

LOWER PAXTON TOWNSHIP
BOARD OF SUPERVISORS

Minutes of Workshop Meeting held December 8, 2015

A workshop meeting of the Board of Supervisors of Lower Paxton Township was called to order at 6:03 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 L. Lindsey.

Also in attendance was George Wolfe, Township Manager; Steve Stine, Township Solicitor, Chief Tom Swank and Ben Shields, Colonial Park Fire Company; Ed Crum and Mike Kraska, Linglestown Fire Company; Dave Spotts, Public Safety Director; and Watson Fisher,
SWAN

Pledge of Allegiance

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

Mr. Hawk explained that he was going to move Public Comment back after the first two items on the agenda in order allow the fire services to attend another event.

Continued discussion regarding Phase IV of the Fire Equipment Capital Plan

Mr. Wolfe noted that the Board of Supervisors has authorized the Linglestown, Colonial Park and Paxtonia Fire Companies to move forward with the purchase of three firefighting apparatus. He noted that Linglestown is moving forward to purchase an engine, Colonial Park was approved to purchase an engine-rescue, and Paxtonia was approved to purchase a tiller ladder truck. He noted that the total price to purchase these three items is roughly \$2.2 million which will come out of the Fire Equipment Capital Fund (FECF) and by this time next year that fund will have \$1.7 million on account. He noted that the remaining funds will be borrowed from the General Fund and paid off over time from the annual allocation to the FECF.

Mr. Wolfe noted that you have received one agreement from the Linglestown Fire Company for the purchase of one of the units. He noted that Mr. Dave Spotts, Public Safety Director (PSD) has reviewed the agreement and had a couple comments he would like to make.

PSD Spotts noted that the contract appears to be inline in terms of value for what is being offered but he had two questions which he previously discussed with Mr. Wolfe. He questioned why a performance bond is needed if the Township is paying for the truck up front and suggested

that counsel may want to look into this. He noted the other item was the \$20,000 contingency fund built into the purchase price. He noted that the only thing that relates to that fund is the striping and lettering once the unit is built out. He noted that there may be other reasons for that fund, noting if any funds are left over it should come back to the Township.

Mr. Crissman questioned if Colonial Park is resolved for its direction for its equipment. Chief Swank answered that he is asking for an extension on the specification that was submitted. He noted that the fire company, at its December meeting voted that specification down and will be starting over. He noted that some of the concerns that they had for Stray Winds Farms development that is being constructed now is that we will have difficulty in that development. He noted that we are looking to purchase a smaller wheel-base truck.

Mr. Crissman questioned Chief Swank if he has an anticipated date for when he would be ready to come back to the Board. Chief Swank answered that he will give the Committee four months so he can provide something to the Supervisors in the first quarter of 2016.

Mr. Crissman questioned if the total dollars discussed will be enough. Chief Swank answered that it will not go over the amount that was originally submitted. He noted that we will try to make it smaller with a shorter wheel-base.

Mr. Hornung noted that there was a discount since we were ordering two apparatus at the same time. He questioned if we will lose that. Chief Swank answered that he believes that it will still go with the price that was submitted by Linglestown. Mr. Hornung questioned if that could be part of the negotiations. Chief Swank noted that is above his pay grade. He noted that he believes that the discount that Linglestown is getting is the same but he was getting a deeper discount on his rig as it was a little more costly. Mr. Wolfe noted that he does not recall seeing the discount listed in the contract document but he will clarify that with the manufacturer.

Mr. Crissman noted that Colonial Park and Linglestown were going together to use the same vendor, but he questioned if it will have any impact on the discount that will be coming noting that they will not be ordered at the same time. Chief Swank noted that he can't speak on behalf of KME but he believes that they will stand behind what they submitted. He suggested that Mr. Wolfe will have to reach out to them. Mr. Crissman noted that the submittal of the two orders at the same time would have created a great discount for the Township.

Ms. Lindsey noted that Chief Swank stated Stray Winds, but she questioned if he meant

Shadebrook. Chief Swank noted that it is the development on Fairmont Drive. Ms. Lindsey questioned if the reason you are not going with the original rig is because of Shadebrook. Chief Swank answered that some of the concerns is the overall wheel base having it down to 217 feet and some of the company feels that it is too big. He noted that we are looking at other options.

Mr. Seeds noted when you said Stray Winds did you mean Shadebrook. Chief Swank noted that he should have just given the intersection of Fairmont Drive, noting that he came to the last Public Safety Committee and submitted a concern with the curbing that is in that development. He noted that is why we are looking at getting a smaller wheel base. Mr. Seeds noted that you said Stray Winds, and he thinks you mean Shadebrook. Ms. Lindsey noted that she just asked him that question and he answered it for her.

Mr. Seeds noted that we get a sizeable discount if we pay up front. Mr. Wolfe answered correct. Mr. Seeds questioned how much it would be. Mr. Stine answered \$19,885.

Mr. Wolfe noted although this is not a business meeting, you could authorize the Linglestown Fire Company to move ahead with the purchase subject to the performance bond being determined by the solicitor and clarification for the contingency fund and multi-unit discount.

Mr. Crissman noted that he had a question for the Paxtonia Fire Company. It was noted that no one was in attendance at the meeting from Paxtonia. He noted that the piece of equipment that they were asking for, he questioned if it could be purchased from KME and Chief Fife answered no. He noted that he wants a clarification on that. Ms. Lindsey noted that she spoke with the vendor for KME and was told that they do make a truck-drawn tiller truck, but the one that Paxtonia was looking for was stainless steel and KME makes an aluminum one. She noted that the vendor assured her that it is specially coated for rust. She suggested the Chief Fife should get an estimate from KME as well to compare their original Seagrave price to the one from KME. Mr. Crissman noted that he wants to know the quote, and if they are all purchased from the same company that the discount may be increased and be a benefit to the Township. Ms. Lindsey noted that she was told that they do a significant discount for Colonial Park and Linglestown but if we would also purchase the third truck he would take a look that. Mr. Crissman noted that every penny helps when we are spending \$2.2 million.

Mr. Crissman noted that we can move forward.

Ms. Lindsey questioned if Linglestown is fine with their specifications and quote from KME. Mr. Ed Crum answered yes.

Chief Swank questioned if the Board's wish is that Colonial Park go with KME. Mr. Crissman answered if it provides the piece of equipment that is necessary and we can marry all three pieces with the same company and benefit with a discount it is to everyone's advantage that we are buying equipment that we need, but also doing it in a fiscally prudent manner. He noted that he appreciates Chief Swank's efforts in doing more assessment especially if you can come back to us in the next four months so we can move forward as you continue to finalize your recommendation.

Ms. Lindsey questioned Chief Swank if the truck that you are now looking at, the smaller one, does KME not make that. Chief Swank answered that they will make it but some of the members wanted to look at other vendors, but if the Township is looking to stay with one vendor to get a deep discount, he will reach out to KME again.

Mr. Seeds noted that he was of the opinion that Colonial Park and Linglestown both wanted to buy from KME. Chief Swank answered that the specification that he submitted was from KME, but at the meeting in December the company voted it down to try to get something with a smaller wheel base. He noted that we will continue to get more information from KME and he will try to having something in the first quarter.

