

LOWER PAXTON TOWNSHIP  
BOARD OF SUPERVISORS

Minutes of Workshop Meeting held February 10, 2015

A workshop meeting of the Board of Supervisors of Lower Paxton Township was called to order at 6:08 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 Robin Lindsey.

Also in attendance was George Wolfe, Township Manager; Steven Stine, Township Solicitor; Kellie VonStein, Senator Teplitz's Office; Jack Dougherty, Friendship Center Operating Board; Brian Luetchford, Director Parks and Recreation; Bruce Senft, Community Engagement Committee; Tom Stang, Waste Management; Steve Fleming and Jason Heinz, HRG, Inc.; Randy Shearer, Hartman and Associates, Inc., Earl Hoffman; and Watson Fisher, SWAN

**Pledge of Allegiance**

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

**Public Comment**

No public comment was presented.

Personal introduction by Kellie VonStein  
Senator Teplitz's Director of Constituent Outreach

Mr. Hawk noted that Kellie VonStein is the Director of Constituent Outreach from Senator Teplitz's office and wishes to introduce herself to the Board members.

Ms. Kellie VonStein explained that she is the Director of Constituent Outreach for Senator Teplitz, a new position created by the Senator last month. She explained that she has been the policy director for the Senator for the past few years and prior to that she worked for Senator Teplitz in the Auditor Generals' Office. She stated that she has been with the Senator since her early 20's.

Ms. VonStein noted that after being in office for a couple of years, Senator Teplitz decided to create mobile offices such as the one that is located in Lower Paxton Township, where for two times a month, she will spend the morning in the office as well as the eight other mobile offices throughout the district. She noted that the Senator has district offices in Kline Village, Perry County, and Halifax.

Ms. VonStein explained if the residents have problems with a rent rebate property tax or PennDOT issues or any other state issues, the Senator's staff is happy to provide assistance.

Mr. Hawk noted that Senator Teplitz has had several town hall meetings as well. Ms. VonStein noted that the Town Hall meetings are issue-based and the recently held one in Perry County with concerned people who wanted information on the Senator's gun policy. She noted that her job is to assist the constituents for what services the Senator can offer. She noted in many instances, a person who is applying for a grant may need a letter of support from the Senator. She noted that the Senator recently presented a woman with a proclamation honoring her 104 birthday.

Mr. Crissman requested Ms. VonStein to provide ways that the public could make contact with her or the Senator. Ms. VonStein noted that the Kline Village Office number is 232-2937 or the Capital office at 787-6801. She noted that he also has offices in Perry County and Halifax but she did not have those phone numbers with her at this time.

Presentation of concept plan for future Friendship Center renovations  
to provide additional space for revenue generating activities

Mr. Jack Dougherty, Chairman of the Friendship Center Operating , (FCOB) wanted to provide an update on the priority projects and to talk about the fourth priority project which is the building renovation project.

Mr. Dougherty noted since his last appearance at a meeting held in November, there were four priority projects the FCOB was focusing on. He noted they are: 1) an expansion and adjustment of operating hours, 2) online registration system; 3) the inclusion of select classes with basic members, and 4) potential building renovations. He noted that we have completed the first three of these projects noting that we are in the second quarter of the inclusion of select classes. He noted that he would like to speak to the building renovations this evening.

Mr. Dougherty noted that the FCOB's goal is to drive revenue. He noted that membership is pretty strong, and at the height of the recession, the FC had 2,100 members but since then it has steadily increased that number to the current rate of over 3,100 members at this time. He noted that the revenue model has changed drastically over the course of the last seven or eight years. He explained that the memberships have changed from annual or monthly fees to the insurance memberships. He noted that insurance memberships pay on a per-visit basis, so the FC does not have the same type of revenue stream that it had in the past when the building opened 15 years ago.

Mr. Dougherty noted that tonight's proposal is geared for what we can do to drive revenue and supplement what our actual model is at this time. He noted that the vast majority of insurance membership are from the senior members, noting that they run a very active senior center. He noted that the FCOB needs to figure out how to supplement that loss in income from the insurance memberships.

Mr. Dougherty explained that the FCOB needs to implement an option to drive revenue for bringing in younger people and people who have families. He noted that they need to be

revenue streams that we think that we can generate from the projects that will help supplement those insurance memberships and drive this towards the future.

Mr. Dougherty noted at this time Mr. Luetchford will discuss the potential renovations.

