

LOWER PAXTON TOWNSHIP  
BOARD OF SUPERVISORS

Minutes of Workshop Meeting held November 7, 2016

A workshop meeting of the Board of Supervisors of Lower Paxton Township was called to order at 6:03 p.m. by Chairman William L. Hornung, on the above date in the Lower Paxton Township Municipal Center, 425 Prince Street, Harrisburg, Pennsylvania.

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

Also in attendance was George Wolfe, Township Manager; Greg Penny, District -8 PennDOT; Chief Jason Campbell, South Central EMS; David Strehl; Jack Dougherty, Friendship Center Operating Board; Lynn Wuestner, Director of Friendship Center; Charles Courtney, Mark DiSanto and Robert Fisher, Blue Ridge Country Club; and Watson Fisher, SWAN.

**Pledge of Allegiance**

Ms. Lindsey led in the recitation of the Pledge of Allegiance.

**Public Comment**

No public comment was presented.

Status report from Greg Penny, PennDOT District 8-0,  
regarding on-going transportation projects within Lower Paxton Township

Mr. Penny noted that Mr. Wolfe asked him to provide a brief update for some of the PennDOT projects in the area. He noted that our projects seem to ring around the Township as projected on the map that is being displayed. He noted that it shows the work for the I-83 corridor that was approved a few years ago when the legislature passed Act 89 that freed up about a billion dollars of work for the next ten years that will be done on this corridor. He noted that we started with the repairs to Route 283 in Lower Swatara Township as it is all part of an overall plan to rebuild and widen I-83 from I-81 to the river at the John Harris Bridge.

Mr. Penny noted, for the Township, we started with the project on Mountain Road and the ramps at that location on I-81. He noted that project is 45% completed and is being conducted mostly at night, doing a lot of concrete pavement repairs, more than anticipated when the project was started. He noted that a good bit of work was added to that contract and it should

be wrapping up for the winter shutdown to start up next spring to complete the concrete repairs and do a blacktop overlay on Mountain Road.

Mr. Penny noted that the project that is just getting underway in the last few weeks is the widening of I-81 from the junction of the I-83 and Mountain Road Exit 72 interchange. He noted that the contractor has placed concrete barriers in both directions where they will be working on foundations for the overhead signs. He noted, tonight, they are starting work on what is called slab jacking. He explained that in the northbound direction as you prepare to exit for Mountain Road in Linglestown much of the pavement is uneven as the slabs have subsided. He noted that the contractor injects material that will raise the slabs to provide a smoother ride. He noted that work will run from 9 p.m. to 6 a.m. and it will be down to one lane in the northbound direction. He noted that the contractor will do as much as he can until he has to stop for winter. He noted in the spring they will add a ramp in each direction to provide for three lanes in each direction from Mountain Road to the I-83 connector. He noted that it should help with traffic merging on and off the interstate as it provides for a big bottleneck at this time. He noted that traffic tends to back up in the evening commute and this should help improve safety and traffic flow in that area.

Mr. Penny noted that the third project is the overhead bridges for I-83. He noted that the Elmerston Avenue Bridge should be open tomorrow or the day after. He explained that they need to do the line striping. He noted that the Route 22 and Union Deposit Road Bridges over I-83 need to be completed. He explained that they started to build part of the new pier for the Route 22 Bridge and the necessity of doing is there is a Verizon optic line on the existing bridge and we need to move it off of the existing bridge onto part of the new structure so we can demolish the Route 22 Bridge. He noted that will take place next year, maintaining traffic in both directions on that bridge to do stage construction for it.

Mr. Penny noted that the Union Deposit Bridge will be more complex as there are two lanes in each direction with two center turn lanes. He noted that it may get down sometimes next year to one lane in each direction with a center turn lane. He noted that we are doing stage construction and that will be the most difficult bridge to construct in terms of the impact on traffic and residents.

Mr. Penny noted that the work on the overhead bridges is in preparation for the widening on I-83. He noted that is scheduled two or three years from now, with a contract to widen I-83.

He noted that the bridge work needed to be done first so that we have sufficient under clearance that is wide enough under the bridges to add the additional lanes. He noted that we will soon start to demolish seven of the homes along Revere Street. He noted that a demolition contract has been awarded to remove the seven boarded houses within the next few months. He suggested that there may be 24 buildings demolished.

Mr. Penny recommended the PennDOT website that is being updated for the project. He noted that it is [www.I-83beltway.com](http://www.I-83beltway.com). He noted that it takes a look at the entire masterplan that was done 15 years ago. He noted the first project done as part of the masterplan was to improve the I-83 York split in Lemoyne. He noted that is where we demolished and rebuilt the bridge over Lowther Street to provide extra width under the bridge to have two lanes to I-83. He noted that we could not widen the South Bridge but utilized the shoulder and added a third northbound lane.

Mr. Penny noted that the current widening work for I-83 in Lower Paxton Township is the second project, doing the overhead bridge work as the early action part of the project with the widening coming in two years.

Mr. Penny explained that two weeks ago helicopters were hovering over I-83 near the Eisenhower interchange and the river, photographing the traffic volumes also including Paxton and Derry Streets traffic volumes as well to assist with the redesign for the Eisenhower interchange to the river. He noted that is a new technique of gathering information without being on the ground.

Mr. Penny suggested that covers all the active project noting that a letter went out recently for Nyes Road and Devonshire Road. He noted that we are in the early stages for that project. Ms. Lindsey questioned if you are talking a couple of years for that project. Mr. Penny answered that they have to get a consultant on board to start the preliminary engineering and that process is normally three years. He noted that a roundabout was under consideration for that project but he does not know if it is a viable option or if it will be a signalized intersection.

Ms. Lindsey noted for the I-83 Bridge on Route 22, driving westbound when you pass the ramp to go north, there is a sign at that location to tell people to get over to the left to exit. She noted at nighttime it is very dark at that location and drivers are cutting into the lane to make the left. She questioned if the sign could be moved closer to Colonial Road. Mr. Penny answered

that it is possible to supplement it with an additional sign. Ms. Lindsey noted that the major problem is at night as it is very dark. Mr. Penny noted that it is a matter of habit for many people to use the right lane for the ramp, but by now he thinks most people have made that adjustment. Ms. Lindsey noted that people who are not familiar with the area continue to have issues.

Ms. Lindsey questioned if Mr. Penny has anything to do with the traffic signals on Route 22. Mr. Penny noted that is the Adaptive Traffic Signal Program for the entire Route 22 corridor from Lower Paxton Township to the State Street Bridge. He noted all the signals have been upgraded and the changes have been made after a review period. He noted that we are now at a point where PennDOT has a five-year maintenance contract for it so as issues come up PennDOT will work with the maintenance company. He noted that if you approach from a side road it is different from what it used to be. Ms. Lindsey explained that you sit for longer periods of time and she recently called Mr. Keiser but he never returned her call. She noted that she was at Kohl's Shopping Center and only two to three cars could get through and three cars after that ran the red light. She noted she was at Miller Road on a Sunday morning around 10 a.m. and she sat through three light cycles and her light never changed. She noted that they went through the red light. She questioned if someone can look at the north/south light timing as they do not let enough cars through. Mr. Penny noted that he had a similar situation for Devonshire Road at Route 22. He explained that a recent change to a law noted that if a signal is malfunctioning, you can proceed through the intersection. He noted that he sat there for a long time but he couldn't bring himself to go through the light. He noted that he asked about that particular location and he was told that the timing for the side road was working incorrectly. He noted that it detected the approach from one side but it wasn't doing it from the other side. He noted that it was not connected properly and they fixed it.

Mr. Penny explained that the priority for the adaptive traffic signals is to move the main corridor, so Route 22 will have the main emphasis. He noted that the biggest change is the side road where you were able to access Route 22 more quickly; now you may have to wait longer due to the computer system monitoring all the platoons of vehicles moving along the main corridor. He noted that it will take longer and people will have to be patient. Ms. Lindsey noted that they need to reevaluate the light at Colonial Commons for Saturdays. Mr. Penny noted for specific issues for specific locations, the Township should bring it to PennDOT's attention as we

have a five-year period with the company that we can look at issues. He suggested that the Township has spoken with PennDOT about certain locations.