Mr. Seeds noted that you are talking about problems with Shadebrook and he wished it would have been brought up in the approval process. Chief Swank answered that it was as we had many meetings and Mrs. Lindsey knows his stance on... Ms. Lindsey noted that we questioned the alleys but she thought that the fire company was okay with what we ended up with. Chief Swank noted that there was a consensus but for him personally, the ordinance says 32 feet and that is what we should be designing the streets at 32 feet, not shrinking them down to 26 or 24 feet. He noted if you go out on Fairmont Drive now you will see the school buses hopping the center island as it is too small. Mr. Seeds noted that he thought everyone was okay with it but apparently they were not.

Mr. Crissman noted that Chief Swank said four months, but do you perceive that it will be less than four months. Chief Swank answered that he will do his best to make it less than four months.

Ms. Lindsey noted that from the time your order it you are talking a year for delivery. Chief Swank answered from the time we submit a specification to the Board to provide approval it would be a year before we would take ownership. Ms. Lindsey noted that you will receive it in 2017.

Mr. Hornung noted that Chief Swank insinuated that there may be other options than using KME. Chief Swank noted that there are other manufacturers that build apparatus. Mr. Hornung questioned if it is an issue since you are going to a smaller wheel base. Chief Swank noted that he asked the questioned if the Board wants Colonial Park to stay with KME since it is looking for the deep discount. He noted that there are many fire apparatus manufacturers within the United States. Mr. Hornung noted that the bottom line is whether we get the discount or not, what is more important that we get the best price. Chief Swank noted that he will reach out to a couple other vendors to see what they come back with. Mr. Hornung noted that sometimes, competitiveness has an effect on pricing better than a discount. Mr. Seeds noted that we need something that will work.

Mr. Crissman made a motion to authorize the Township to move forward with the Linglestown purchase contingent upon determining the necessity of the performance bond, contingency fund and the multi-unit discount. Ms. Lindsey seconded the motion. Mr. Hawk called for a voice vote and a unanimous vote followed.

Discussion regarding the purchase of promotional items to
enhance community policing efforts

Public Safety Director (PSD) Spotts noted that he provided a December 4, 2015 memo to Mr. Wolfe requesting authorization to move forward with the purchase of promotional items to enhance community policing efforts. He noted that it is a good idea to assist with internal cohesion and branding and identification of the agency in positive community relations. He noted that he would be happy to take any questions the Board may have. He explained that he has the funds remaining in the 2015 budget to do this and the price will be under \$7,000.

Mr. Wolfe noted that it is a line item budget; it does not exceed the line item but it is unusual as we have not purchased these items in the recent past nor was it included in the narrative description. He noted that PSD Spotts asked to move forward with this request and he

thought that it would be good if he provided this information to the Board at this time.

Mr. Crissman noted that it would be coming out of the 2015 budget so with that he made a motion to approve the purchase of promotional items to enhance community policing efforts expending funds up to \$7,000. Ms. Lindsey seconded the motion.

Mr. Seeds questioned if it would change the patch. PSD Spotts answered that the patch would remain the same but it would change the sergeants and corporals chevrons to match the color of the patches. Mr. Seeds noted that he read, respect, learning, partnership and duty, is that something... PSD Spotts answered they are the four keys on the mission statement for the Police Department. He noted that is not for the patch, it is for the coin. He explained, that is why it was included on the coin as it is the four cornerstones of the mission statement.

Mr. Hawk noted if you look at the corporal who is standing at the back of the room you can see his chevrons don't match the patch on his uniform. Mr. Seeds noted that you want to match the colors.

Ms. Lindsey noted that it is a great idea that you are trying to get everything uniform. Mr. Spotts noted that it helps with the professionalism for the agency as well as the other items that will help with the community and spirit.

Mr. Hawk called for a voice vote and a unanimous vote followed.

Ms. Lindsey noted that she wanted to introduce Mr. Dave Spotts as the newly hired Public Safety Director. Mr. Spotts noted on behalf of all emergency services in Lower Paxton Township he is thrilled to be here as he has almost 40 years in public service and has been a Township resident for over 20 years, so to come here as the Director is like coming home. He noted that we have a very exemplary police department and emergency services, and he will do whatever he can to keep it going and make it even better.

Public Comment

Mr. Hawk noted that the Board has decided to use the land on Locust Lane to its best advantage to meet the community needs. He noted that we have not changed our position. He noted if people feel compelled to speak, the Board will listen, but he noted that there is a meeting coming up this Thursday with the Industrial Development Authority, Dauphin County, residents and their attorney and representatives from the Township. He suggested that would be the appropriate venue to try to resolve the concerns.

Ms. MaryAnn Haschert, 5908 Pine Hollow Court thanked Mr. Hawk for his comments. She noted on behalf of the resident's concerns about the projects on the property at the Public Works facility she would like to thank the Township for agreeing to meet with representatives of our group and the Dauphin County IDA on Thursday, December 10, 2015 at 9:30 a.m. in Harrisburg at the IDA office.

Ms. Haschert noted that she appreciates the opportunity to sit down and have discussion with the Board about how to move forward in a way that is beneficial, not detrimental to the Township, IDA, our neighborhood and the other residents of Lower Paxton. She noted that she does not know the law but it is her understanding that only two Supervisors may legally attend and participate in this meeting, yet Mr. Hornung is the only Supervisor that we are aware of that is planning to attend, along with the Township Manager and Solicitor. She requested that an additional Supervisor attend this meeting. She noted that we are hoping that of the five Supervisors at least two will be able to attend and provide input into these discussions. She noted that they recognize the value of everyone's time but she believes the issues are important enough, you clearly stated to us that you are a listening Board and we think that at least two Supervisors would be more representative of the Board of Supervisors.

Board Member Comments

No comments were provided.

Presentation of the draft Colonial Road Corridor Evaluation

Mr. Wolfe noted that staff has been working with Eric Stump from HRG in regards to the Colonial Road Corridor, specifically a portion of Colonial Road from Valley Road through to Devonshire Road and Crums Mill Road. He noted that the Valley Road intersection of Colonial Road with Winfield Street is an offset intersection that does not function well because of the offset. He noted that several years ago, as part of a land development plan, the Township obtained right-of-way to correct the offset. He noted further to the north, the Colonial Road intersection with Crums Mill Road and Devonshire Road is substandard. He noted that the stacking lanes on Devonshire Road are not sufficient in length to provide for adequate turning movements. He noted that he has requested analysis of the intersection from HRG and Eric Stump will provide his initial findings.

Mr. Eric Stump explained that he looked at the Colonial Road Corridor from King George Drive by the mall up through Crums Mill/Devonshire Roads and beyond for the ability for pedestrians to move through the corridor as well as the functionality of the signals themselves. He noted that it also included maintenance purposes as they are old traffic signals and there are also infrastructure needs as well. He noted that it was a comprehensive look, studying morning peak hours, afternoon peak hours and Saturday peak hours. He noted that he looked at the Sunday morning church traffic as well. He noted what he found from a capacity standpoint is that there are times for certain movements that are deficient and it operates at poor levels of service. He noted that timing changes can help that as it has been ten years since the corridor has been retimed. He noted that this could help address some of the deficiencies.

Mr. Stump noted near the intersection of Crums Mill/Devonshire Roads there are office buildings in the vicinity that seem to leave out all at once in the afternoon. He noted that it is not a consistent backup through the entire peak hours but there are times when it actually operates worse than what the analysis is showing. He noted that it shows individual times where there are peaks for traffic flow in certain directions.