Mr. Luetchford noted that he prepared a power point presentation for the potential building renovations for the FC. He noted that fifteen years ago when we considered constructing this building, we talked about how the rooms would be used noting that the goal was for it to be a community center. He noted that consideration was given to the size of the social hall and it was suggested to move the glass wall between the social hall and the fitness center to provide more room for the fitness center. He noted that we also discussed the use of the activities rooms on the east hallway to serve as multi-purpose activity rooms. He noted that the two classrooms were mostly pre-school classrooms and two classrooms were used by the seniors who eventually moved to the East Annex when it was constructed eight years ago.

Mr. Luetchford noted that the Township hired two consultants; Ken Ballard and Brailsford and Dunlavey. He noted that the Ballard Audit Report stated on page 8, "Develop a plan to ultimately expand the weight/cardio fitness area into the social hall". He noted that Brailsford and Dunlavey report stated on page 2.4: "Brailsford and Dunlavey would recommend maintaining rooms 106 and 109, and renovating rooms 112 and 115 to serve as dedicated fitness spaces." He noted on page 2.4 they stated, "The associated net impact of fitness center expansion into the social hall would result in positive net operation income", and on page 4.10, they reported "The current social hall is underutilized and could serve a growing demand for fitness activities" He noted that these were suggestions to make the FC more self-sufficient financially.

Mr. Luetchford noted that the Board hired Brailsford who researched three fitness center expansion options and chose the expansion into social hall. He noted that the FCOB decided to do a Friendship Center Survey to identify activities of interest to facility users. He noted that they identified five areas for suggestions: more cardio equipment, more fitness classroom space, A climbing wall, more weight machines and free weights, and more functional fitness equipment. He explained that functional equipment would be boxes to jump off, lifting big tires, kettle bells, and those kinds of things that are generally used in open spaces.

Mr. Luetchford noted that staff discussed these suggestions with the FCOB and was provided the opportunity to do some research and make some recommendations for programing. He noted that they looked into the Fitness Industry Trends for the American College of Sports Medicine noting that they do an annual global survey of upcoming trends. He noted that the four major trends are: Body weight exercise, Functional fitness, Technology (individual screens, internet, workout statistics), and CardioTheater audio/visual experience. He noted that it provides for an entertainment factor for exercising, especially entertainment for younger people.

Mr. Luetchford noted that programming trends include body weight classes and functional fitness classes. He noted that the social experience in the fitness center location is crucial to enhancing the experience, to provide a social experience with the exercise experience. He noted that it provides for a long-term interest for the member.

Mr. Luetchford noted that staff considered what kind of programs could be put in these spaces and made some spatial change recommendations. He noted that it includes establishing a functional fitness area in north end of fitness center, to the far end of the entrance of the FC. He noted that they would use the existing rubber that it there now and close it off somewhat as there

would be noise associated with those classes. He noted that they suggested moving free weights and weight machines more to the front of the building as they would not need electricity to power these machine. He noted that it would also include moving cardio machines into social hall, and renovating rooms 112 and 115 into a dedicated fitness area.

Mr. Luetchford noted if the Board is interested in the concept proposal, the FCOB needs Board approval to move forward to secure drawings and renovation estimates. He noted that there may be changes as the process moves forward. He explained that this is the recommendation provided by the FCOB and staff. He noted that once it is approved they would move forward with bidding documents etc.

Ms. Lindsey questioned of the 3,100 members how many are insurance members. Mr. Luetchford answered about half.

Ms. Lindsey questioned if there are times when all the equipment is being used. Mr. Luetchford answered yes, on the evenings, weekends, before and after work, especially this time of the year.

Ms. Lindsey questioned how many new memberships there were this year. Mr. Luetchford questioned for this year or for January... Mrs. Lindsey answered for 2014. Mr. Luetchford answered that he did not know. Ms. Lindsey questioned with some of the classes being included with the memberships, if he was seeing an increase in the memberships. Mr. Luetchford answered that it is very early in this new process. He explained that he was told that the FC should consider this as the rest of the industry was going in this direction, offering classes with memberships, but you can't expect to notice the results right away as it is a multi-year process. He noted that people are slowly seeing the benefit and have become members. He noted

that he can't say that there are certain people who have joined because of the free classes, as it is very early in the process. He noted that he was told that it would take multiple years to see the transition to change over the income from the programs to membership generators.

Ms. Lindsey noted as far as the marketing is concerned, the FC sends out the Newsletter and it is on Comcast TV. She questioned what other things you are doing. Mr. Luetchford answered that they have special events, a contract with the Central Penn Parent Magazine, direct mailings, newsletters that goes to 33,000 homes. He noted that there are a variety of other things done through the newspaper and radio. He noted that staff is also using the internet and Facebook.