Mr. Crissman questioned if the company that did the installation for an efficient operation for east/west, are they continuing to monitor the north/south to make adjustments. He questioned if Mr. Wolfe has a contact number to call. Mr. Penny suggested that Mr. Crissman probably has some specific areas in mind. Mr. Crissman answered tonight, when he was on Devonshire Road past Northside Elementary School he got to the corner of the Turkey Hill to turn right and he was the last car to turn right from Devonshire onto Houcks Road as it was back up to Route 22. He noted that it took more than seven minutes to get to the light as only two or three cars were getting through. Mr. Penny noted that is how he came to the meeting and he did not have an issue. Mr. Crissman noted on Wednesdays around noontime, he drives down Scenery Drive to get across the intersection at Union Deposit Road, noting that there are three venues of traffic trying to get in que for the light. He noted that he was halfway up Scenery Drive and there were four or five cars behind him and he could not get to the intersection. He noted that he did not know if it had to do with the time of day, but it is a difficult intersection. He suggested that someone should take a look at that intersection as well. Mr. Penny noted that he forgot that they added that intersection to the adaptive system this year but he has not heard anything in regards to that intersection for problems like Route 22. Mr. Penny noted that he is not sure how long that system has been in and if we are still working with the contractor on it. He noted that the adaptive signal system will help move traffic through the corridor most of the day but it does not help much during the heavy rush hours since the capacity is so heavy that it doesn't work as well during peak flow time. He noted we have improved the system for the rest of the day but unless you widen and add additional lanes it is hard to do much more during the peak hours. Mr. Crissman noted that it is perhaps the time of the day that he uses these intersections that results in issues.

Mr. Hawk noted that he uses Scenery Drive a lot and you are lucky if you can get two cars through and if a third car goes through it is normally on a red light.

Mr. Crissman thanked Mr. Penny for coming to the meeting tonight to provide the explanation to the residents. He noted that it is nice that you are a resident as well.

Mr. Seeds questioned if PennDOT is involved with the moving of utility poles along Colonial Road. Mr. Penny answered that it is not related to any PennDOT projects.

Mr. Seeds noted that there were plans years ago to reconstruct the Route 22/Colonial Road intersection. He questioned if there will be any changes. Mr. Penny answered that there will be some changes, but not the drastic ones that were originally planned. He noted that they are planning more of a diamond interchange that is going in now but he will have to check for that intersection.

Mr. Hornung questioned what the wood baffles are for at Route 22 and I-83, in the cloverleaf grass area. Mr. Penny answered that one is a drainage area but he would have to check on it. He noted that it is a very large drainage basin in that area and the other work is on the pier for the new bridge. Mr. Hornung questioned if the Township has a contact person for issues with the traffic signals. Mr. Wolfe answered that he has the information.

Mr. Hornung questioned if Mr. Penny would be willing to come back in three months to provide an update to the plan. Mr. Penny answered yes. Mr. Hornung noted we won't need the update during the winter months but in the spring that would be good. Mr. Penny noted that it is unusual for PennDOT to come to Township meetings as we have over 200 municipalities in District 8. He noted that it is easier for him as he lives locally and it is not that much of a hardship to do this.

Mr. Crissman noted that you came to talk to construction and we threw the traffic light situation to you, he questioned if we had some specific questions to be addressed could we get them to you so you could bring another staff member along to answer it. Mr. Penny noted that he works as the public information officer and there are many times he needs to get answers for questions.

Ms. Lindsey questioned when the Locust Lane, Megoulas and Londonderry Road bridges will be redone. She questioned if they will be done as part of the widening process. Mr. Penny answered that they will be done as part of the I-83 widening project. He noted when you go to the website it will show the location of the bridges along the I-83 corridor that will be addressed.

Mr. Hornung questioned if anyone in the audience had a question. He thanked Mr. Penny for coming to the meeting and sharing the updates.

### Board Member Comments

Ms. Lindsey noted that the Board received a letter a couple of weeks ago from Christine Zarek who lives at 301 Rutherford Road. She explained that she visited the site noting that the Sewer Authority was in to clear trees and she had a bridge that was damaged. She explained that she followed up on this and feels that we should have been responsible to take care of it. She noted when she spoke to Mr. Wolfe, he told her that the Township filed a claim but the insurance company denied the claim. She noted that she felt that we needed to take care of it. She noted that she looked at the other bridge on the other side of the property which was not damaged and Ms. Zarek can't get her riding lawn mower over the bridge to cut the meadow. She questioned if there is anything that can be done since the claim was denied.

Mr. Hornung requested Mr. Wolfe to explain why we can't do anything about it. Mr. Wolfe answered that the insurance carrier denied the claim and determined that the Township or the Authority was not at fault. He noted that given the statement of Township employees, which is what they based their decision on, as they were there at the time the work was done, they believe that it was not the Township's responsibility to fix the damaged bridge. He suggested that they determined that it was a wood rot issue noting that neither the contractor or property owner had before or after pictures.

Ms. Lindsey questioned if there had ever been any examples where we denied the claim but could we go in and fix it. Mr. Wolfe answered that you don't have the legal authority to fix something that you didn't break. Ms. Lindsey noted that it is one word against another. Mr. Crissman noted that the insurance carrier is representing the Township and we must be supportive of their decisions. Mr. Wolfe noted if were determined to be at fault, we would have the ability to do something, but without fault you don't have the legal authority to enter onto someone's property to fix private property.

Mr. Hornung questioned if Ms. Zarek could move this to a higher level. Mr. Wolfe answered that she could file a civil action.

Mr. Hornung noted when it is one word against the other, sometimes you may want to step in to get it resolved, but we can't do that.

### Managers Comments

Mr. Wolfe had no comments to present.

Review of the 2017 SCEMS budget and renewal of the  
Emergency Medical Services Agreement

Chief Jason Campbell, CEO of South Central Emergency Medical Services (SCEMS) noted that he was asked to present his 2017 budget to the Board at this time. He explained that it is hard to believe that it has been five years since the transition of SCEMS and that he has taken over as the CEO. He noted that we have a strong budget for 2017, based on 2015 and 2016 current figures. He noted that it is also based upon 47% of our gross revenues and expenses. He explained that they had roughly 5,100 calls in Lower Paxton Township, noting that they had 10,500 calls for the year and roughly half are for the Township. He explained that he is present to answer any questions that the Board may have.

Ms. Lindsey wanted to thank Chief Campbell for all the work that he and his staff does.

Mr. Hornung noted when Chief Campbell first stepped into that job, the outlook for SCEMS was pretty dismal. He explained that he always likes competition and he is very glad that SCEMS is thriving. He noted that it helps to keep the prices down for the residents.

Ms. Lindsey questioned how many rigs you have in Lower Paxton. Chief Campbell answered that he has one for the night shift that starts at 7 p.m. we have one Mic-u and a transition unit that comes into the Township when there is a call. He noted during the day it can be between three to five units.

Mr. Wolfe noted that Chief Campbell provided a renewal agreement to be executed by the Board of Supervisors to provide services for an additional two years at no additional costs. He noted that the Board could approve that at this time.

Mr. Crissman questioned what the percentage of increase is from last year's budget for actual to this year's budget. Chief Campbell answered that he did not know but he could get that information to him. He suggested that it would be \$250,000. Mr. Crissman questioned if Chief Campbell was looking for a 5% increase for what was actually spent and for what the budget is for next year. Chief Campbell suggested that it is a 3% increase. Mr. Crissman noted that he wanted to take that into consideration as we are looking to raise your contribution. Mr. Hornung answered there we are not looking to increase it, it would remain the same as last year. Mr. Crissman noted that we are looking to raise it from \$27,000 to \$50,000 a year. Ms. Lindsey

noted that we are paying them \$100,000 a year. Mr. Wolfe noted that Mr. Crissman was looking at the previous agreement.

Mr. Hornung noted that this is one of the Board's success stories. He explained that going through the deliberations with Life Line, we had to figure out what the right thing to do was and we decided to stick with SCEMS and he is glad that we did.

Ms. Lindsey noted that it started as Lower Paxton Ambulance and then became SCEMS. Chief Campbell noted that it started operations in 1957. Ms. Lindsey noted that they have been in business for 59 years.

Mr. Hawk noted if the \$100,000 contribution will help to pay the expenses and keep you in business. Chief Campbell answered without a doubt.

Mr. Crissman made a motion to approve the 2017 SCEMS budget and renewal of Emergency Medical Services Agreement for two years at the annual rate of \$100,000. Mr. Hawk seconded the motion. Mr. Hornung called for a voice vote and a unanimous vote followed.

#### Presentation by David Strehl on the parking of motor coaches on public streets

David Strehl noted that he lives in Spring Knoll across the street from the Dauphin County VoTech; about 225 people living in a cozy development that is very congested. He noted about a month and a half ago, a lady pulled in with a 30 foot Recreational Vehicle (RV), ten or eleven feet high. He noted that it is a very beautiful vehicle and she puts the side out and runs the extension cord to it and has people stay in it for a night or two. He noted after a week, he called the police with the first officer stating that she couldn't do that and he was referred to Sgt. Waller. He noted that Sgt. Waller stated that if it was in his neighborhood he would not be happy but the way the ordinance reads, any vehicle that is not self-propelled, noting that you can't park a trailer or camper but because the motor house has a motor she is allowed to keep it there. He noted that Sgt. Waller stated that it devalues property and is a nuisance and it can be a sanitation issue. He noted with the holidays coming, parking is an issue, noting that it takes up three to four spaces.