Mr. Stump noted that the traffic signals are relatively old having flaws with the wiring and maintenance issues. He noted at Colonial and Valley Roads that controller cabinet sits in a low spot, collects water and the conduit that carries the wire across the intersection frequently fills up with water, freezes and it makes replacing a wire very difficult to do.

Mr. Stump noted that he is not suggesting to make any physical changes to the intersection of Colonial Road at King George Drive. He noted that timing changes could help provide more time for the side streets to help get the mall traffic out in the afternoon and during Saturday peak hours. He noted that an immediate need concerns the no turn on red signage as it has a blank-out sign that lights up when a pedestrian phase is actuated. He noted when someone pushes the button to cross the street, all directions of traffic goes to red. He noted during that time there is a no turn on red sign that lights up to prevent the conflict of someone turning right on red. He noted that those signs are old and they are not very bright anymore. He recommends replacing those signs sooner than later as it would be a relatively minor expense compared to some of the other items. He noted that a mid-term project would be replacing the traffic signal wiring and the signal as it is an old span wire, noting that the new signals are more functional as

the mast arms have better visibility and they don't sway as much in the wind. He noted when we do that project he would recommend upgrading the ADA facilities, the curb ramps and pedestrian signals to provide the newer count down standards alerting the pedestrian for how long they have to cross the street.

Mr. Stump noted that there would be no visible widening and the immediate improvement would be to replace the blank out signs, and in three to five years, replace the signal itself. He noted that there is funding available from PennDOT for using Green Light Go funds that are specifically targeted for traffic signal replacements needing a 50% match. He noted that it would cut the expenses associated with the project in half. He also recommended installing back up batteries for any signal work to save the Police Department's efforts for when there is a power outage to keep the intersections operational, lasting for six to eight hours.

Mr. Stump explained that Valley Road and the Winfield Street intersection already has a right-of-way in place to accomplish the realignment that is depicted on the screen. He noted that there is currently an offset noting that they have two separate lights for each roadway. He noted once it is realigned it will provide for both directions the green light at the same time and will increase the efficiencies so it will not stop the traffic on Colonial Road for nearly as long. He noted that he will realign the lanes adding a right turn lane along Valley Road and one on Colonial Road onto Valley Road. He noted that there would be a benefit for doing that now as it would provide for an increase in efficiency, better signal operation and traffic flow through the corridor. He noted that the levels of service are such with the retiming, it operates well enough now that we don't have to go out immediately and do this, noting that the report has a long-term option for a six to ten year time frame.

Mr. Stump noted that he recommends putting a riser on the controller as soon as possible to get some of the equipment up in the air to keep the components inside dry. He noted that it is also recommended to replace the wiring and conduit to keep the water out. He noted that the old wire has been frozen and as the ice expands it damages the wires overtime.

Mr. Crissman questioned if they are also in the long term as opposed to having an immediate need, with the cabinet sitting low and keeping it dry. He questioned if that is causing deterioration and causing malfunctions in a much faster order. Mr. Stump noted that the riser would help to keep the wiring dry. He noted that it is listed as a short term project for the

replacement of the wiring as well as putting a riser in.

Mr. Hawk questioned if the 13,000 vehicles that you are speaking to is that for all of Colonial Road or that one section. Mr. Stump answered it is for one section we are discussing. Mr. Hawk questioned if there was any consideration for Ethel Street where it abuts Colonial Road as it is a difficult intersection to come out of to make a left turn to Route 22. Mr. Stump answered that he did not think a signal would be warranted for that intersection. He suggested the more efficient the corridor works the more it would allow gaps for traffic to flow from the side streets. He noted that there is no justification for another signal that close to the other signals. He stated that the side street does not have enough traffic volume to warrant a traffic signal. He noted if there is a safety issue we could consider a no left turn sign. Mr. Crissman noted that people coming from the library will go into the bank to go past Boscov's to get to the light. He noted that it occurs more during the holidays.

Mr. Stump noted when we do the road relocations, it will require a traffic signal to replace what is there now. He noted that he would recommend the traffic signal and road realignment at the same time as both are listed as long-term improvements.

Mr. Crissman questioned if there is any difficulty with the intersection because when you come off of Valley Road it does not go straight across to Winfield Street as you have a kink. He questioned if that would present a problem. Mr. Stump noted that it does not present as a safety problem because the intersection as it is designed now operates safely but it does create a capacity and efficiency issue as the Valley Road light is utilized and then the Winfield Street light is utilized; whereas if they were both aligned they would operate at the same time. Mr. Crissman noted if you are coming from the mall, headed north and you want to turn left onto Valley Road it may just need an adjustment on the arrow but when the light turns green only three or four cars can get through without an arrow as the other side is a good distance back from the intersection. He noted that he has seen a couple accidents as more than the normal amount of traffic has turned without the arrow. He requested Mr. Stump to look at that to prevent that from occurring as it has been an issue. Mr. Stump noted that one of his recommendations for the short term solution would be to provide more time for the northbound lane.

Mr. Hornung noted that some of those lights were synchronized with the Route 22 lights. He noted that Route 22 is undergoing extensive relighting and reconfiguration and questioned if

these lights will be synchronized with those lights. Mr. Stump explained that there was a time when this corridor was synchronized with Route 22, about ten years ago. He noted at that time we pulled it out of coordination with Route 22 noting that the characteristics along Route 22 required a longer cycle length and the logic that applied along Route 22 was not appropriate so we decided to split them out. He noted that the new system will not be coordinated with the corridor and it is not necessarily a change. Mr. Hornung questioned if we could make them adaptive to each other. Mr. Stump answered that they can be as we have it as a potential improvement for the long term. Mr. Hornung noted that due to Christmas traffic and at other times, it would back up east on Route 22 for people wanting to turn left onto Colonial Road and create a considerable amount of congestion on Route 22 backing up to the I-83 exit. Mr. Stump noted that this corridor would be a good candidate for the Green Light Go program as it is a matter of allocating it the right way. He noted that it would help with the seasonal shopping traffic and when the offices leave out at the same time.

Mr. Hornung noted with the lights so close together, he has noticed when you have stacking from one light to the next light, your logic should reverse itself. He noted typically you will let the first light go and then the next and so on, but when it is stacked you have to do it the opposite way. He noted that the third light has to go first and then the second and then the first and then it happens very quickly. Mr. Stump noted that we observed that at certain times traffic can be backed up from Crums Mill Road and it would be backed up through the intersection of Valley Road, noting that it doesn't matter what happens at Valley Road when the road is backed up at Crums Mill Road. Mr. Hornung noted that it is very frustrating for the drivers as they are stuck; he noted that you need to change the logic. Mr. Stump noted for the system that is in place now, it is based on counts that was done ten years ago and it is a static system, but the overriding parameters for the signals are a fixed formula. He noted that the adaptive system would help to identify where there is a long que to help clear it out. Mr. Hornung noted that he would hate to spend all that money and not use the adaptive system as it solves the problem. Mr. Stump noted that we could move it up to a more immediate need noting that it is a long term recommendation changing it to midterm for three to five years, to do it before we do some of the more extensive improvements. He noted that the system runs roughly \$60,000 per intersection, so you would be looking at \$180,000 for all three. Mr. Hornung noted that we would only have to pay 50% or

\$90,000 for the Green Light Go Program.