Ms. Lindsey noted when we completed the five-year strategic plan there was nothing in the plan for this. Mr. Wolfe answered that there would not be as it is general fund only and the FC operates as an enterprise fund and has a separate plan that was adopted in 2012. Ms. Lindsey questioned if the money would have to come out of that plan. Mr. Wolfe answered that it would be separate from the general fund.

Mr. Seeds noted at this point there is no money for renovations. Mr. Wolfe explained that the Board borrowed for the FC. Mr. Seeds noted that the money is spoken for. Mr. Wolfe explained that it would depend on how you allocate it, noting that you have also received grant funds in the amount of \$200,000 for the HVAC from the Dauphin County Local Share Grant program. He noted that you have secured \$1.2 million and have spent \$650,000.

Ms. Lindsey questioned if any of the other money was earmarked for anything else that needs to be replaced. Mr. Wolfe note that it was earmarked for capital improvements. Mr. Luetchford explained that it included pool pumps to HVAC units noting that more than 12 need

to be replaced, carpeting, and a variety of things. He noted that we want to renovate the lighting in the building. He noted that we would have to review those projects and prioritize them and match them to the remaining funds.

Mr. Seeds questioned if the plan that was given to the Board to view was from years ago. Mr. Luetchford answered that it was the original floorplan. He noted that it was provided to show the locations of the possible renovations.

Mr. Crissman noted that Silver Sneakers joined the FC in the beginning of January. He explained that it is a large contributor because it is connected to PSERS which is one of the largest retirement networks in the Commonwealth. He suggested that it will increase the revenues based upon the number of people who live in the shadow of the capital and are in the retirement stage. He questioned if there are any other programs that have joined that will increase revenues. Mr. Luetchford noted in January we took in 171 new memberships from the Silver Sneakers program.

Mr. Seeds noted that he spoke to staff who told him that not only Silver Sneakers but other memberships increased. He noted that it is a sign that the economy is on the right track.

Mr. Crissman noted that he was at the FC today and two couples came in and joined and all four were members of PSERS. He noted that they joined because of the services offered by the FC as opposed to the other fitness centers who do not offer the same amenities. He noted that they were very pleased that the Silver Sneakers moved to the FC. He noted that staff is to be commended in bringing in the Silver Sneakers.

Ms. Lindsey noted that there has been a problem with the seniors who have insurance memberships that they need to use the facility or the FC doesn't get paid as the FC only gets paid

when the insurance member swipes their card. She noted that some people think they are a member of the FC, but if they don't use the facility the FC does not get paid. She noted that the Insurance memberships need to be educated on this.

Mr. Hornung noted that this is very exciting and it increases his impatience. He questioned what the timeline is noting that around 2017 we should start to see the results and be in the black. He questioned if we are still on track for that. Mr. Dougherty noted that we are in a multi-year process as far as establishing an increase in memberships based on the steps that we have taken. He stated that he is hoping to show some results within a year or so, but with the trends that he has seen, the increases in the memberships, is the right way to go. Mr. Hornung agreed.

Mr. Dougherty questioned if the FCOB can capitalize on this. He noted that there is the feeling that the economy is starting to turn around and people may have more disposable income. He noted that the niche has always been families so they keep asking what we need to do to drive in younger people that may be interested in the gadgets that they see at the other facilities as well as taking advantage of the people who transition into families. He noted that the memberships are strong we need to supplement them. He questioned the Board if this is something you are interested in and should the FCOB move forward with it. He questioned what parameters the FCOB needs to work within.

Mr. Crissman noted when we look at the next step, the concept drawings, renovations and bidding process, have you thought about a time schedule. He questioned if the Board says that it will endorse the concept, and move forward, how much time will it take to get to the concept drawings and estimates. Mr. Dougherty answered that the FCOB is waiting for the endorsement

of the Board to move ahead. He noted if that endorsement is received, they will move forward with a RFP outlining what we are looking for such as concept drawings and, estimates.

Mr. Crissman questioned if the Board endorses this tonight, your next meeting is in March, and will it be on the highest priority level so by April the Board will receive a report for what the time schedule is. Mr. Dougherty noted that the concept has been vetted and thoroughly analyzed by staff, so we are in a good position to put together a RFP and get someone on board in a short period of time.

Mr. Hornung noted that he can't say enough about the expertise we have on the FCOB, he feels very trustworthy about that. He noted if the FCOB can't do it, nobody can so he is not sure what else the Board would do but endorse this to move forward.

Mr. Hawk noted that he is very appreciative of the FCOB and we should do this since the membership is increasing, and with the added services it will probably draw more memberships. He noted that he would also like to see a defined schedule.