Mr. Strehl noted that anyone can park indefinitely in the Township in front of their home and they could live it in and there is nothing that can be done about it. He suggested that she could take it to a place where they store these units, but by parking it in front of her home she

saves \$70 a month. He questioned what he could do and Sgt. Waller referred him to the Board to see if the ordinance could be changed. He noted that is why he is here.

Mr. Strehl noted that you can talk to people but unless things have teeth, he needs to have some backing from the Township. He noted that commonsense does not always prevail. He noted if you Google RV parking on streets you will find pages of communities that are banning these sorts of things. He noted that there are exceptions that if you have friends coming in from out of town and they are staying for a day or two, talk to your neighbors, as that is fine. He noted if you are loading or unloading to go on vacation that is not an issue but the issue is more long-term storage. He suggested that this vehicle probably cost about \$80,000 and if she has that much money to spend on this luxury vehicle, she probably has \$70 a month to put it in storage. He noted if an ordinance like this were to pass, having 224 people in his community, they would applaud. He noted that one lady would be upset but it would have a 99.7% approval rating. He noted that it would make the majority of people happy. He explained that they called Heatherfield and were told since it is located on the street, it is a Township issue. He noted that Heatherfield does not allow these vehicles in the driveway. He explained that many communities do not allow these in people's driveway. He noted that Heatherfield sent the lady a letter but nothing happened as we need teeth for the police to enforce.

Mr. Hornung noted, at one time, the Township wrote up something because someone was parking a bus in the Township. Mr. Wolfe noted that was for tractor and trailers, noting that you can't park these in the street in a residential neighborhood, except to load and unload. Mr. Hornung noted that the Central Dauphin School District straighten out the issue with the school bus.

Ms. Lindsey noted, as of now, someone could live in the RV indefinitely. Mr. Strehl answered yes as long as the license plate is current. He noted that we have a neighbor who is trying to sell her unit since July, and most of our equity is in our homes. He noted when a prospective buyer shows up and they see someone in a bathrobe and a cup of coffee come out of a RV, you are devaluing your neighborhood. He noted that this does not help that woman to sell her unit.

Ms. Lindsey noted that Mr. Wolfe showed her information that stated that no recreational vehicle shall be occupied on a lot for more than 30 days. She noted that no one could live in it

for more than that. She noted that she had the same issue in her neighborhood; with a pool trailer in the driveway, but they were actually living in it. She noted that when she called she was told only seven days on her property. Mr. Wolfe noted that does nothing to do with the parking issue as it could be 24/7.

Mr. Strehl noted in downtown Palmyra, a lot of the streets have a sign that say no parking for boats, recreational vehicles and trailers and it is common through that area, so there is precedence for this.

Ms. Lindsey noted that she visited that location and it is very narrow at that location. She noted that you also have the issue of people trying to back out of their driveways who can't see. Mr. Strehl noted that she had the side out about a week ago and his neighbor drove through with his truck and he just made it as the streets are very narrow.

Mr. Hornung stated that he did not think they would be allowed to keep the sides outs as it would be obstructing traffic. Mr. Wolfe noted if that was the case, it would be another issue but it doesn't prohibit the parking. Mr. Hornung questioned if it is possible to write an ordinance about RV's parked on the street.

Mr. Strehl noted that it would be more of a storage issue, noting if you are there for a day or two this is not what we are asking for. He noted that it has been there for over a month and a half and she has no intent to move it.

Ms. Lindsey noted that it stays there and she never moves it. Mr. Strehl suggested that her vacationing is in the summer months but most of the people are not doing that now. Mr. Crissman noted that is unless she is planning to take it to Florida for the winter.

Mr. Hornung noted that there is a similar issue off on Colonial Club Drive on Janelle Drive. He noted that they park the RV as you enter the development and he has heard complaints about that one as well. He noted that Mr. Strehl is not alone in this problem. He questioned what the Board wants to do.

Mr. Crissman noted that we need to review this to see what we can do. He noted that this is one instance that was brought to us and Mr. Hornung identified another instance, so if we have an ongoing problem, let's play offense rather than defense. He suggested that we could schedule this for a workshop session and have Mr. Wolfe gather data and look at other ordinances. He questioned how do you write it that friends can visit and for how long; how long can you have it

at your home to load and unload; and what is the maximum time you can park it at one time. Mr. Strehl noted that there are pages of other ordinances that have been written on this topic.

Mr. Crissman questioned if people walking along the sidewalk could trip on an extension cord that is running to the house.

Ms. Lindsey questioned who plows those streets. She questioned if they are plowed with a dump truck or pickup truck. Mr. Strehl answered, in the blizzard, it was a big truck but normally it is a smaller truck. Ms. Lindsey questioned if we had an event could the truck get through. Mr. Strehl answered yes, noting that you can get one car through as it is tight without the RV, but it does not help.

Mr. Hawk noted on Centerfield Road, there are about three or four RV's that park on a regular basis. He noted that he used to own a travel trailer and he would park it on the street but due to the current ordinance he had to move it. He noted that it was not that much of an inconvenience and it cost a couple bucks. Mr. Strehl noted for the majority of people it is not a money issue.

Mr. Crissman noted that Mr. Strehl has made his point, and now we as a Board need to review the policy to see what other ordinances are out there that may work for us to tailor to meet our own needs. He asked Mr. Hornung to have Mr. Wolfe prepare documentation for further discussion for a future workshop session. Mr. Hornung noted since the Board members are in favor of this, he would ask Mr. Wolfe to do this. He questioned Mr. Wolfe if he wanted Mr. Strehl's information that he brought along with him. Mr. Wolfe answered that would be fine. Mr. Strehl noted that he had a Google search page of ordinances. Mr. Wolfe noted that he has the ability to access governmental ordinances but if Mr. Strehl has one ordinance that he feels is good, to forward the link to him.

Mr. Crissman noted that he would like Mr. Strehl's input as he lives with it every day and if he had any additional information, he requested him to share it with Mr. Wolfe.

Review of bids received for Friendship Center priority projects,  
including a recommendation from the Operating Board

Mr. Wolfe noted that bids were opened and the lowest responsible bid was determined by the architect for the project. He noted that information was contained in the packet. He noted for the general trades, three bids were received but the lowest was from J. C. Orr and Sons Inc. in the amount of \$288,445. He noted that he also provided an alternate deduct of \$20,000 for allowing a wall that is currently a movable wall to remain in place as opposed to taking it down. He noted that no bids were received for aluminum glazing as it is estimated to cost between \$50,000 and \$60,000. He noted for drywall the lowest bid was received from Sponaugle Construction Company in the amount of \$22,100. He noted for floor covering, Sponaugle was the only bidder in the amount of \$31,200. He noted that is roughly in accordance with the architect's estimate. He noted that Laporte Painting provided the only bid for painting in the amount of \$4,925. He noted that the electrical work had one bid from Edwin Heim Company in the amount of \$32,743. He noted that all bids received were determined by the architect to be complete and the lowest responsible bids were within the expectations of the architect and found to be acceptable. He noted that Mr. Jack Dougherty is present to provide input from the Friendship Center Operating Board (FCOB).

Mr. Jack Dougherty questioned if the Board members received Mr. Mike Decavalcante's estimate. Mr. Wolfe answered that they had the old one, but nothing new.

Mr. Dougherty noted that he would like to review the priority project bidding. He noted that it consisted with the previous presentations with a goal to maximize the revenue that the Friendship Center can produce while minimizing the costs with the scope set forth by the Board using the allocated funds for the project. He noted that the focus of the priority projects was to take underutilized space and monetize that space to drive revenue, to renovate existing spaces to be more competitive in our local market, and to drive higher revenue memberships including annual and family memberships. He noted that the FCOB met on Tuesday night to make recommendations to the Board.

Mr. Dougherty noted that we are in agreement that, should the project move forward, that the lowest bids proposed by the architect be accepted. He noted in regards to the General Trades bid, it is the recommendation of the FCOB that the alternative with the \$20,000 deduction be included reducing the overall bid to \$268,445. He noted that the thought that the wall issue will

not drive revenue; and based upon the close margins that we have, it is not something that we would recommend. He noted that the aluminum entrance and glazing received no bids; however, a change order was requested by J.C. Orr. He noted in the original proposal by the architect that line item would include louvered sunshades on the front of the building that would help with energy costs. He noted that the FCOB requested that the change order be submitted with both the line item to include all the work including the louvered sunshades and without the louvered sunshades. He noted that the change order from J. C. Orr noted that it would cost \$51,891 and to add the louvered sunshades would be an additional \$9,750. He noted that it is the recommendation of the FCOB that should the project go forward that we exclude the shades.

Mr. Dougherty noted that the project received no bids for the audio-visual quote. He noted that it was suggested to renovate two of the programing rooms to make them into a party theater. He suggested that it could be utilized when there are no scheduled programs going on in the room. He noted that you could run a spinning class without the need for an instructor. He noted that the FCOB requested the architect to provide the best estimate for audio-visual equipment, and he believed that it would be \$25,000. He noted that staff believes that the equipment could be bought for less, but we do not have a hard number and no recommendation for that until we get a hard number.