Mr. Stump noted the Crums Mill/Devonshire Road plan shows the addition of a right turn lane along Devonshire Road to go west bound onto Colonial Road. He noted that it is a shared through right lane, but due to the proximity of the building and parking area to the north there is not much of an ability to shift the road to the north so he is showing a shift to the south which would be a less costly improvement. He noted if you widen on one side then you have to widen on the other side so that the through lanes line up. He noted that it is the exact same lane configuration that is there now on Crums Mill Road only it is shifted to the south so the through lanes line up with the intersection. He noted that the area that is shaded in green to the north is proposed to be a grass area that is currently part of the roadway. He noted that the curb line would be extended with a little bit of the roadway to be removed.

Mr. Crissman noted that going westbound there will be a right lane to turn right but in the opposite direction going east will there be a left turn lane. He noted that we do not have one at this time. He noted if you are coming from Crums Mill and want to turn left onto Colonial Road to go north there is no left turn lane and it creates a major stacking point. Mr. Stump answered that there is a left turn lane. Mr. Crissman noted that there is no arrow and we need to make sure that configuration is met as it is horrible trying to make the left turn especially from four to six in the evening.

Ms. Lindsey noted that she got a call a couple weeks ago before the plan was brought before us that a lady was going east on Crums Mill to make a left to go north and the lady coming west on Devonshire waved her on but there was no arrow there and she was stopped by a cop as she was told that she cut in front but she told him that the lady had motioned for her to go. She noted that there has to be a left arrow there to go north on Colonial Road. Mr. Crissman noted that people become aggressive as soon as the light turns green, everyone tries to turn left before the opposite traffic starts up.

Ms. Lindsey noted if you shift over to the left on Devonshire there is a hill there, would you cut down some of that hill. Mr. Stump answered that some of the embankment would have to be removed. She questioned if it is easier to do it that way due to the building on the other side of the road. Mr. Crissman noted that the parking lot from that building comes right to the curb. Mr. Stump noted that it would take a little work to excavate that and it seemed to be more

feasible then trying to purchase property across the street.

Ms. Lindsey noted if you put an arrow for a left onto Colonial Road from Crums Mill would you also put a left arrow onto Colonial Road that would both go at the same time. Mr. Stump answered yes. He noted as you add the extra left turn on a side street that will detract time for Colonial Road but his recommendation from a time standpoint would be to add more time to the side street anyhow. He noted that we have to look at the volume marks and guidelines based on how many lefts you have and how many opposing vehicles you have as to when you put the left turn arrows in. He noted that they are not as strict to the signal warrants that he referred to earlier as they use a little more judgement for what you can do, looking at the analysis to show if you put the arrows in that it will not have a major impact on Colonial Road, PennDOT will approve them.

Ms. Lindsey questioned for the green grass at the bank, would you take some roadway away from that side and take some from the church side. Mr. Stump answered that they would try to align the driveway from the bank and the church to provide more room for the turn lanes to provide for better alignment. Mr. Crissman noted that the church has changed that entrance about three times. He noted another timing issue with the light is if you are traveling south on Colonial Road and you want to turn left on Devonshire. He noted that left turn arrow is only timed for an x number of cars as you can only get three cars through and the fourth person becomes aggressive. He noted that he is pointing out this issue because he sits there many a night where the traffic lines up to the little shopping center. He noted that it is an issue that needs to be addressed and can be controlled with the lighting system itself. Mr. Stump questioned if this is more in the afternoon. Mr. Crissman noted that it has occurred to him more than normal traffic hours; going to work in the morning or coming home at night. He noted that it has occurred at three or four in the afternoon he has seen it stacked to the little shopping center.

Mr. Stump noted for the church driveway he showed a change, but there are grade differences between the parking lot and the roadway and it would be difficult to shift it to the west. He noted that it may be impractical. He noted that there is not a whole lot of traffic coming from the church at the same time.

Ms. Lindsey questioned how many cars use that intersection. Mr. Stump answered about 20,000 a day.

Mr. Hawk noted that providing brighter lighting provides the lowest price range for the low hanging fruit. Mr. Stump noted that was his approach providing the best bang for the buck as early as you can. He noted that it will help with the maintenance to avoid interruptions to the equipment.

Mr. Crissman noted that Mr. Hornung was coming out Route 22 with the synchronization of the lights coming on Colonial Road because often on Crums Mill if you are coming south the light will turn green to move towards Route 22 and traffic is still lined up at the little shopping center because they can't pass over since the traffic is lined up from Crums Mill down to Valley to Williamsburg to Route 22 because the lights are not synchronized. He noted that you have a long line on Colonial Road to the shopping center so the coordination of lighting is extremely important. Mr. Stump noted that the signals along Colonial Road are not tied into the Route 22 system. He noted that it was thought that the operation of Colonial was thought to be more efficient if it had its own three signal system rather than tied to the same operations that were going on for Route 22. Mr. Hornung noted that it may not need to be tied, but the higher priority is to get those signals synchronized as it may reduce some of the problems along Route 22. He noted when you put that logic in, it may be just as easy to make it adaptive at that point. He suggested that the logic has to change in which they operate and the one that is in there now can only operate under one logic. He noted that you need almost another master to say we will reverse our logic now and do it backwards due to the way the stacking is occurring. He noted that is a higher thought process, whether those three become adaptive he did not know how much more it would cost to have them in synchronized with the lights on Route 22 or not.

Mr. Stump noted with the adaptive system on Route 22, your only option is to coordinate with Route 22 to go adaptive with these as well. Mr. Crissman questioned if only Route 22 can be coordinated if you can't coordinate any of the feeders. Mr. Stump answered that is correct unless they are also adaptive. Mr. Crissman questioned what the reason was for that. Mr. Stump answered that the system that is on Colonial Road now is set up for a pre-set timing plan. He noted that you do counts and analysis and based on the data, you input the timing parameters and that is what you use every day noting that you can set it for different times of the day; five o'clock today will be the same as five o'clock tomorrow, whereas the adaptive system is constantly changing and defining it based on where the actual cars are and where there are

backups and what needs to be put through. He noted that it is not a set system and it can't mix a set system with a fluid dynamic changing system. Mr. Hornung noted in order to attach it into the Route 22 system it has to be revised to the adaptive system. He noted once the three lights become adaptive how much more difficult is that adaptively once they are changed to tie it into Route 22 or is it because of the long cycles on Route 22 that we will not be able to tie it in. Mr. Stump noted at that point you could tie the systems in.

Mr. Seeds questioned where we go from here. Mr. Stump answered that we need to identify some funding sources but the most lucrative one for the Township would be the ARLE funding, as funds are collected from the Automated Red Light Enforcement Program that they have in Philadelphia and Pittsburgh. He noted that the funds are redistributed state-wide for lower cost transportation improvements. He noted that there are no municipal matching funds required, although providing some sort of match helps your chances of getting selected. He noted that it could not be used for a turn lane but it might work for installing back up batteries or a turn arrow, those types of lower cost improvements. He noted that you could offer 5% or 10% to help your chances.

Mr. Crissman questioned if Mr. Stump would be helping with the guidance to apply for those funds from PennDOT. Mr. Stump answered yes. He noted that the ARLE grant has two cycles per year and the application process for that is very straightforward.