Mr. Crissman applauded the efforts of the FCOB and staff in creating a process that has led to this point as you had two national experts provide recommendations, noting that they have coincided with what the FCOB is recommending. He noted that soliciting input from the community that use the facility as well as people who don't use the facility was a very good idea and all of this would help the Board to move forward in a positive way.

Mr. Seeds noted that Mr. Luetchford showed him what they would like to do and he would also want to move forward with the process. He noted that it looks like we would have to lose the use of the pool tables unless they could be put somewhere else; that is the only loss that he sees with the plan.

Mr. Crissman made a motion to approve the endorsement of the plan and authorize the FCOB to move forward with its recommendation and to provide monthly reports to the Board of Supervisors. Mr. Hornung seconded the motion. Mr. Hawk called for a voice vote and a unanimous vote followed.

Request from the Community Engagement Committee for the Supervisors to sponsor the Arts and Parks Five Kilometer Run

Mr. Hawk noted that the Community Engagement Committee (CEC) would like the Board to endorse and sponsor the Arts and Parks 5-K Run. He noted that Bruce Senft is present to discuss this item. Mr. Crissman noted that Mr. Senft is also a member of the FCOB.

Mr. Bruce Senft noted that he comes to the Board with this request from the CEC. He explained that the CEC is an advisory group to serve the interests of the Park and Recreation Board, Arts Council, FCOB and Greenway Committee in efforts to generate fundraising activities as well as volunteers to support the many activities that go on with those boards.

Mr. Senft noted that last year they sponsored a 5-K race. He noted that the CEC undertook it as a fundraising project to prove that it could do a fundraising project and to generate some seed money as it had none to work with. He noted that it takes money to make money. He explained, for a first time event, the CEC was pretty successful as they had 50 runners and raised a little over \$4,000 and netted \$3,000. He noted that it was done in a very compressed timeframe with no money to work with and by people who had never operated a race before. He noted that they would like to do it again on July 18<sup>th</sup> and they would like to hold this as an annual event.

Mr. Senft noted that last year they relied on personal contacts of the various members of the CEC to solicit people that they knew who would help out and they were pretty successful in

doing that, but it only goes so far. He noted this year they want to be far more deliberate in that process and expand the reach to try to obtain sponsors to achieve the goals that we have. He noted that we would like to double the number of runners and raise \$10,000. He stated that they are modest goals that the CEC thinks it can meet.

Mr. Senft requested that the Board support this event and get behind it. He noted that the CEC would like to send out a letter to interested parties that are active in the community and have some sort of relationship with the Township using the Board's signature. He noted that they have identified about 30 businesses that they would like to reach out to and they are open to any other suggestions that you may have of people to contact.

Mr. Senft noted that the volunteers on the CEC are ready to follow up on those letters. He questioned if he could secure the Board's permission to send out the letter and secure the Board's support of this particular event. He noted that the Board could make any changes that it wants to the letter or provide any additional suggestions for contacts to send the letter to.

Mr. Senft requested that the Board talk up the event as they have new ideas for the event to make it more than the race. He explained that they are thinking of adding a block party and to provide activities for the kids during and after the race. He noted that you don't need to run the race as you can walk it as well.

Mr. Crissman stated that he participated last year as a helper and one of the nice things that he saw was that we had individual runners and families participating as well. He noted that it was a great Saturday, noting that one father was pushing a stroller with his child in it. He noted that he was happy that he could participate.

Mr. Senft noted they are planning a detailed marketing plan for the event, to do more promotion for this, and the CEC is very fortunate to have expertise from someone who recently joined the Committee. He noted that they plan to give away prizes for the runners. He stated that we had great weather last year for the event.

Mr. Hornung noted that part of the marketing plan is to getting the Board of Supervisors to sponsor the event and he would be willing to provide some prizes as well.

Mr. Crissman made a motion to endorse the Arts and Parks 5-K Run and Walk. Ms. Lindsey seconded the motion. Mr. Hawk called for a voice vote and a unanimous vote followed.

Discussion with Waste Management regarding the  
Township's waste collection and recycling program

Mr. Tom Stang from Waste Management explained that the last time he addressed the Board was in April of 2014. He noted that everyone was familiar with the Harrisburg Incinerator and the issues that occurred within the City. He explained that it was sold to the Lancaster County and is now referred to as the Susquehanna Resource Management Complex. He noted that it is running extremely well and he is encouraged to say that the disposal rates that increased year after year are not going up in 2015 and may not go up in 2016. He noted that is a positive thing that we are seeing.