Mr. Dougherty noted that we can't forget the costs associated with finishing the climbing wall. He noted that a climbing consultant providing information with regards to the design of the wall for what is needed to complete the wall such as the ropes, blain tackle, mats and shoe at \$43,000.

Mr. Dougherty noted that according to his calculations the lowest bids come to \$411,304 and with the climbing equipment it would be an additional \$43,000 for a total of \$454,304. He noted that it is close if not over what we have allocated for the project. He noted if the Board desires to pursue the audio visual it would be an additional \$25,000 which brings it under \$480,000. He noted that the FCOB's recommendation is to move forward is to accept the lowest bids, exclude the \$20,000 for the wall, as well as the \$9,750 for the shades. He noted if the Board wants hard numbers for the cost of the audio visual equipment, it can get it but they would like to move forward with the assumption that it would cost no more than \$25,000. He noted that we could also go back to the drawing board to see if there are more ways to cut costs as well.

Mr. Dougherty noted that it was discussed in the past about contributions by way of naming rights for the fictional fitness area and the climbing wall suggesting that we may be able to generate \$10,000 to \$20,000. He noted that no serious inquiries have been made but it is a possibility as well as other potential fundraising activities.

Mr. Crissman noted what the FCOB is recommending it is not a single line item. Mr. Wolfe noted that these are individual contracts as each was bid separately, noting that the bids for general trades would be awarded to J. C. Orr accepting the deduct of \$20,000, making a net award to J. C. Orr of \$268,445. He noted that the other bids are more straightforward.

Mr. Crissman questioned if everything on the bid sheet is good to go including alternate three under the general trades for a deduction of the \$5,500 and the deduct of \$15,000. Mr. Dougherty noted that it would be a deduction of \$20,000 from the base bid of \$288,445, leaving a net of \$268,445. Mr. Wolfe noted that you need to look at J. C. Orr's bid of \$288,445 with a \$20,000 deduct, the other two bidders had higher amounts of \$329,000 and \$467,900 with lower deducts. Mr. Dougherty noted that the \$411,304 number includes the low bids for each of the line items.

Mr. Seeds questioned if the glazing work was not bid. Mr. Dougherty answered that we received no bids for that work. Mr. Seeds noted that J. C. Orr offered to do a change order in the amount of \$51,891. He noted that the change order would be an add-on later on. He noted that the FCOB is recommending not to do the louvered sunshades having a deduction from the change order of \$9,750. Mr. Dougherty stated that the FCOB requested the change order in such a way that they carved out the louvered sunshades. He noted the bid for that line item was \$51,891; but to include the louvered sunshades it would be an additional \$9,750. Mr. Seeds noted that someone else got a price quote from Weaver's Glass of \$53,885 with a deduction of \$5,185 for the louvered sunshades. He noted that the Board is recommending against the sunshades but Weavers would be less, he suggested that that the \$51,891 would be cheaper. Mr. Dougherty noted that the FCOB does not think that it is essential to have the sunshades, noting that we are trying to cut costs wherever we can. He noted if the Board believes that we should explore it we can certainly do that. He noted that it is not a bid so we can solicit more information to get the best possible price.

Mr. Seeds noted that you are only recommending the low bid prices that we previously discussed. Mr. Dougherty answered yes.

Mr. Hornung questioned if we should move forward to solicit pricing for the necessary items to finish the climbing wall. Mr. Wolfe noted, for this evening, we are asking the Board to award the bids, and move forward on the remaining items for the climbing wall, using a change order for the glazing at a future meeting.

Ms. Lindsey questioned if there is money left over from the \$600,000 bond. Mr. Dougherty answered yes. Ms. Lindsey questioned how much. Mr. Wolfe answered that you have approximately \$445,000 left to include the bond funds and two small grants.

Mr. Hornung noted that you mentioned getting funds from outside sources such as naming rights, why have you not pursued that. Mr. Dougherty answered, until we have approval to move forward, the FCOB did not think it was feasible to try to solicit money for it until we had a hard plan, knowing what the bids would be and how much we had to come up with.

Mr. Hornung questioned Mr. Wolfe how to proceed down that road. Mr. Wolfe answered that you have tasked the Park and Recreation Board to look into this. Mr. Hornung noted that we did a lot of things with the pavers. Mr. Wolfe noted that you can do what you want as it is your property. Mr. Hornung questioned if we could separate this out from what the Parks and Recreation Board is looking into so we could move quicker as it is different as the FCOB is different overseeing the Friendship Center. Mr. Wolfe answered that you can do what you want to do. Mr. Hornung noted that the one thing that he has learned about donations is that they need to be done prior to the construction. He noted once you start the project it is more difficult to get someone to donate money to it. He noted that there is a sense of urgency for this project that we need to act quickly to have the best opportunity to get some donations.

Mr. Crissman noted that we need to move as quickly as possible. Ms. Lindsey questioned if we are waiting for Parks and Recreation to come up with something. Mr. Hornung answered yes but this has been something in discussion with them for years. He noted, at this point, we are probably looking at months for a recommendation from them and since the FCOB has the responsibility to define the capital involvement they are more on the hook to come up with funding sources. He noted that it leaves the door open to find funds if there are other things

the FCOB wants to do. He suggested that it would be more beneficial to the Township's finances to allow the FCOB to do it.

Mr. Seeds questioned if the FCOB recommended anything to the Park and Recreation Board or had discussions in regards to naming rights. Mr. Dougherty answered no as we have discussed it with members of the Community Engagement Committee (CEC).

Ms. Lindsey questioned if someone from Parks and Recreation Board sits on the FCOB. Mr. Dougherty answered not any more.

Mr. Hornung noted that the Parks and Recreation Board namely are concerned with the baseball fields and other fields and it is somewhat different in nature than interior naming rights, so he sees a little bit of a difference. He noted that there are differences as to who is paying for the improvements.

Mr. Seeds noted that we should look for a recommendation from the FCOB in regards to naming rights and also from the Parks and Recreation Board as quickly as possible. Ms. Lindsey suggested that the FCOB should contact the Park and Recreation Board to see how far along they are in the process. Mr. Crissman noted that FCOB can't move forward until the Parks and Recreation Board comes up with a recommendation. He noted that we asked the Parks and Recreation Board to do this some time ago and we have not had a report back.

Mr. Hornung noted that the FCOB is more generic for what their world is at this time and they are willing to spend more effort in try to obtain funding for some of this project. He noted that he agrees that they should go back to the Parks and Recreation Board to see what they are coming up with, and if they can fit together or if they need to be separated, then come back with a recommendation for us.

Mr. Crissman noted that we need consistency as the Park and Recreation Board may say that we will make a decision and everyone should follow it. He noted that it is not good for them to be going in different directions. Mr. Hornung noted that he did not know if he agreed as they are different entities, but he requested Mr. Dougherty to check with the Park and Recreation Board and come back with a recommendation.

Mr. Crissman noted that he would like to have consistency and uniformity in policy throughout the municipality as opposed to having one group have one policy and the other that has a policy that is contra to it. Mr. Dougherty noted that the FCOB can do that.

Mr. Wolfe noted that the lowest responsible bids for general Trades would be J. C. Orr and Sons incorporated in a net amount of \$268,445. He noted for drywall, it would be Sponaugle Construction Services, Inc. in the amount of \$22,100. He noted for floor covering it would be Sponaugle Construction Services, Inc. in the amount of \$31,200. He noted for painting it would be Laporte Painting in the amount of \$4,925. He noted that the electrical work would be Edwin L. Heim Company in the amount of \$32,743. He noted those are the bids to act upon this evening and once you take that action, if you choose to select J. C. Orr for the General trades, next we will prepare a change order for the glazing. Ms. Lindsey questioned if that amounted to \$411,304. Mr. Dougherty answered yes.

Mr. Crissman noted that we are looking to award to these prospective bidders a total of \$411,304. He made a motion to approve the bids for the projects identified by Mr. Wolfe that would total \$411,304. Mr. Seeds seconded the motion. Mr. Hornung called for a voice vote and a unanimous vote followed.

Mr. Crissman questioned, as we move forward with the other areas do we have a time frame at this point. Mr. Wolfe answered that the contracting period to get the bid bond and insurance certificate is at least a 20 days. He noted once we get through the contracting process we will have a better idea for the schedule. Mr. Crissman questioned if we will see anything in December. Mr. Wolfe suggested that given the time of the year, the project will probably start in January.

Mr. Dougherty questioned, in regard to the audio visual line item, would you like staff to get a more firm number for that plan. Mr. Crissman answered yes and the rest of the Board members answered yes.

Ms. Lindsey requested Mr. Dougherty to get in touch with the Parks and Recreation Board and get back to the Supervisors in regard to naming rights.

Mr. Crissman thanked Mr. Dougherty and the FCOB for all the hard work they are doing to get this project moving.

