checked all of their references.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors, it was duly RESOLVED to accept the bid from Custer Excavation in the amount of \$265,000 for the sewer project in White Rock.

FIVE WAY PARTNERS CONDITIONAL USE APPLICATION

Mr. Pykosh said that Five Way Partners have submitted a conditional use application for a private cemetery to be located on private land. This matter will need to go to the Planning Commission's April meeting and the Supervisors need to schedule a hearing date.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors, it was duly RESOLVED to set the Five Way Partners Conditional Use Hearing for April 8th at 6 PM.

AUTHORIZATION TO BID ROAD WORK

The Roadmaster provided a memo dated March 3, 2021 with details for oil and chipping, line painting, paving and other miscellaneous projects. The Wertz Development is to be oil and chipped and the proposal is to add a top coat of smaller stones for a smoother finish. The DPW

is asking for the Supervisors support with this work since some residents weren't pleased the last time oil and chipping was done. Mr. Kuhl added that the liquid fuel funds are only down 7%, not the 10% we had budgeted for.

Mr. Rogalski said they will be starting the 2-year repaving process of Kuhn Road. The leveling course will be done this year to provide more structure and a flat surface for the top coat to be done next year. The price of \$260,000 is best estimate we can provide; it could be higher or lower.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors, it was duly RESOLVED to move forward with bidding the 2021 work as detailed in Mr. Hertzler's memo dated March 3, 2021.

MINI EXCAVATOR BIDS

Mr. Kehoe said with the work that is planned for the township and MS4 bids have been obtained for 4 different mini excavators. The recommendation is to go with the Volvo with additional size buckets for \$74,334. Volvo also offered to provide a loaner unit until our comes in. Mr. Kehoe asked if the Volvo is the best choice since we retain equipment for so long because it is well taken care of by the DPW. Mr. Hertzler said that Volvo is trying to get into the municipal world and offers a good machine. He added that Carlisle Borough has a Volvo and they are very pleased with the machine. Mr. Kehoe asked if tracks vs. wheel are a better option. Mr. Hertzler said the tracks are a better option because wheel excavators tend to get stuck quicker. Mr. Castle added that tracks are the way to go. Mr. Kuhl asked if the machine is made in the US. Mr. Hertzler said Volvo has a plant in Shippensburg, but the mini excavators are made overseas.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors, it was duly RESOLVED to proceed with purchasing a Volvo mini excavator with proposed attachments for the amount of \$74,334 as stated in the memo dated March 4, 2021.

ROAD MOWING TRACTOR AND MOWER

The Roadmaster would like authorization to obtain quotes for a new road tractor and mower to replace the 1986 tractor and mower we currently use. Delivery may take 8-9 months, so he would like to start the process. Mr. Kehoe suggested splitting the cost between 2021 and 2022. Mr. Kuhl said the purchase was budgeted for. He also asked if this tractor could handle steep banks. Mr. Hertzler said we hire someone with a boom mower to do the steep banks. He added that the salesman he spoke with said that prices are just going to keep increasing due to metal costs increasing.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors, it was duly RESOLVED to authorize the Roadmaster to obtain quotes for a road tractor and mower.

AUTHORIZATION TO SELL ITEMS

Mr. Kehoe read the list of items that were provided by Mr. Hertzler's memo dated March 4, 2021. He suggested maybe the antique roadside emergency kit could be donated to the WGHSEA. Mr. Castle and Mr. Kuhl agreed. He also asked what was being done with the trophies that were in the cases. Mr. Hertzler said the trophies are from the 1980's and the would be removed. Mr. Kehoe suggested we reach out via the newsletter to see if anyone would be interested in the trophies.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors, it was duly RESOLVED to approve selling the items listed in the March 4, 2021 memo on Municibid, with exception to the antique roadside emergency kit and the trophies.

Mr. Schmidt suggested the Municibid info be shared in the newsletter.

SPEAKERS FROM THE AUDIENCE

John Aigeldinger, 1447 Lutztown Road, mentioned the new ordinance making Allenberry as a resort community. He asked if there would be expansion of activity and additional ground purchased. He is concerned this will look like Arcona in Silver Spring Township. Mr. Kehoe said their occupancy would be within the existing property location. They would be adding resort type businesses and activities to increase the adversity. Mr. Rogalski added that Allenberry will have to submit a master plan and go through the land development process. They are looking to repurpose some of their existing buildings.

STAFF COMMENTS

Mr. Rogalski said he was contacted by the design engineer for the Route 74 bridge replacement that is planned to occur in 2-3 years. They discussed the issues with the intersection of Creek Road, the bridge having wider shoulders, and taking out some of the curve in the road. Mr. Kehoe said any improvement to the Creek Road intersection would be welcomed.

Mr. Rogalski said the signal work at Trindle Road and Sinclair Road has started on our side of the intersection. He is hopeful the work will get back on track.

Mr. Kuhl spoke with county about the clean water act, there is no legislation or money to fund this work so it is a volunteer effort at this time.

Mr. Kehoe said that the Board received a last-minute memo and email from Mr. Hertzler asking to start the process of hiring an employee for the Department of Public Works. 2021 is expected to be a busy year with stormwater projects, paving, and other items. In 2020 work was paused due to the pandemic and the DPW has not been fully staffed for a year now. The current employees have had to work smarter and harder and were able to get through the winter with the help of a retired employee. Mr. Kuhl suggested looking at a part-time person to do some of the general tasks, which would free up time for the skilled laborers. There was some discussion on

the idea of a part-time person vs. a full-time person. Mr. Rogalski said that the challenge would be snow removal in the winter and when projects are being done, an extra person would be helpful.