Mr. Stang noted that the other encouraging things for everyone is the decrease in the cost of fuel. He noted that the Board had as part of the last bid specification, a clause for fuel adjustments. He noted that he makes those adjustments every July based on the June Mid-Atlantic region rates. He noted that we will see what that brings, but it is likely that there may be a reduction in the fuel fees. He noted in the past, there have been increases in disposal and fuel costs.

Mr. Seeds questioned if the rate could decrease. Mr. Stang answered that there is a contractual increase of 2% for the operations side from Waste Management that will be factored in this July. He noted that depending on the fuel number it is hard to say what it will be. He noted that he will not know until he gets the June numbers.

Mr. Hawk noted that he saw a Waste Management ad on TV recently and it showed a truck with an arm that extends out and wraps around the container. He questioned if this will be a future offering for the Township. Mr. Stang answered that the automotive system was shown on TV as Waste Management was the corporate sponsor at the Phoenix Open Golf Tournament. He noted that they advertise the carts and the trucks. He explained that he wanted to discuss that more this evening with the Board.

Mr. Stang noted when we talk about what is in the future in the waste industry, the first thing that Lower Paxton Township needs to consider is converting the size of the containers that the residents currently have. He noted that some people have old recycling containers from years ago and once they get filled up, the recyclables end up in the trash. He noted that there has been no change in what Waste Management will collect; however a larger cart would allow people to recycle more. He noted with the automated system to dump the carts, he suggested that we need to consider moving forward with it. He noted when it comes to carts for a township this size, it is quite an investment if you are looking for a cart for trash and recycling. He suggested that we should start with carts for recycling. He noted that is where you will make the greatest impact. He noted for every pound that you are able to put into the recycling cart to take out of the trash it will save you on the disposal cost. He noted that although he mentioned that the incinerator's rates are fixed, they are one of the highest rates in the nation at \$80 per ton.

Mr. Stang noted that automation is a way to go. He noted that there is the investment in the carts as a hauling company, noting when you go to an automated truck you eliminate the helper who rides in the truck and it becomes a one-man operation. He noted that is good as it helps with operational costs for labor and injury costs. He noted that many of the injuries occur with the guy that rides the back of the truck.

Mr. Stang noted that the recycling truck is already a one-man operation so the automation for the trash is where you would benefit with some labor saving. He noted that the automated trucks would be a new investment as opposed to the traditional rear loading trucks or side loading recycling trucks. He noted that there are many factors that need to be taken into consideration as for what the true revised new cost would be for that service. He stated that he could start to move forward to put together the assumptions and run some Performa's for it. He noted with automation, he has some good history now, where they have made the switch. He noted that the number of homes that they were able to service on an hourly basis increases because of the automated truck grabbing the cart and dumping it instead of a guy loading and unloading and taking the can back to the curb. He noted that there are some operational efficiencies on his end as his staff can service up more homes per hour which is cost benefit to him, but there is a cost associated with it in carts and equipment.

Mr. Stang noted that he needs to get more information on the opportunity for grants to purchase carts that municipalities are able to do. He noted one thing to take into consideration is, does the Township want to purchase the cart or have the hauler provide the carts.

Mr. Hawk suggested if the hauler purchases the carts it would be influential in the rate to be charged. Mr. Stang noted that is true, but if you can get the grant funds to pay for the carts it

would be good. He noted that the next time the contract goes out to bid which would be June of 2018, if you have carts in place, and if it is a different hauler, then the new hauler would have to bring in their carts and the existing hauler pull out their carts. He noted that he has been in situation where he had to juggle the carts around. He noted that Waste Management has done it several different ways where it becomes part of the bid specifications that after a certain period of time the rate would be reduced after the carts are paid off. He noted that the carts belong to the municipality afterwards.

Mr. Seeds noted that he is familiar with it as he has a home in Delaware, and has two 90 gallon carts. He noted that they don't have a designated hauler so each residents has to negotiate with the different haulers. He noted that he does not like that because every day some hauler is coming down the road to pick up the trash and you hear the backup alarms and it creates a lot of noise. He noted that the trash hauler provides the containers and his recycling is only emptied every other week but his trash is emptied every week.

Mr. Hornung noted that inevitably the resident is paying for the container. He questioned how much a container costs. Mr. Stang answered that a 90 gallon trash container costs about \$55 to \$58 and the 64 gallon cart is about \$43 to \$45. He noted that it does not include the cost of the assembly. He suggested that it would be about \$100 for both carts.