Mr. Hornung noted that the membership numbers are going in the right direction. He requested a quick overview of where we stand. Mr. Dougherty reported that the membership numbers are 4,869 as of September and he was told that they are even better for October. He noted the September number was an increase of over 200 memberships from August. He noted

that is the highest that he has seen in his four years on the FCOB and it is close to an all-time high. He noted that revenue does not commensurate with the numbers as many are insurance memberships where the FC only gets paid when people use their cards. He noted that the hope is with the improvements and the addition of the functional fitness and climbing wall that we will be able to attract some of those higher revenue members, the annual and family memberships.

Ms. Lindsey question if people will be able to come in and just pay to use the climbing wall. Mr. Dougherty answered yes but there will also be programing and rentals.

Mr. Hornung noted that the Supervisors turned this over to the FCOB and you have put a lot of effort into this and it looks like it is going in the right direction.

Ms. Lynn Wuestner noted that she has been working with Parks and Recreation Board in regards to the naming rights for almost a year. She noted that their work is holding the FC back as the FCOB had directed her to take this issue to the Parks and Recreation Board. She noted that different organizations were doing different things in the parks so the Park and Recreation Board started a major task with all the parks to review what each organization is doing and they should be very close to coming back to the Supervisors with a plan.

Mr. Crissman questioned if we will see that before January. Ms. Wuestner noted that she would have to check with Ms. Bauknight as they are meeting at this time. Mr. Crissman noted that it is important for them to complete the task so the FCOB can move forward to. Mr. Hornung noted that the Park and Recreation Board has to interact with the organizations such as baseball and soccer as they are trying to use public money to help them out, whereas the FC does not have that issue. He noted that it is a little different. Mr. Crissman noted that he sees them as very comparable with one another in as much as the Park and Recreation Board, when they are trying to do their fields, do people get to name a backstop or put signs out in the field with the parallel or does someone get the naming rights to name Freddy the Frog in the pool. He noted that he sees the policy as being one in the same and it doesn't matter if it is on a field or in a building.

Ms. Wuestner noted, if you recall, over 17 years ago when HESAC and the Community Center Operating Board were putting together the plaques for all the people who donated, whether it was construction related or the community that donated to the building of the FC, the plaques were very specific. She noted if you walk around the facility you will find small plaques

and we created guidelines for where those plaques could be placed. She noted that we are still following those guidelines for when we ask for donations for items.

Mr. Crissman noted in reaching out to the community to seek funds, a few years ago he had a corporate sponsor that wanted to replace Freddy the Frog as they wanted the right to put their name on it. He noted that we had to turn that down. Ms. Wuestner noted that Freddy is now paid for and will be replaced very soon. She noted that we reached the goal of between \$9,000 and \$10,000 by fund raising from the community. She noted that no Township money was used.

Ms. Lindsey noted that Ms. Wuestner is the manager of the Friendship Center. She thanked her for all she does.

Presentation by Mark DiSanto regarding the zoning of property  
identified as the Blue Ridge Country Club

Mr. Charles Cortney noted that Mark DiSanto and Bob Fisher, R. J. Fisher and Associates, are in the audience to discuss this project. He noted that we are beginning the planning process for the redevelopment of the Blue Ridge Country Club (BRCC) property. He noted that they would like to share their initial conceptual thoughts on the planning for the redevelopment. He noted that he would like to get the Board's input to incorporate it into the planning process as we move forward.

Mr. Cortney noted that the BRCC will close as there has been a steady decline in the last ten years in golfers and golf spending. He noted with Tiger Woods fame, there was a glut of courses and much interest in the game but it has fallen off over the past ten years. He noted that locally, Silver Springs Golf Course, Royal Oaks in Lebanon, and Felicita have closed and the Harrisburg Country Club is having financial issues. He noted that BRCC is very close to the Colonial Country Club along Linglestown Road, and it has been losing money every year. He noted that it will close at the end of the 2017 golf season.

Mr. Cortney displayed the current zoning map for the Township noting that BRCC is zoned Agricultural (AR). He noted that the area to the east and north is Institutional and to the west is commercial neighborhood. He noted that there is business campus and office neighborhood in the area as well. He noted in Susquehanna Township it has a neighborhood

commercial classification and business residential office classification but moving to the north it is high density classification which is urban residential. He noted that the corridor for Linglestown Road has many commercial uses and as you move back from the road it moves to residential.

Mr. Courtney noted that the purpose of the AR district is to provide a rural type of development and not to conflict with agricultural uses. He noted if you look at that property today and what is around it, it is not a good fit as there is no adjoining agricultural land. He noted that corridor is predominately a mixed use more oriented along Linglestown Road for commercial uses. He displayed an aerial of the corridor noting that it shows the commercial center along Linglestown Road that transitions to residential from the road for both north and south. He noted beyond the Colonial Country Club it transitions to more residential along Linglestown Road with farms and open space.

Mr. Courtney noted that the concept for the redevelopment is to respect and reflect the mixed use land use pattern along Linglestown Road. He noted that it would center commercial uses along Linglestown Road and then transition to varied types of residential, at different densities as you move to the north away from Linglestown Road. He noted that they have brought a high level concept plan but there are no lot layouts yet. He noted that he wanted to show the land use patterns for their concept plan as it takes in about 132 acres and it is color coded for the various uses. He noted that there are four design elements that they would like to reflect in this redevelopment.

Mr. Courtney noted that first is a mixed use more commercial oriented towards Linglestown Road and transitioning to residential as you move north. He noted the second is streetscape as they want to offer some enhancements such as Traditional Neighborhood Development (TND) type elements. He noted the third is regional recreation providing an opportunity for a large regional recreation and open space area, and the fourth is reuse. He noted that they would like to provide for an adaptive reuse of the clubhouse as it is a unique facility and it has some nice features and it could be the focal point of the community.

Mr. Courtney explained that two access points are proposed to the site. He noted one would be aligned with Crums Mill Road and the other would be aligned with Carol Drive. He noted that much transportation planning would be part of the process noting that Crums Mill

Road will likely be signalized at Linglestown Road. He noted that it is expected as part of the project planning.

Mr. Courtney noted that the blue area is identified as the commercial area noting that the streets would come back through the site. He noted what he envisioned is commercial businesses that will have some frontage on Linglestown Road but also creating streetscapes along the commercial portions of the street where some buildings would be pushed up closer to the streets. He noted that streetscape enhancements would include minor sidewalks, street trees, and architectural enhancements. He noted that the goal is to create a different presence, more place within this area. He noted that this area takes up about 20 acres.

Mr. Cortney noted that the brown area on the plan is identified as assisted living and multi-family areas taking up another 20 acres. He noted that an assisted facility is contemplated for this area that would have frontage along Linglestown Road. He explained that a user has been identified and there is interest in this process. He noted that he is unable to provide the levels of care at this point but he noted that most are one-building with different levels of care with some independent living to transition to assisted living to transition to nursing and memory care. He noted as those plans get more formalized, he will be able to share that with the Board.

Mr. Courtney noted behind the assisted living is apartments. He explained that the market study has shown a need for high-end luxury apartments of the type that don't exist in the area. He noted that he envisions an apartment complex with first floor parking having shielded decorative walls, and above the first floor parking would be four to five floors of apartment living. He noted that they would be luxury high-end apartments; we could provide you with some examples of what the architecture will look like. He noted that it is not like any apartment building that you will find in the area.

Mr. Courtney noted that he is treating the assisted living as quasi-institutional/commercial, but as you move back, the pink area is approximately 20 acres and it is anticipated for townhome development, and then you move into single-family detached dwellings in the darker green area in the back. He noted the area in the eastern portion that is in lime green has been identified as regional recreation opportunity consisting of 32 acres. He suggested that two-thirds of that is flat land and it is part of the golf course that is flat; but as you move to back of the site, there are some slope areas. He noted that this region is two-fold. He

noted that two-thirds of it are more suitable for active recreation; however, one-third in the back would be a nice passive recreation area with some trail connections. He noted that naming rights are up for grabs. He stated, in terms of ownership of the parks it is up for discussion, noting if it is something the Township wants, that is great, if a school district or a group of soccer clubs are interested, that is up in the air at this time.