Mr. Seeds questioned if we have to get on the Transportation Improvement Program (TIP) list for this. Mr. Stump noted that you could petition Tri-County to get it into their funding. He noted that there are other areas in the Township that it worked for. Mr. Seeds suggested maybe we could find some funds for the traffic light improvements while we are applying for some of the other funds to make some of the more major improvements to the lanes. Mr. Stump noted that the TIP Improvement could be for the long term items while you are trying to knock off the smaller items. He noted that another big grant program that could handle the lane realignment would be the multi-modal transportation fund, noting that they have two, one for PennDOT and one for the Commonwealth requiring a 30% match. He noted that the other funding for the Adaptive Signal could be used for replacement in the Green Light Go funding as that program has a 50% match.

Ms. Lindsey questioned what the estimated cost for the Devonshire and Crums Mill

intersection would be. Mr. Stump answered that it would be between \$500,000 and \$750,000.

Mr. Crissman noted as HRG represents the Township it will help to guide, direct and supply support to obtain grant funds. Mr. Stump noted that we do have a finance department and that is their sole duty to work on grant applications and to assist municipal clients with the process.

Mr. Wolfe questioned Mr. Stump if he has a total cost for all improvements. Mr. Stump suggested that it is in the \$2 million range for the entire corridor. He noted that the big chunk will be the widening at Devonshire and Crums Mill Roads and the realignment at Valley Road.

Mr. Hawk questioned if we are in line for any federal money. Mr. Wolfe noted that it would be administered through PennDOT noting that Mr. Seeds suggested to approach the Harrisburg Transportation Study to get on their inventory of projects for funding. He noted that it would include both state and federal funding. Mr. Hawk noted that the federal government just passed a \$2.8 million operations improvement fund. He noted that it does not kick in until 2016. Mr. Crissman suggested that it was an authorization bill and not an appropriations bill.

Ms. Hornung questioned what our next step would be. Mr. Wolfe answered that we need to finalize the report and look at funding alternatives. Mr. Hornung questioned when that would occur. Mr. Wolfe answered that we have been working on this since March of this year, as this is a status report for the Board but we will continue with the work. Mr. Stump suggested that he should have something in mid-January. Mr. Hornung questioned if there are certain times to submit projects to PennDOT to get on their five-year plan. Mr. Wolfe answered no as the process has been modified and you can submit at any time.

Continued discussion regarding the completion of public improvements within the
Classic Community developments (Victoria Abbey HOA, Quail Hollow,
Phases 4 & 5, and Wyndhurst Manor)

Mr. Wolfe noted as directed by the Supervisors a few weeks ago he provided correspondence to Stuart Knickerbocker of Classic Community in regard to concerns expressed by residents in the three reference communities about the completion of public improvements as those developments are winding up. He noted that his correspondence was sent on November 25th and he provided an invitation for him to attend the meeting. He noted that Mr. Knickerbocker responded stating that he was not able to attend tonight's meeting but provided

what he believed, at that point in time, his understanding of the status of the improvements for each of the developments.

Mr. Wolfe noted in regard to Quail Hollow he quoted from an email, “we addressed the fact that the roads are not complete because there are four lots to be completed to prior the roads being finished. He noted that considering we did not install the existing infrastructure we are not quite sure how it would react to have heavy equipment driven after the wearing course is installed and do not suggest it.” He noted that basically what Mr. Knickerbocker is saying is that until the construction is finished on the four remaining lots he does not recommend putting the wearing surface on the road. He noted that it is not an uncommon position of developers as they are responsible for the wearing surface for a period of 18 months after they put it down and if they have equipment in for lot construction they could damage the wearing surface and have to fix it. He noted that Mr. Knickerbocker goes on to say that he spoke with a homeowner from Quail Hollow and was informed that All Seasons Lawn Care will be plowing the community this year and that they have a contract with them to do the work. He noted that Classic Community has every intention to plow and maintain the street until next year and intends on installing the wearing course and dedicate the rest of the streets in 2016. He noted that he makes a recommendation in regard to the establishment of a HOA; however you should be aware that Quail Hollow development was approved without a HOA as there is no ability to establish a HOA in Quail Hollow as it was a subdivision plan laid out without such. He noted that they did not buy into a community with a HOA.

Mr. Wolfe noted that Mr. Knickerbocker provided comments in regard to the close out of Victoria Abbey and the close out of Wyndhurst Manor. He noted that the representatives, primarily from the Quail Hollow Development, would like to provide comments in regard to the ongoing issue.

Ms. Alison Eirkson noted that she lives at 2001 Laura Lane in Quail Hollow and explained that she hoped that she would not have to come back to the Board so soon. She noted after reading Mr. Knickerbocker’s response to Mr. Wolfe’s letter the residents felt that it was imperative that we be here and express our concerns. She noted that the community is more distressed after reading his letter as nowhere did he address the clearing of the debris that is on those four lot and is sitting in our storm drains, or the exposed rebar. She noted that we all agreed

last time that this was a safety concern and he did not even address it in his letter.

Ms. Eirkson noted in terms of snow removal it is encouraging that a new company was brought on this year, but one of the neighbors called that lawn care company and was told that the contract has a three inch rule, meaning that it has to snow three inches or more before anything can happen and if it is ice there is a discretionary clause that they can salt if they want to or not. She explained that she does not want a repeat of the dismal efforts that they had last year. She noted that a car was totaled, and we have police officers and nurses who have to get to work as they don't get a snow day. She noted if it is icy, we can't be in that position this year.

Ms. Erikson noted in terms of paving, she understands that developers want to wait and pave when everything is totally finished but they are worried about the integrity of the road now as there is no integrity of the road at the bottom where Laura and Brooks intersect. She noted that the road is literally cracking. She noted that she was told that it will take 300 loads to remove the fill from those four lots to get it out of our neighborhood and we are worried about what will happen to the existing roads now if they drive 300 loads of fill on that already cracked surface. She noted when they go to finish the project it will have gone from bad to much worse. She noted that they will shoot themselves in the foot by waiting because the roads cannot handle that type of construction as they need to do something now.

Ms. Erikson noted that the stormwater drain is underneath that so if the road would fail then what. She noted that the exposed manhole covers and gravel was a huge safety concern that needs to be addressed now and not next summer. She questioned how many more cars will be totaled and how many more cracks will form in that road. She questioned how many more kids will we see go to the ER between now and that time.

Ms. Erikson noted that we learned yesterday that two of the existing lots that are undeveloped have been sold to Morrison Excavating. She noted that Classic Community only owns two of the four lots and was told that the money they stand to make on the sale of the two lots is not enough to pay for the fixes to and paving of the road. She noted that they have no assets left, they only have two empty lots that are very unattractive to build on. She questioned where will the money come from and can they prove to us that they have the assets and funds to complete this neighborhood. She noted that it looks like they don't and she was told that Morrison Excavating was gifted the two lots as Classic Community owed them \$160,000. She

noted that Classic Community gave Morrison the land for free as they owed them a large amount of money and did not have the funds to pay. She questioned where the money is going to come from to pave our roads.