Mr. Hawk noted that the one that he saw during the commercial had a bar that went across it. Mr. Stang noted that those carts are more for the traditional rear loading carts where there is a flipper on the truck. He noted that it flips the cart mechanically and dumps it. He explained that the automated one-man truck has an arm that grabs it from the side of the curb so you don't need to have two people. Mr. Hawk questioned if Mr. Stang would make some

recommendations for buying carts as we get closer to making those decision. Mr. Stang explained, if the municipality is going to purchase the carts he would provide several cart manufacturers to choose from. He noted that you would want to bid out the purchase.

Mr. Seeds noted that his carts have a bar on it but it is used to roll it to the curbside. He noted that it has an indented plastic area where the truck grabs the cart.

Mr. Crissman questioned the location of the closest municipality in Pennsylvania that is currently using this technology. Mr. Stang answered Derry Township noting that they started this service in April of 2012. Mr. Crissman questioned if it is highly successful. Mr. Stang answered that it is. He noted that there are other haulers that do automation as well.

Mr. Crissman questioned, if the Board moves in this direction, what the implementation time would be to get it going. He questioned if it would be six months or a year or what. Mr. Stang answered that he would need to put some Performa numbers together for a review and he could present something during the April workshop. Mr. Crissman noted that the Board needs to take into consideration all the elements involved to include who purchases the containers. He noted that it would be predicated on grant funds etc. Mr. Stang explained that he is not able to get any grant funds. Mr. Crissman noted that he is very much interested in pursuing this conversation more in depth.

Mr. Stang suggested that the Board seriously needs to consider this as it would provide for more rebates that it would receive for your recyclables that go through the recycling facility and that would help to offset the costs for the program.

Mr. Hawk noted that it would increase the recyclable part to the Township's benefit. Mr. Stang answered in two ways, the rebate and the landfill costs.

Ms. Lindsey questioned when the resident pulls the cart to the curb, do they have to be sitting a certain way, and if they are not in the right position, will the arm not pick them up that day. Mr. Stang answered his workers will service the carts, but on the lid of the cart the arrows point toward the street, the wheels are to be against the curb so when the arm picks it up and dumps the lid, it is easier. He noted if it is turned the other way, it will still dump but we end up having more spills.

Mr. Crissman noted for Derry Township, what kind of transition time it took to educate their citizens to do it properly. Mr. Stang answered that it was not much of a transition.

Mr. Seeds questioned what you do about the elderly who can't take their carts to the curb, do you have something that they pick up from another location. Mr. Stang answered that some folks did not want a cart, as they have tight quarters in the garage and they don't want it, they want the traditional recyclable bin as they only put out small amounts. He noted that the trucks that operate and dump these carts, the guys drive in a standing position, so they can easily jump right out of the truck, pick up a little bin and dump it in. He noted that you want to try to get as many people as possible in the automated system because his operational efficiencies are based on a guy not getting out of a truck or not having to hand pick it up. Mr. Seeds questioned if you would still do that for... Mr. Stang noted that we are currently doing that in Derry Township and Palmer Township, North Hampton County.

Mr. Stang noted that the only other area that he would touch on is, noting that it was part of the last bid but the Board elected not to go in that direction, is the incentive based recycling program. He noted the recycle bank program is an option and in conjunction with a cart, the

incentive based program where residents can be rewarded for recycling week after week after week, he has seen numbers increase from 7 to 8 pounds a week to 15 to 16 pounds a week.

Mr. Seeds questioned if Derry Township is doing that. Mr. Stang answered that they just kicked off the recycle bank program January 19<sup>th</sup>. He noted that is another part that he could fit into the presentation when he comes back in April.

Mr. Crissman noted that he would like to schedule Mr. Stang for an in-depth review to discuss the concept and grant funds. Mr. Stang noted that he came this evening to open the discussion, but he will come up with figures and more information for more discussion. Mr. Crissman noted that we need to take this under consideration if we are going to be a viable and progressive community.

Mr. Seeds noted that he mentioned that he would be back in April to discuss this in more detail. Mr. Stang noted that April would provide him with enough time to get numbers put together for the Board. Mr. Hawk noted that it would be the April 14<sup>th</sup> meeting.