Mr. Courtney noted in terms of the amendment for this project, the zoning is currently AR and it does not fit the surroundings. He noted that a zoning amendment would be required. He noted that he is not saying this is exactly what we are looking for as it is part of the planning process. He noted that he would like to run a few things past the Supervisors in terms of a dozen or more ways to go about it. He noted that we envision this project as helping to create a sense of place that it will have elements of a TND, the mixed use components, the streetscapes, and architectural enhancements, but it is not the block grid pattern of development that you normally see in a TND. He noted that years ago, when the growing greener amendments to the Municipalities Planning Code came out and everyone was excited about adopting TND ordinances, even though there was not a lot of familiarity with them, the typical vision that you saw in dozens of ordinances was a common notion of a central community green space with a main street area, and as you move out, you transition from higher density to lower density residential. He noted that the block grid pattern is a big concept but it is rigid. He noted what you have seen in other municipalities, and over the years, they have come to recognize that the concept needs to be a little bit more flexible. He noted, for example, Mechanicsburg Borough adopted a TND ordinance. He noted that it was a typical block grid pattern with the community green but it was not something that was going to work for the property that was identified. He noted that part of the process has been to rework the ordinance to get to a point where we recognize that we are on an arterial street, maybe the commercial has to be somewhat oriented to that street as opposed to plopping a town in the middle of a property. He noted in another project in Lower Allen Township where there is a TND proposed, it is a little different as it has elements of the downtown area that was able to straddle two state roads that ran through the site, one Arcona Road and one Lisburn Road. He noted that they did not put a rigid block grid pattern in the middle of the property, and it was able to be oriented around two state roads on both sides as the property was available for that. He noted that the bottom line is that one approach of the

TND elements is to have the Township's TND overlay apply to the property and to marry this vision with what's in the TND, allowing for some tweaks here and there for the regulations.

Mr. Courtney noted that another approach is to say that we don't want to change the TND as we like the mixed use concept with TND elements and may come up with a new district or overlay like a mixed use redevelopment overlay. He noted that he did one in Lewisburg where the property had to be redeveloped and they came up with something better in order to create a sense of place. He noted that those are two options out of many, and what we wanted to do was to walk the Board through these initial planning thoughts to get feedback.

Mr. Seeds questioned how many units you are proposing for the assisted living. Mr. Courtney answered 80 units. Mr. Seeds questioned if there would be any other care than assisted living. Mr. Courtney noted that everyone would be in the same building with certain areas devoted to independent living, assisted living and nursing and memory care. He suggested that it would have at least the assisted living and nursing care but it is something that we will have to come back to you with more information. Mr. Crissman noted that it is an important component because the third component needs to be developed. He noted when you live and reside in the Township and reach the stage where people make the decision to downsize; they want to remain in the Township. He noted that he wants the opportunity to downsize to a larger unit for independent living before you have to move to assisted living and then to nursing care. He noted that the strength that he sees if it is developed would be the apartments and or townhouse. He noted that he would like to see at least one building, instead of being a rental, it would be a purchase condominium because that would be a way of downsizing, living independently, having a car protected, living here six months of the year, turn the key, get in a car and go elsewhere. He noted that he should also have the option to move in the townhouses provided they are all on one floor for single family townhomes as opposed to only two story. He noted that it should provide a person more flexibility to get out and plant flowers or a tomato plant next to the kitchen. He noted the concepts that are being presented provide an opportunity for sequencing for current residents. He explained that he heard assisted living and nursing care but he needs the third care, level for independent living where a person can do such as what occurs at Messiah Village or Bethany Village. He noted that there are so many that provide the three steps and he suggested that it could work here and he asked that it be considered.

Mr. Seeds noted that it could be tied in with the commercial area having small stores. Mr. Courtney agreed as there would be no big box stores at this location.

Ms. Lindsey questioned if the recreational area would be fields or are you looking at some type of building like a Spooky Nook. Mr. Courtney answered that it is all up for discussion at this point, but he was not looking at doing a Spooky Nook unless someone came to Mr. DiSanto and stated that they wanted to do that. He noted that the initial thoughts were that we have a sizeable area and there seems to be a desire for additional fields for soccer or baseball or whatever. He noted that it may be a central area that may be convenient for people but anything is open for discussion at this point. Mr. Crissman noted if the 32 acres are developed then it gets built into the organization structure will there be the ability to get access to that location from Linglestown Road. He noted that it could be used by more than just the people who live in that area.

Mr. Hawk noted when you move to assisted living, it brings in a different element as you will need staff to assist people with the activities of daily living. He noted that a nursing facility requires a totally different element that will require meeting state regulations and having so much staff on hand. Mr. Courtney noted that there is a specific operator we are discussing the acquisition of the front portion with and they are an operator who operates assisted living, nursing care and so forth. He noted that it will be a licensed facility. Mr. Hawk noted that he spent 20 years as a nursing administrator. Mr. Crissman noted that we have nothing like this in the Township and it would retain those people who have lived in the Township and want to remain here. He noted at this time they don't have that opportunity.

Ms. Lindsey noted that you have 132 acres and she questioned if they had thought about just doing a Bethany Village in that area that would have the cottages, apartments and the assisted and skilled care facilities. She noted that you only mentioned 80 units but you have more space and you could do more. Mr. Courtney noted as to the thoughts of what could happen here, didn't start yesterday. He noted in terms of identifying prospective users and the Bethany Village and Messiah Village, we have spoken to them. He noted that it is a great project and he does not disagree with Ms. Lindsey, but in terms of having that kind of operator you really need to be an operator to do that. He noted that they have not had a lot of interest in that but there is an interest in an assisted living type facility that is self-contained in one building and that is it. He noted that

is what we are starting to see, those types of smaller facilities at more locations as opposed to the large Messiah and Bethany Villages. He noted that it is something that might end up driving our schedule as they will want to get in sooner than later.

Mr. Seeds questioned how much of the 132 acres is zoned AR. Mr. Courtney answered, all of it. Mr. Seeds noted that would permit one residence per acre. Mr. Courtney answered yes. Mr. Seeds questioned how big the Colonial Country Club is. Mr. Courtney answered that it is 175 acres. He noted that it is zoned R-1. He noted that the BRCC is the only golf course in the Township that is zoned AR.

Mr. Hornung noted that it is important that the Board provide some type of Messiah Village, noting that economic conditions are altering that, but adaptations are expected. He noted that the advantage to our community for that type of facility being in Lower Paxton Township is that many people want to stay close to their families, and from a holistic standpoint, grandparents provide an incredible amount of child rearing that will impact the community for years to come. He noted that his grandmother had a great impact on him. He noted keeping those people close to their families is very important. He explained that it provides a tax base for the school district, Township, and the County that has very low impact on the resources of those municipalities. He noted that the police will not be impacted and the roads won't be impacted as most of them are not going to work as they are retired. He noted that they don't have kids going into the school system, but they will be paying taxes. He noted that it has an incredible tax benefit to have that kind of community in our Township. He noted from the social standpoint, elderly people do a lot more volunteering within the community. He noted that they provide a certain amount of leadership as they have a lot of experience and wisdom and to lose that resource is not something we want to do. He noted that it is on our agenda tonight as it is one of the Supervisors strategic project for planning for the future. He noted that Mr. Crissman is working to find a way to provide that type of facility in the Township.

#### Discussion of specific Township public relation needs

Mr. Hornung stated that he requested Mr. Wolfe to put this on the agenda to discuss if we should hire a part-time consultant, public relations person. He noted that this is more for discussion by the Board if we should do this.

Mr. Wolfe noted that consulting services are the Board's prerogative for how you would want to procure one. He noted that you can do it by a request for proposal or just select someone as it is a professional service. He noted, in the past, you have had a public relations person primarily in the preparation of the newsletter having that item included in the budget; however, the person who provided that service passed away last year and we have not filled that position. He noted that you have some budget leeway in the ability to select someone to provide services and you have a history of providing services. He noted that it is your prerogative for what you do and how you do it.

Mr. Seeds noted that the Township has grown over the years as we are near the population of 50,000 people. He noted that other communities have hired people to be public information officers. He noted that we may not need a full time person, but we certainly could use help with the newsletter, webpage and other things. He noted that it is time we take a look at that and put money in the budget for next year. He suggested that we may be able to share a person with another township our size. He noted that we need help with our web site and our staff is overworked now, so he thinks it is time to do something. He noted that we could get help in writing the job description to look at hiring someone next year, full-time or part-time.

Mr. Crissman noted that it would be good to provide some relief of the responsibilities that we ask of staff now to do the newsletters and keep our website up to date. He noted that the announcements that Mr. Wolfe provides each meeting are going out over the media through TV, but it would be good to have someone talk with PennLive and the newspaper to get the information out. He noted that Ms. Wuestner told us that we now have enough funds to get a new frog for the FC pool. He noted that they have worked over a year and a half to do this and it would be a great announcement to come from the Township as the community rallied to come up with the funds. He noted when we have received superlative Audit Reports of everything that is done in this Township from a fiscal standpoint, these things need to be known. He noted that we do a lot of really positive things in this community that never really get out into the community for people to know. He noted that we need to recruit people from our community to serve on the various committees and we struggle to find those people. He noted that the only question that he has is should it be full-time or part-time as we would need to identify the duties and responsibilities we would want that person to do. He noted that the weakness would be at what

cost. He questioned if the need outweighs the cost; based on what he has brought to the Boards attention; he thinks that it warrants hiring a person.

Mr. Hawk noted that it is an important step as it is an opportunity to test the feelings of the community.