Ms. Erikson noted for the HOA, she is glad that the Township agrees that we did not sign up for that. She noted to say that we need to establish a HOA to care for our own snow removal and to care for a stormwater retention pond that is not on our property is illegal. She noted that it is a blatant attempt by them to reflect their responsibility on to us. She noted that it was always stated that the owners who property where the stormwater retention pond is, it is their responsibility to maintain it, Lot 94 in the development, and Classic Community still owns it. She noted that it is still their responsibility and there was never an agreement to establish an HOA and after talking to all of the neighbors in the last two weeks, she can say that they will not establish a HOA.

Ms. Lindsey noted that Mr. Wolfe mentioned 18 months, is that from the beginning of the time when the houses were built. Mr. Wolfe answered that once a street has been dedicated to the Township, there is a maintenance bond that must be posted for 18 month period of time. He noted that we are not to that point yet as the streets have not been completed or dedicated. He noted that he was trying to clarify the point raised by Knickerbocker in his response, and it is true that developers do not like to put the wearing course on a street and dedicate the street until all the lots have been sold and constructed because when you construct a unit you will have cement trucks come in to pour foundations, trucks bringing in material and supplies and backhoes to dig the foundations. He noted that equipment can damage the street and that is what he is referring to. He noted that he is not saying that he agrees with his position in regard to this development he was only clarifying his position.

Ms. Lindsey questioned when the first house was built on Laura Lane. She questioned if the two vacant lots are on Laura Lane. Ms. Erikson answered that they are and the first house was built nine years ago. Ms. Lindsey noted that the two vacant lots have not sold in nine years; and she questioned how long it will take to sell those two lots. Mr. Wolfe noted that is not the answer to the question, he noted that the answer to the question is how long the developer can continue to extend improvements in regard to his posted improvement guarantee. Mr. Stine noted that the agreement states that they have an end date. Ms. Lindsey questioned if it is July

2016. Mr. Stine answered that he can't remember. He noted that there are different dates and he suggested that there were five of them. He noted that those dates are what they are and they can ask for an extension but it doesn't mean that it has to be granted. Mr. Wolfe noted that you also have the Permit Extension Act. Mr. Stine noted what we don't want to do is to let the date go back and have the bonding company say that we don't know what you are talking about for the Permit Extension Act. He noted they are the ones who are the surety for the agreement. He noted that we don't want to leave them out of the loop inadvertently.

Ms. Lindsey questioned if the bond company is aware of what is happening. Mr. Stine suggested that they do not know what is going on. Ms. Eirkson questioned if it would be up to the residents to let them know. Mr. Stine answered that it would be up to the Township to do that. He noted when the date comes near we will be writing letters. Ms. Lindsey questioned if you can't do anything until the date comes up. Mr. Stine answered that we need to get closer to the date as we are not required to do it now.

Ms. Lindsey questioned how we can help the homeowners. Mr. Crissman noted that this is not a way we can help as we are restricted by law so the question is, what else we can do.

Mr. Hornung noted that he will make an effort to call Mr. Knickerbocker tomorrow as he was not as forthright with him as he should have been to see if he will honor the requests of the people.

Ms. Eirkson noted that Morrison Excavating has taken over two of the lots and they plan to build a retention wall and are willing to develop those lots. She noted that we are very happy about that but we don't have any assurance from Classic Community, and no one answered the question about Lots 93 and 94. Mr. Hornung questioned if any work was done in the last three weeks on those two lots that are still unsold, did they put a retention pond in. The answer from the audience was no. Mr. Hornung noted that he was told three weeks ago by Mr. Knickerbocker that the following week they would be coming in with backhoes and constructing two retaining ponds on those two lots, He noted once that was done then he would take care of paving the street if time allowed as he just got done signing a contract with a landscaper to take care of the plowing and some of the road maintenance that needed to be done. He noted that obviously that was not right. He noted that he will call him back to get another story. He noted that he is not sure what we can do other than have Supervisors call Classic Community to try to encourage

them to do the right thing.

Ms. Erikson noted that they are giving away land to pay their debts and that highly concerns us, do they have the money at all to finish the project. Mr. Wolfe noted that ultimately the public improvements are bonded and when the bonds come to an expiration date that the Township can act on, if the developer does not install the public improvements then the Township can.

Mr. Crissman noted that it is a time issue which does not help you.

Mr. Hornung noted that he was told that the two lots with the ponds on them, there was a definite interest in them and as soon as the construction is done the two lots would be sold. Ms. Erikson noted that she can't imagine that anyone would buy a lot that they would have to maintain a stormwater pond. Mr. Hornung noted that you can always find buyers.

Mr. Seeds noted that the immediate problem is for when the snow occurs what requirement the developer has as far as removing the snow and ice. He questioned if they can say when it is three inches or more. Mr. Wolfe noted that they have to provide normal maintenance as we would. Mr. Seeds questioned if they don't what can we do or the residents do to enforce it. Mr. Wolfe answered that he does not know what the resident's private recourse would be but it is his understanding that the developer would be in violation of our SALDO, which then we could file it but it would be a civil action. Mr. Stine noted that if it was a violation of the SALDO, then we could file a civil action as he suggested that they must maintain the streets.

Mr. Crissman noted that someone will have to monitor it and if they don't comply then we will need to know.

Mr. Seeds suggested that it would be a long process. He questioned if we would start with filing with the District Justice. Mr. Stine answered that would be the first thing you would want to do but it is not a very fast process, it does not provide for immediate action. He noted by the time you have the hearing the snow will be gone.

Mr. Hornung stated that Mr. Stine mentioned that the streets need to be maintained by the SALDO, but at this point the street are not being maintained at all regardless of snow; is there something we can do for that. Mr. Stine answered that he does not know what the language is for the SALDO. Mr. Hornung requested Mr. Stine to check into that. Mr. Wolfe noted that it is commonplace for developers who have left their base too long without a wearing surface to be

made to replace it or repair it prior to putting the wearing surface on. Mr. Crissman questioned what we need to do to make them do it now. Mr. Wolfe answered that the process is in place. Mr. Hornung questioned if there is an immediate action that we can take, going to the District Justice to start the proceedings. Mr. Wolfe noted that you can't start an action until you have a violation. Mr. Hornung question if the violation is egregious enough with the existing road being poorly maintained. Mr. Wolfe noted that the violation that was questioned was in regard to snow maintenance. Mr. Hornung noted that he is taking it a step further. Mr. Wolfe suggested that you can't take it a step further as it is not a completed improvement yet and it is bonded for completion over time. Mr. Crissman noted that we can't take action at this point in time because there is no violation. Mr. Wolfe answered, not that he is aware of. He noted that there could be violations in regard to the storm drains and improper maintenance of it. Mr. Crissman questioned if there is a violation that we could identify now. Mr. Wolfe noted that the fact that the pavement is cracking would not currently be a violation. Mr. Crissman noted that he was looking for a violation to move now to prevent the problems from developing later on. He noted that he is trying to be proactive.

Ms. Erikson noted that the storm drains are the worse things to see with the exposed rebar coming up and all the silt is there and they are not draining properly. Mr. Seeds noted that we could have someone look at that. Ms. Lindsey noted that Mr. Wolfe was going to send Mr. Kline out to look at the streets. Mr. Wolfe noted that you don't have to send anyone out to look as they are clogged, but that would be a violation. Mr. Crissman noted that the Township could say to the developer you are in violation and it needs to be repaired and cleaned up immediately which is a beginning for what happens in the winter.

Ms. Erikson noted that anything you can do to start the process would be greatly appreciated.