Ms. Lindsey noted that she has received many phone calls regarding the trash trucks working in the Township before 6 a.m. She noted that she has been told that they are picking up trash at 5:05 a.m. and around that time. She requested him to control that. She noted that the residents are upset because it wakes them up. Mr. Stang noted that the contract has a start time of 6 a.m. He noted if the trucks are coming in at 5:15 a.m., he needs for the Board to tell him not to do that and come in at 6 a.m. He noted that there are times when he needs to be ahead of a storm or with the holiday schedule they need to start early. He noted if they are picking up trash on Saturday, they need to meet the 12 noon deadline for the incinerator. Ms. Lindsey noted that she has been in touch with Mr. Shoaff and there are times that you have called to ask for early starts

due to a storm or other situation. She noted that we have received a lot of calls lately about the early starts and they are not related to a holiday or a storm. She noted that she had a person call three times from Devonshire Road and he said that the trucks are there every Tuesday between 5 and 5:10 a.m. She noted that she also heard from two residents who live on Chelsey Drive. Mr. Crissman noted that he has not received any phone calls and questioned if it is one route. Ms. Lindsey answered that she had heard from residents on Chelsey Drive and Devonshire Road. Mr. Seeds noted that Mr. Trish has complained in person about a 5:15 a.m. start.

Mr. Hornung questioned if the only time that his people should be earlier than 6 a.m. is when you have a condition that is special. Mr. Stang noted that he is hearing that is not the case but it is something that he can control. He suggested that sometimes the drivers will try to get a jump on the day and he would need to manage that better. He noted if he can continue to work with the Township on the holiday or storm events then he will come back to secure that the 6 a.m. is the start time for all the other days. Ms. Lindsey noted that Mr. Shoaff has informed her that he has received calls for early starts times and that is not a problem. She noted that she is asking for some consideration for the residents who have called as they are older people and they don't like getting up at 5:10 a.m. to the sound of the trash trucks.

Report from South Central Emergency Medical Services regarding operations in 2014

Mr. Wolfe noted that Chief Campbell was unable to attend the meeting and this item will be rescheduled. Mr. Hornung noted that he would like to see an accounts receivable report dating from this time last year to the present time for 30, 60, 90 and 120 days.

Request from Hoffman Ford for waiver of the installation of sidewalks in connection with an application for stormwater management plan approval

Mr. Wolfe noted that the Board has a written request for a waiver of sidewalks in regard to a storm water management plan. He noted that it has been submitted by Hoffman Ford and speaking on behalf of the request is Randy Shearer.

Randy Shearer, Property Manager from Hartman and Associates, Inc. noted that Earl Hoffman and Todd Hoffman are also in attendance. He noted that they are present to get some clarification on whether sidewalks are needed for the type of work that we are doing. He explained that he is getting different input from different entities on whether it is necessary.

Mr. Shearer noted that the work is being done at 5140 Jonestown Road where there is an existing swale which is a hazardous situation as it stands right now, as it is in close proximity to the curb and has a steep depth. He noted that Mr. Hoffman would like to enclose it with a pipe and inlet systems and bring the grades of the swale up to the surrounding grades. He noted that the work could be done under an application to PennDOT as a HOP Permit.

Mr. Shearer noted on November 20<sup>th</sup> he submitted the HOP Application to PennDOT and provided a copy to the Township and its engineer. He explained that he received comments from PennDOT concerning the hydraulics of the pipe and things of that nature. He noted that they did not require that sidewalks be installed but there was a recommendation from the Township Engineer to install sidewalks. He noted that he followed up with Amanda Zerbe and she felt that there was a need for sidewalks as well.

Mr. Shearer noted that he then contacted the PennDOT consultant to determine if they would require sidewalks and was told that they generally would stand with the Township on their recommendations. He noted having done HOP applications in the past and knowing the ADA

requirements, it opens a big can of worms to bring the entire intersection of Carolyn Street and Jonestown Road up to current standards. He noted, in this case, it would require hand signals on all four poles and after doing all that, PennDOT stated that it does not want a crossing on the western side of Jonestown Road because the other side of Jonestown Road is not set up for it. He noted if they installed the hand signals it would still restrict pedestrian crossing on the western side of Jonestown Road. He noted that their position is that pedestrians currently have an existing safe corridor when they come to 5200 Jonestown Road on the Hoffman Ford main showroom property as there is a push button to cross over Jonestown Road to use the south side of Jonestown Road safely where there are sidewalks all the way up to the main entrance of both shopping centers. He noted at that point there is a pedestrian crossing over Jonestown Road to get to Colonial Commons. He noted that currently there are no sidewalks along the frontage of the Colonial Commons Shopping Center. He noted that we have all heard of the bridge to nowhere; he believes that putting a sidewalk in would be a sidewalk to nowhere. He stated that it is approximately 180 feet long at 5140 Jonestown Road and after that pedestrians would have to walk on the grass or turn around and come back or try to cross Jonestown Road at that point. He noted that he is here for clarification on whether sidewalks are really a requirement of the work that Mr. Hoffman is doing.