Mr. Crissman noted that Mr. Wolfe can announce the holiday tree lighting on December 2<sup>nd</sup> but that is something our PR person could be doing, going out and getting people to volunteers to help. He noted that it would relieve the current staff from having to do this so there is merit for further discussion and or implementation.

Ms. Lindsey noted that she agreed as we need to get out what is happening in the Township and what is available as we are the largest township in Dauphin County. Mr. Crissman noted that the school district has such a person.

Mr. Hornung noted that a couple of weeks ago when the Sewer Authority received an award, the fact that 20 years ago when we started to do the sewer projects and every time we had a major rain event we had 150 manholes that overflowed, but now we are down to no overflows. He noted that we have made incredible progress in this area and we also finished up filling in Wolfersberger Park using the fill from these sewer projects to do that. He noted that fill can cost up the \$8 per cubic yard and we obtained 300,000 cubic yards of fill for free. He noted if you look at some of the things we have done it is a million and a half dollars in savings. He noted that this information does not get out to the public. He noted that he is in favor of it as well.

Mr. Crissman noted advertising the number of parks that we have and what happens in the parks, noting that we have pavilions that you can rent for family reunions. He noted that we have a dog park, and maybe we will have a second one, but these are things that we do and unless you are really looking for them, you are not aware of these things. He noted that someone could enlighten our community, especially on our TV station.

Mr. Hornung noted that volunteerism is always a struggle and it helps to keep costs down. He noted that the fire company is an example and as we get more publicity it may help to inspire more volunteers. He noted that it is always an effort to get those volunteers. He questioned how many people volunteer in our Parks and Recreation activities. Mr. Wolfe answered that he does not know. Mr. Hornung noted that he saw numbers as high a 1,000. He

noted that is staggering that our staff handles all those volunteers. He noted that our staff is incredible so he is in favor of it.

Mr. Crissman noted that we have been struggling with our 250<sup>th</sup> anniversary, asking Polly Murphy to help out, and a PR person would be a great liaison working with Ms. Murphy to make the event what it should be in recognition of this municipality.

Mr. Hornung noted that we have decided that we should obtain someone now we need to determine how we proceed.

Mr. Seeds suggested that we should ask Mr. Wolfe to look at the budget to see if we can find up to \$50,000 to hire at least a part-time person for the next fiscal year.

Mr. Crissman questioned if we should wait until January. Mr. Seeds answered that it should be put in the budget for next year. Mr. Crissman questioned what about trying to hire someone now as they would only be working for two months. Mr. Seeds noted that we should budget \$50,000 for next year.

Mr. Crissman noted that we only have two months left for this year and we should be able to come up with some funds to hire someone this year. He noted if you have someone who is really good you may lose them. Mr. Wolfe noted that he is confused and questioned if the Board is looking for consulting services or staff services. Mr. Seeds suggested staff services. Mr. Crissman questioned if you are looking for a full time position. Mr. Seeds stated that it would be part-time initially.

Ms. Lindsey noted if you are including the newsletter etc. that would have to be a staff person.

Mr. Crissman noted that his preference would be to do consulting first and only for one reason. He noted that we need to find out if it meets our needs and if it does then he would think about creating the position. He noted once we create the position it would be harder to abolish a position.

Mr. Seeds noted that he does not know if there is anyone that does that type of work. Mr. Crissman answered that there are people out there. Mr. Hawk noted that a part-time person will split responsibilities between this and that. Mr. Crissman noted if we use a consultant we will get to see what kind of things we want to put on their plate and then determine if we need a full-

time or part-time employee. He noted that we could add or take away work as it has more flexibility.

Ms. Lindsey noted if we hire a consultant then Mr. Wolfe would still have to forward everything to the consultant. Mr. Crissman answered that the consultant would come into the office and do exactly what a part-time person would do. He noted that they would be in this building gathering data and talking with staff to put the information out to the public. He noted that he does not want Mr. Wolfe to spend as much time as he is now working on these issues.

Mr. Seeds noted if you use a consultant he may have to. Ms. Lindsey noted who will get the information to them if they are not present in this building. Mr. Crissman noted that it would be their responsibility instead of sitting with Mr. Wolfe, for instance, coming up with the holiday program; they would meet with Ms. Wuestner to gather the data for the upcoming events. Ms. Lindsey questioned how that person would know that we have a holiday tree lighting. Mr. Crissman noted that would not matter, if it was a consultant or a part-time employee, they would have to run until they catch up on the tarmac.

Mr. Hornung noted that some of this would continue to be done by Mr. Wolfe as he is looking for someone who could take some of Mr. Wolfe's work. He noted that it is more important that since these people do this all the time, they will write it differently than any of us would write it. He noted that a third party that is writing about the Township as compared to us writing about ourselves is another advantage. He noted that it always seems like we are patting ourselves on the back and it takes that away. He noted they would have the expertise of dealing with media and do the PR part; they know how to do this in a very well done fashion and that is what he is looking for at this time. He noted that he is not sure if he wants to hire a consultant or hire someone full-time or part-time as it takes a lot of analysis.

Mr. Seeds noted that we have a contract with Appalachia that takes care of the computers and they have office space at the building. Mr. Wolfe answered yes as we have a full-time IT consultant on staff. Mr. Seeds noted that they are not a Township employee. Mr. Hornung noted that his initial thought was to do eight hours a week and not a full-time person. Mr. Seeds stated that he did not think that would work. Mr. Hornung noted that you have expanded the duties in question as his thought was more to be the communicator between the Board and the media. Mr. Seeds noted that a consultant will need staff to give them what they

need to do the job. He noted if they are here they can do it much easier. Mr. Crissman noted that it doesn't matter if they are here as an employee or here as a consultant, they still need to get the information, it is going to be the same person.

Mr. Seeds questioned if they would work with the Police Department. Ms. Lindsey answered that the Police Department has their own webpage, they talk with the press and they do their own thing downstairs. Mr. Crissman noted that they should be under the Township's umbrella; they should not be a standalone. Mr. Seeds noted that we would have to talk to them. Mr. Hornung noted that there are specific people who do consulting only and he was not looking to expand it to the website or other things initially. He noted that it may go to that level but initially his intent was to deal with the media, issues, and ongoing things. He noted that the police could be included in that. He noted that he does not see it as publishing the newsletter, but much more than an eight hour a week job. Mr. Crissman noted that is why we need to start small and creep before we crawl, before we walk, before we run.

Mr. Seeds noted that he does not believe that eight hours a week will be enough. Mr. Crissman noted that we will not know that until we sit down with a consultant. Mr. Seeds suggested that we need more information, having a consultant come in to determine what we need. Mr. Hornung noted that we all have an idea of what we need.

Mr. Wolfe suggested that the best way to coalesce your individual thoughts is to request work from multiple consultants to see what they provide. Mr. Crissman noted that Mr. Wolfe could investigate who is out there and what they can provide.

Mr. Seeds noted that it would be valuable to see if we can find some money to put in the budget next year. Mr. Hornung noted that he agreed with that but he would like to do something soon. Mr. Seeds noted that we need some funds in the current budget. Mr. Crissman noted that we only have a month and a half left in this year. Mr. Hornung requested Mr. Wolfe to look at the budget to see if we could put something in next year's budget.

#### Status reports regarding Supervisors' Strategic Plan

Mr. Hornung noted that we talked about visioning for the Township and he wants to focus on this visioning process, as 20 years from now, he would like that the Board could look back and say that these people had their act together, they saw issues, and reacted to it in a

proactive mode which saved the Township money and provided for a greater quality of life. He noted that is the biggest job for the Board to do, to provide the vision for ten to 20 years out. He noted what makes a difference for many people is that they had a ten year vision plan. He noted that they can see things coming down the road and they react to it earlier to gain full advantage. He noted that we talked about what happens as Amazon continues to pull business away from brick and mortar retail, and what will happen in the Township as we have one of the largest square footage of retail space in all of Harrisburg. He questioned what will happen as some of the large retailers drop out and then you have malls that are empty. He questioned what we will do with them. He noted that we need to react proactively and not reactively when everyone is scurrying for answers as we will be in the bidding war with them to try to find someone to fill those spaces. He noted that we don't want to go there. He noted that we talked about bringing a Messiah-type village to Lower Paxton Township. He noted that we have talked about bringing a Lititz-type atmosphere to Linglestown. He noted that we are looking at creating a sports complex using private money to build something that the community would be proud of and will keep sports alive. He noted that he believes in a child's development, it is very important to be on a sports team because in today's society you don't learn how to work as a team, noting that you need to learn how to do that at an early age. He noted that these are important things, especially in our times to build leadership and a rapport and the Township needs to provide that. He noted that we need to provide something for young people, and for people who want to retire in the Township, to live close to their families. He noted that has been part of our strategic plan.

Mr. Crissman noted that he was pleased with the presentation tonight with regard to an assisted living facility which is something the Board has championed. He noted that this particular project is ongoing in terms of having others from the outside area look at our land noting the kinds of opportunities that could be presented for consideration and further discussion with regards to senior housing.