Mr. Seeds noted if we get a call after it snows the Township could have someone look at it, take pictures and certify that it hasn't been plowed and we can start that process.

Ms. Lindsey questioned if we have ever plowed roads that were not dedicated to us and sent the bill to the builder. Mr. Wolfe noted that it has not been done without the prior concurrence of the developer. Mr. Crissman noted that we can't do that. Mr. Wolfe noted that they don't want us to do that because we are more expensive then what they could pay for. Mr.

Crissman noted that he likes if we can be proactive now to identify a violation and if they have not complied with the plowing then we have the second violation and if we continue with the third occurrence and we could be more helpful to the residents.

Mr. Seeds noted that they could claim that we damaged their development. Mr. Stine noted that there is the danger of doing maintenance work on the street, whether it is snowing plowing or whatever, it can be a defacto acceptance of the street. He noted that it is not only by deed of dedication because the dedication has been offered for the plan. He noted that you can accept it in a number of ways, by a deed of dedication from them or by performing maintenance, and then the street is yours, as is.

Mr. Crissman noted that we have said what we can do with the first step but we need the residents as a partner to help with the next step.

Mr. Hornung questioned if we are asking Mr. Stine to investigate to what extent we can do to go after Classic Community civilly to try to rectify the situation with the rebar and storm sewers and the flooding. He noted that we need to be willing to take the next step and questioned if we are willing to take the next step to file a civil case. Mr. Crissman noted that based upon what Mr. Wolfe said, we can send our staff out to evaluate it and if it is in violation we have the right to cite him without going to this step yet. Mr. Hornung noted when you cite someone it is a civil case. He noted that Mr. Wolfe does not have to send staff again as they know what it is like and the storm water is one area that is required to be maintained and they look like they are not being maintained, and if that is true then we have the ability to cite them. Mr. Crissman questioned if we can do that. Mr. Stine answered as long as you have an ordinance to cite for. Mr. Hornung noted that Mr. Stine will research this. Mr. Crissman noted that he is in favor of having Mr. Stine do the research. Ms. Lindsey agreed. Mr. Seeds noted that we should do it.

Michael Haas questioned if anyone has been into the development. Ms. Lindsey answered yes on behalf of the Board. Mr. Haas questioned if the Supervisors know how steep the roads are on Laura and Brooks Lanes. He noted that is one of the concerns for the residents about a three inch plowing rule before salting, taken on a case-by-case basis. He noted as soon as you have frozen precipitation hit the road the roads become very dangerous not only for residents but emergency responders. He noted that you can't negotiate Classic Community's

contract with our landscaper but is a concern as the roads are very steep.

Mr. Jared Campbell noted that he lives at 2022 Brooks Lane with his wife Kaitlyn and his soon to be born daughter. He noted that he chose not to speak at the previous meeting because he had pending issues with Classic Community that he is working to resolve and he was afraid that any mention of his name or address would lead to future troubles with the company and it was selfish of him. He noted that the primary function of government is to be responsive to the needs of the citizenry but it begins with taxpayers being honest about the situations that we face, even if it means that we could potentially face future injustices. He noted that he wants to express his deepest concern for the safety of Quail Hollow and its residents. He noted that he is not sure what he can say about the issues surrounding the development of Quail Hollow that have not already been addressed by his neighbors. He noted that issues concerning road services, drainage, debris and unfinished construction are all problems that impact the quality of our life. He noted that property damage and personal injury are the consequences of these known but unresolved issues. He noted that even worse than the conditions is the manner in which Classic Community has conducted business both with its residents and the Township. He noted that there are patterns of a lack of communication, ambiguity and responsibility and untimely action if and when action is taken. He noted that the response letter from Classic Community after the last meeting continues this trend. He noted that the circumstances may have changed since the time of the response but the Quail Hollow Community and the Township deserve to know the exact plans that Classic Community proposed for closing out the development. He noted that he is also unwilling to form a HOA that will shoulder the responsibility that Classic Community has to complete the building project. He suggested that the Township work with Classic Community to develop a time table for the completion of specific items as well as communicate a solutions to the residents as they are determined.

Mr. Campbell noted in regards to snow removal, in February he will be driving his wife to the hospital at some point and he lives at the bottom of Quail Hollow and is extremely concerned by the standards set forth in their contract that ice is discretionary dealt with and they don't even have to remove the snow from their facility until there is at least three inches when he may have to leave his home on a moment's notice. He noted if there is an accident getting out of there now he needs to document that for legal purposes or deal with his wives condition. He

noted God forbid we have to have emergency personnel come down to us as they will face the same conditions trying to reach our house.

Mr. Campbell read the Vision Statement from Lower Paxton Township. “*Lower Paxton Township will be an open, vibrant, and progressive municipality working within the bounds of available resources, providing the best quality of life for a growing community and to be a recognized leader in central Pennsylvania.*” Mr. Campbell noted that is to provide the best quality of life, the quality of life in Quail Hollow is suffering because of the lack of responsibility and delay of action by Classic Community. He noted that he reference the Vision Statement not to be an indictment on the Board as he works in education so he knows what it is like first hand to face long hours with little support. He noted that he knows how it feels when you win battles and make a positive impact in the lives of the people you serve. He noted that he referenced the Vision Statement because he hoped that it would bring the Board health, strength, and fortitude for what lies ahead as it tackles this and all the other issues that it face the Township. He noted that you may often feel that you are in a thankless position, but he thanked the Board for its previous work and for continuing to fight with all the available resources to improve the safety and security of the residents of Quail Hollow and the residents of Lower Paxton Township.

Mr. Crissman requested Mr. Hornung to make one more phone call.

Mr. Hawk noted that staff will keep the people from Quail Hollow posted.

Review of proposed plans for Clearwater systems to be installed in Blanchester Road and S. Lockwillow Avenue

Mr. Wolfe noted that the Board is aware of these two locations where we have excessive stormwater being generated by developed properties primarily from their sump pumps which have been removed from the sanitary sewer system as required by municipal ordinances. He noted that the properties in question have no stormsewer to daylight their sump pump into and by Township ordinance are daylighting their sump pump onto their yard but the flow from the pumps are so excessive that the pumps flow constantly and the water from the pumps flow downhill onto neighboring property owners causing landscape damage and property damage to abutting property owners. He noted that the two locations in question are on Blanchester Street and South Lockwillow Avenue. He noted that an analysis has been prepared by GHD in regard to Blanchester of which four alternatives were studied. He noted that staff recommends that the

Board pick the most expensive alternative priced out at \$41,700 an engineer's estimate to install a clearwater six inch drain pipe in Blanchester Road and run it about 300 plus feet to an existing storm drain in Blanchester. He noted that this project would be constructed totally within the municipal right of way and a lateral connection would be extended from the six inch pipe into the affected properties and stub connection would be available to tie the discharging sump pump.

Mr. Wolfe noted for South Lockwillow the project is nowhere as extensive noting that it is a minor pipe extension with a total cost of \$12,000 on an engineer's estimate with all piping work to be performed in the public right of way and a lateral connection to be provided to the affected property. He noted that staff was looking for your concurrence to move forward with these projects this evening.

Mr. Hawk noted that Mr. Wolfe is looking for direction for which alternative. Mr. Wolfe noted that staff prefers Alternate 1. Ms. Lindsey noted that staff prefers that we take the most expensive option. Mr. Wolfe noted that the other alternatives involve putting public pipe on private property outside the right of way and staff would not recommend doing that for a long term plan for maintenance.