Mr. Shearer noted that we do not have a formal land development plan submitted to the Township. He explained, the ordinance requires sidewalks and a formal waiver request is required to not put in the sidewalks. He noted that he provided a packet of information with pictures etc. for the Board to review.

Mr. Hawk questioned where you propose that the sidewalk should be. Mr. Shearer answered that there is a sidewalk at 5200 Jonestown Road and an approved sidewalk crossing at Jonestown Road and Carolyn Street... Mr. Hawk questioned if the proposed sidewalk would be on the other side of the retaining wall. Ms. Lindsey noted that Mr. Hawk is requesting where the sidewalk would be installed if it was required. Mr. Shearer answered that the existing grade that he would tie into lies at the area where the trucks are parked, three or four feet below the curb line. He noted that it would be very difficult to install a sidewalk at that location. He noted if he puts the sidewalk in closer to the trucks, people will be walking well below the curb line and if there is an icy situation and a car jumps the curb they would be down below and it would go right on the sidewalk. Mr. Hawk requested Mr. Shearer to point on the picture where the sidewalk would be. Mr. Hornung noted that it would be installed over the current open swale as they would have to put in piping and fill it in.

Mr. Shearer noted that they would have to remove the head wall but the sidewalk would be along the curb, up to the end of the property.

Ms. Lindsey noted that her concern is if you have someone coming from Hoffman Ford in a wheelchair on the sidewalk, the sidewalk stops, where would they go. She noted that they can't get onto the road and the grass is tilted. Mr. Shearer noted that PennDOT is not going to allow a ramp across Carolyn Street and across Jonestown Road on the west side of Carolyn Street. He noted that the person would have to turn around and go across Carolyn Street where there is a safe route to cross Jonestown Road. Ms. Lindsey noted that the sidewalk would end and they would have to walk on the grass.

Mr. Steve Fleming, HRG, Inc. noted that he asked Jason Heinz from his office to attend the meeting. He noted that he works with Mr. Heinz on all the Township review projects. He explained that we have been working on this for over a year before Mr. Shearer was involved with the project. He noted that another firm was involved with Hoffman's for this site. He noted at the conception of the project it was presented to the Township and staff determined at that point that land development was not applicable because they were redeveloping a site that had a garage and a car sale operation on the current land, but they would have to proceed with a storm water application and HOP application if necessary. He noted that it was thought that it would streamline the process for the application and offer some relief in itself. He noted if would have been a land development process, he would have requested sidewalk on both sides of the property at Jonestown Road and Carolyn Street and he would have addressed ADA accessibility at all crosswalks.

Mr. Fleming noted, since the stormwater application was initially submitted the concept of filling in the swale, the culvert and building it over, was brought up and investigated by the development team and they decided to pursue that with PennDOT. He noted that he has also reviewed that application that is currently under review and we support that concept as we agree that there is somewhat of a safety concern with the slope along Route 22 and traffic. He noted that he recently did a paving project on Carolyn Street and for most of the site visits he has observed pedestrians walking along this section of Route 22. He noted that the recommendation as part of the application was to install sidewalk along this section similar to what they did across the street for the Used Car Dealership and for their land development

application for the car dealership site. He noted that this would complete the next segment of sidewalk up towards the shopping center.

Mr. Fleming noted that there is no current sidewalk along the Colonial Commons site, there is across the street at the Paxton Towne Centre site and in order to complete that segment the Township would have to pursue the Colonial Commons property owner to solicit them to complete that sidewalk segment at the shopping center. He noted that he has observed several pedestrians almost every time he has been on site in this area, in fact, in the picture, you can see that there is somewhat of a groove worn in the grass area behind the curb line. He noted that is where the pedestrians are walking now. He noted that the pathway extends all the way up to the shopping center.

Ms. Lindsey questioned how successful the Township would be in getting the Commons to connect all those sidewalks. Mr. Fleming answered that it is similar to what we are pursuing here, even if there is no land development application, he research the Second Class Township Code and the Township Codified Ordinances that address sidewalks outside of the subdivision and land development ordinance.

Mr. Wolfe interrupted to say that there is a smell of natural gas in the building and at this point we have called the fire company and are going to stop this meeting and reconvene it at another time. He did not expect that it would be this evening and asked all persons to evacuate the building. He apologized to everyone in the audience and asked them to leave the building immediately.

## **Adjournment**

Due to the smell of natural gas in the meeting room the meeting was adjourned at 7:30 p.m. and all present were asked to evacuate the building.

Respectfully submitted,

Maureen Heberle  
Recording Secretary

Approved by,

William L. Hornung  
Township Secretary