Mr. Hornung noted that we are working on the stormwater requirements for the Township. Mr. Seeds noted that it is an ongoing issue as we have had meetings noting that we need to have further discussion for where we are going. Mr. Hornung questioned what will be the next step. Mr. Seeds answered that staff needs to look at how we would put together an authority. Mr. Hornung questioned how we go about doing that. Mr. Seeds explained that his preference is

to make it part of the sanitary sewer authority but we need more discussion. Mr. Hornung questioned if we have any ideas for how to proceed down that path. Mr. Seeds answered that the big question is where you get the money from, do you continue to look at increasing the property taxes to get the monies or do you form an authority and charge for impervious areas. He noted that he would prefer to charge for the impervious areas which we have discussed, similar to what Hampton Township is doing, as well as other Townships throughout the State. He noted that we are mandated, as a result of the Chesapeake Bay and Paxton Creek issues to do this, and all that remains is how to do it. He noted that we have to get the money from somewhere, and his preference is to form a stormwater authority, and tack the fee onto the sanitary sewer bill on a quarterly basis that will help fund the improvements that we need to make to the stormwater sewer system.

Mr. Hornung questioned if Mr. Seeds has reviewed Hampton Township's ordinance. Mr. Seeds answered that he attended a meeting with them. Mr. Hornung questioned Mr. Seeds what do we do now. Mr. Seeds noted that we need to do it and we need to form the authority.

Ms. Lindsey noted that Hampton Township is having issues with this authority with people not paying their bills. Mr. Seeds answered that he did not see that. He noted that he was told that they were have a problem with the Navy Depot not paying for their impervious coverage but he did not hear about individuals not paying their bills. Ms. Lindsey suggested that it was both who are not paying their bills. Mr. Wolfe noted that there was an article in the local news not too long ago, but he is not sure of the specifics as they had a collection issue with the Navy Depot and PennDOT.

Mr. Hornung requested Mr. Seeds to make contact with Hampton Township to find out how it is going. He questioned Mr. Wolfe if we have a copy of their ordinance. Mr. Wolfe answered that we can get it. Mr. Hornung suggested that we should get a copy of the ordinance so the Board can review it to see what we can do.

Mr. Hawk noted that the Pennsylvania legislature has passed a law that allows Townships to charge reasonable rates for stormwater management. He noted that it is already in effect, but we are looking at it in a positive way to make our community vibrant and to move ahead. He noted, of all the Townships across Pennsylvania, only about 8% to 10% are

experiencing any kind of difficulty, whereas when you look at cities their rate is 64% to 70%. He noted that cities are in a difficult situation of how you bring it back.

Mr. Seeds suggested that the Township is way ahead of the curve and we need to stay there so we don't fall back.

Ms. Lindsey noted for the Hodges Heights Community, we have replaced the picnic tables and benches for the residents.

Mr. Hornung noted that there are some large private organizations that are interested in Wolfersberger Park as far putting in some type of facility at that location. He noted that he will get back with the Board as he gets more information on that to see if the Board is interested in that.

#### Discussion regarding proposed Guidelines for Public Comment

Mr. Hornung requested Mr. Wolfe to prepare general guidelines for public comment. He noted that unlike many municipalities we do not have guidelines for public comment. He noted that this Board of Supervisors has been very amenable to allow comment on almost any subject for almost any period of time.

Mr. Wolfe noted that he prepared some general guidelines that follow along what the Board does in its current practice. He noted the following: The following guidelines are offered by the Township in regard to the presentation of Public Comment: Individuals that desire to speak under Public Comment must be recognized by the Chairman. He noted that many municipalities required someone to schedule public comment or sign in. He noted that you could do this but he did not add that to the list. He noted if the meeting is televised, all public comment must be made at a podium/microphone and on camera. He noted that is the Board's practice. He noted that individuals speaking under Public Comment must first identify themselves by name and address. He noted that is also the practice. He noted that public comment must pertain directly to Lower Paxton Township and its municipal government. He noted that the Board has been very flexible with that but, from time to time people speak about something that is not germane to our community and this would limit that. He noted that the Chairman may limit repetitious and redundant public comment and he noted that is the practice, but you don't have it in writing. He noted that public comment that is scandalous, impertinent, irrelevant, or for the

purpose of disrupting the meeting shall be ruled out of order by the Chairman. He noted that public comment must be polite.

Mr. Wolfe noted that the Board has other options for public comment that you could employ such as time limits and you could defer public comment to a special meeting for that activity. He noted that these are some thoughts that he had and he tried to formalize what the Board's current practice is as opposed to expanding greatly upon that.

Mr. Seeds noted that is pretty much what we have been doing all along. Mr. Crissman noted if you plan to speak to the school district on a Monday night you are required to register on the Friday before to know how many people will be speaking so that they can provide a certain time to speak, so that they can schedule the amount of time that they need in their agenda for public comment. He noted that he is not advocating that. He noted that he likes the open board flexible type of meeting.

Ms. Lindsey noted that the word may get out about a meeting and they didn't know in enough time to register. Mr. Crissman noted that some people get upset as they didn't know they needed to register ahead of time.

Mr. Seeds noted that he is fine with what we have.

Mr. Crissman noted that his only concern is that we have sufficient amount of time for public comment.

Mr. Hornung questioned about the recommendation to limit public comment to five minutes. Mr. Crissman noted that he had no problem with that as it guarantees that more people will have an opportunity to be heard. He noted in the United States House and Senate, people can get up and filibuster for five hours. He noted this puts it in writing that we are limiting it to five minutes and it will provide an opportunity for more people to be heard.

Mr. Wolfe noted if you limit it to five minutes you can also do a caveat that public comment expected to be longer than five minutes should be scheduled as an agenda item as was done this evening with the gentleman and the motor coach issue. Mr. Crissman noted that it obviously took more than five minutes and we wanted to give him his time. Mr. Wolfe noted that he could have spoken under public comment but he scheduled the item, you were aware of it as it

was on the agenda, and you allowed sufficient time. Mr. Crissman noted that the Board could provide him the maximum amount of time to speak.

Mr. Seeds noted that is an excellent point as we need to put that in as Mr. Wolfe suggested.

Ms. Lindsey noted as a courtesy of the builders, residents, and engineers who have something on the agenda, if public comment goes for two hours, they have to sit for a long time to have their agenda item discussed. She noted that a couple of weeks ago we were in a meeting to almost 11 p.m. She noted that the people who came at 7:30 had to sit until their item came up and the last one was addressed at 10:30 p.m.

Mr. Crissman noted that one of the reasons the school district have requested people to register for public comment is to list what they want to speak on, allowing the school district to have the correct staff person at the meeting who may be able to address the issue.

Ms. Lindsey suggested that we should add the five minutes time limit. Mr. Crissman noted that he had no problem with that. Mr. Hornung agreed with that noting that this is the first time he ever remembered scheduling someone to provide comments. He noted that he wanted to comment on it as well. He suggested that it is an excellent idea.

Mr. Wolfe noted if you so desire he will reduce this to a resolution for the Board's action at the next business meeting.

Mr. Jeff Kline suggested that the guidelines should be posted in the room to make sure all the residents are aware of them. Mr. Crissman noted, after it is adopted that should be done. He noted if we had a PR person they could get that information out to the public.

Settlement and Release Agreement with DJH Victoria Abbey  
Associates, LP for the Townes at Forest Hills

Mr. Wolfe noted that Mr. Stine was charged with acting on various financial instruments posted by Classic Communities for multiple developments in the Township. He noted that Classic Communities has not completed the improvements within those developments and it is the Township's understanding that they are in bankruptcy protection. He noted that Mr. Stine has taken action on multiple instruments and this one is for \$3,761.21. He noted that the bonding company is willing to provide to Lower Paxton Township, upon agreeing to the settlement and

release agreement, the funds. He noted that it would close out this for with DJH Victoria Abbey Associates, LLP for the Townes at Forest Hills. He noted that Lower Paxton Township would be required to complete the public improvements that are estimated at approximately \$3,700 and this phase of Victoria Abbey would be closed out.

Mr. Crissman made a motion to accept the settlement and release agreement with DJH Vitoria Abbey Associates, LP for the Townes at Forest Hills in the amount of \$3,761.21. Mr. Hawk seconded the motion. Mr. Hornung called for a voice vote and a unanimous vote followed.

Announcements

Mr. Hornung noted that prior to and following this meeting the Board met to receive information from the Township Manager as well as meeting in executive session to discuss disposition about real property.

Mr. Seeds noted that tomorrow is Election Day and the poles are open from 7 a.m. to 8 p.m. He reminded people to get out and vote.

Adjournment

With there being no other business, Mr. Crissman made a motion to adjourn the meeting, and the meeting adjourned at 8:39 p.m.

Respectfully submitted,

Approved by:

Maureen Heberle  
Recording Secretary

William B. Hawk  
Township Secretary