On the motion of Mr. Kehoe, and seconded by Mr. Castle, and by unanimous vote of the Supervisors, it was duly RESOLVED to have Mr. Hertzler, Mr. Stamy and Mr. Rogalski review the current job description, then share with the Supervisor and Mr. Pykosh for final review. Once approved the position could be posted for advertisement.

Mr. Kehoe said the office has talked with several people interested in volunteering as the Dillsburg Area Authority Representative. Mr. Kuhl wanted to make sure they are aware that meetings are held during the day. The Board agreed to have Ms. Lowery send out the candidate's information she has received and the Board will review and respond.

Mr. Kehoe would like to work at updating the Boy Scout Project List and add information to contact local cemeteries that may be projects to do.

Mr. Kehoe stated that the parking at the Appalachian Trail is picking up again and he experienced a near accident when a car did an unexpected U turn in the middle of the road. He feels we need to act now to enforce the fine process. If there is a persistent and constant presence learning will occur and parking along the road will stop. The Board discussed creating a job description and looking for someone with some enforcement background, such as a retire police officer, constable, etc. The office staff will work on a job description to share with the Board for review.

Mr. Kehoe shared that the Federal Government has shared a rental assistance program and Cumberland County is also offering an emergency rental assistance program for those affected by the pandemic.

Mr. Kehoe announced that Julia Weller is running for re-election as the tax collector. There has been nothing but fantastic comments and having her located at the township office has been beneficial.

Mr. Castle asked for a moment of silence for the 500,000 lives lost to COVID. He asked everyone to remember our troops, police officers, first responders, doctors and nurses. Trivia: The US Army was established on what date? June 14, 1775. God bless America.

ADJOURN

The meeting was adjourned at 9:30 PM.

Respectfully submitted,

Karen M. Lowery,
Secretary

TO: Board of Supervisors
 FROM: Greg Hertzler, Roadmaster
 DATE: 2-26-21
 SUBJECT: Roadmaster's Report

PROJECTS BEING WORKED ON

PROJECTS	NOTES	ESTIMATED COMPLETION DATE
Clean sewer ROW	White rock	3/30/2021
Plow and salt rds		on going
Apply brine to roads		on going
Make salt brine		on going
Work on low volume roads grant		3/30/2021
Cut brush		on going
Start sign inventory		on going

PROJECTS COMPLETED

PROJECTS	NOTES	COMPLETION DATE
Plow snow drifts		2/3/2021
Take #1 to MJR equipment	Repairs	2/3/2021
Pick up #1	Repairs	2/4/2021
Hauled Anti skid		2/5/2021
Fix man holes	Trindle station	2/5/2021
Meet MJR	Look at # 3 issues	2/8/2021
Look at mail box complaints		2/8/2021
Pick up trailer at paint shop		2/9/2021
Fix sign damage		2/10/2021
Water tests		2/11/2021
Receive salt		2/12/2021
Sewer bills to post office		2/16/2021
Fix road name sign	Ran over	2/16/2021
MS4 class	Greg and Damon	2/16/2021
Met with Greg R	Firehouse repair projects	2/17/2021
Mix salt		2/17/2021
Record plan at courthouse		2/17/2021
Camera lateral	Kuhn Road new house	2/17/2021
Met with salesmen	Mini excavator prices	2/19/2021
Salt rds. 5 times	Plow Roads 3 times	Brine rds. 3 times

MEMORANDUM

TO: Monroe Township Board of Supervisors

FROM: Gregory R. Rogalski, PE
Monroe Township Engineer/Zoning Officer

DATE: March 4, 2020

SUBJECT: February Activity Report
File Reference No. MNTWP MTG21

The following activities were performed during the period between 2/4/21 and 3/4/21:

ENGINEER

1. Reviewed one stormwater management plan submissions.
2. Reviewed one revised subdivision plan.
3. Attended one scoping field meeting with Roadmaster to review stormwater project on Millers Road as well as existing conditions on Clouser and Brindle Road.
4. Contacted LTAP regarding possible speed study on Brindle Road and safety audit on Clouser Road. LTAP units are available for both projects pending Board authorization to request.
5. Reviewed Kuhn Road scope of work with Roadmaster subsequent to meeting with local paving contractor regarding leveling course.

ZONING

1. Issued 7 Zoning Permits and 9 Building Permits for a total of \$1,391,500 in new construction.
2. Responded to phone calls and attended three meetings regarding requirements for zoning/building permits and zoning and subdivision and land development regulations.
3. Held Tuesday office hours with social distancing precautions in place.

CAPITAL PLANNING

1. ACTION ITEM: Make contact with property owners at the intersection of Trindle Road and Sinclair Road to obtain additional right-of-way for the signalization project. **WORK UNDERWAY ON SOUTH SIDE OF INTERSECTION AS OF 3/1/21.**
2. ACTION ITEM: White Rock Acres 2021 Capital Project scheduled to be bid in January and awarded in February 2021. **BIDS RECEIVED AND ON BOARD AGENDA FOR ACTION ON 3/11/21.**
3. ACTION ITEM: Commence planning for Millers Road stormwater project in Summer of 2021. **ROADMASTER COMPLETED MEETING WITH DIRT & GRAVEL ROAD PROGRAM REPRESENTATIVES AND SCOPING FIELD VIEW COMPLETED ON 3/2/21.**
4. ACTION ITEM: Bulk mailing to White Rock Acres residents with sewer rights-of-way notifying of pending clearing project. **CLEARING PROJECT COMMENCED ON 3/1/21.**

cc: A-File
File

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