Mr. Crissman questioned what the time frame is. Mr. Wolfe noted that we have sanitary sewer contractors working and these are projects that they could do and we could authorize them to begin the work once we received acceptable pricing. He noted that they could be installed within the next several weeks to months.

Ms. Lindsey questioned if we could take care of it tonight. Mr. Wolfe answered yes. Mr. Crissman noted that he has no problem with doing that.

Mr. Seeds noted that some of the items listed are that roof downspouts are not currently connected to roof gutters. He suggested that someone recommend to the homeowners that they should do that noting that the best scenario is to install a rain garden to put the water back into the soil, noting that it is an issue with the Chesapeake Bay as people should try to take care of their own water instead of putting it into the streams. He noted if we do this and they don't have their rain gutters connected they will continue to have problems and their sump pumps will continue to run every time we get a heavy rain as the water is not going away from the house, but right back into their basement into the sump pump.

Ms. Lindsey noted that the house on South Lockwillow has to do with the neighbor

behind them. Mr. Seeds noted that is a different situation.

Mr. Crissman made a motion to approve plans for Clearwater systems to be installed in Blanchester Road using Alternate One and S. Lockwillow Avenue. Mr. Hornung second the motion. Mr. Hawk called for a voice vote and a unanimous vote followed.

Completeness review of the proposed 2016 budgets

Mr. Wolfe noted that the Board is scheduled to act on the 2015 Budget next Tuesday night at the December 15th meeting. He noted that he would like to summarize the budgets this evening.

Mr. Wolfe noted that although we are a large local government we only provide basic governmental services such as Public Safety for Police, Fire, EMS, and & Emergency Preparedness;; Public Works for roads, storm sewers, municipal properties, and the compost facility; Sanitary Sewer; Parks and Recreation; Friendship Center; Community Development/Sanitation/Health- managing the solid waste and collection of recyclables; and Administration/Finance/Personnel.

Mr. Wolfe noted that the Lower Paxton Township Authority adopted its budget at its meeting on November 24, 2015. He noted that the General Fund budget is balanced at \$22,695,974. He noted that Liquid Fuels Fund is balanced at \$1,403,880; General Improvement Fund has \$9,253,926 in expenditures; Fire Equipment Capital Fund has \$304,350 in revenues and \$2,200,000 in expenditures; LOSAP has \$80,520 in revenues and \$30,000 in expenditures; Friendship Operating Fund has \$2,234,174 in revenues and \$2,216,265 in expenditures. He noted that they expect a year end surplus of \$17,000. He noted that the Lower Paxton Authority for Operations has \$15,309,951 in revenues and \$15,052,514 in expenditures with a year-end surplus of \$250,000, and the Authority Capital Fund has \$9,319,000 in expenditures. He noted that the total spending plan for 2016 is \$62 million, not including the maintenance and management of the pension funds.

Mr. Wolfe explained that the General Fund is the operating fund for the Township and is balanced with revenues and expenditures at \$22,695,974. He noted that it is the primary source of revenue for the General Improvement Fund, the Fire Equipment Capital Fund, the LOSAP Fund, the Police Pension Fund, and the Non-Uniformed Employee Pension Fund.

Mr. Wolfe noted that the General Fund balance policy must be 25% or more of budgeted expenditures to be held in reserve. He noted at the beginning of 2015, the General Fund balance was \$6,787,392, and staff expects to end 2015 with an estimated balance of \$962,881, producing a total fund balance of \$7,750,273. He noted that 25% of the \$22,695,974 budgeted for 2016 expenditures is \$5,673,994 and an equivalent amount should be held in reserve. He noted that we exceed the requirement of 25% but not by very much.

Mr. Wolfe noted from 2008 through the 2016 budget, annual expenditures for municipal operations have increased by a total of 16.8% or 1.87% per year, while the Consumer Price Index for North East urban areas has increased 13.1% from 1/1/08 to 6/30/15, on average – 1.75% per year. He noted that the Township budget growth and expenditures are on par and kept pace with the growth for the Consumer Price Index.

Mr. Wolfe noted that the 2016 budget has been prepared to address municipal needs, the Supervisors will increase the real estate tax rate in 2016. An increase of .25 mills was included in the 2016 General Fund Budget, which was based on a total millage rate of 1.95 mills.

Mr. Wolfe noted that the State Aid Fund is per the PA Liquid Fuels Tax Act 655 of 1956 and is a sub-component of the General Fund. He noted that it provides for maintenance and construction of local roads. He noted in 2016, the State Aid Fund expects \$1,403,880 in both revenues and expenditures. He noted that State Aid has increased from \$1 million in 2013 to \$1.4 million in 2016. By 2018, it will be \$1.6 million. All additional funds are to be used for roadway paving.

Mr. Wolfe noted that the Fire Equipment Capital Plan covers 9 pieces of primary apparatus for the Township's 3 fire companies. He noted 2016 will begin with a Fund balance of nearly \$1.4 million and an additional \$304,350 will be added during the year, taking the fund balance to \$1.7 million. He noted in 2016 expenditures from the fund could total \$2.2 million. In 2016, the annual allocation to this Fund will be increased by \$100,000.

Mr. Wolfe noted that the Length of Service Award Program (LOSAP) provides a defined benefit stipend to qualifying volunteer firefighters and/or fire police officers. He noted that the LOSAP Fund balance is expected to be \$525,000 at the beginning of 2016 with an additional \$80,520 will be added during the fiscal year. He noted that expenditures are budgeted at \$30,000

for the fiscal year. He noted that the maximum benefit is \$250 a month at age 65 after 25 years of volunteer service.

Mr. Wolfe noted that the General Improvement Fund is used by the Township for one-time capital projects. He noted in 2016, General Improvement Fund expenditures for capital projects are budgeted at \$9,253,926. He noted that the Township is expected to borrow \$4 million in 2016 for ongoing capital projects. He noted that the Capital Projects (highlights) are: Public Works addition - \$4 million, Stormwater Management - \$1.7 million, Bridge Replacements of the Old Jonestown Road Bridge and Red Top Road Bridge - \$1.9 million, Friendship Center Priority Project - \$470,000, and Park Improvements - \$600,000

Mr. Wolfe noted that the Friendship Center operates as an “enterprise” entity, with revenues coming primarily from user charges to fund operations, debt service, and capital facilities. He noted that the Friendship Center 2016 Operating Fund expects \$2,234,174 in revenues and \$2,216,265 in expenditures, with the Center’s Capital Fund expected to possess \$28,000 on 1/1/16. He noted that the FC Operating Board recommended approval of the budget at its 12/7/15 meeting.

Mr. Wolfe noted that the Lower Paxton Township Authority (LPTA) operates as an “enterprise” entity, providing sanitary sewer service. He noted that they approved their budget on November 24th. He noted that the LPTA 2015 Operating Fund expects revenues of \$15,309,951 and expenditures of \$15,052,514. He noted that LPTA expenditures for capital projects in 2016 are expected to be \$9,319,000, and the LPTA Capital Fund is expected to possess \$5.6 million on January 1, 2016. He noted that the LPTA plans to borrow \$25 million in 2016 and LPTA expenditures for capital projects in 2016 are expected to be \$9,319,000.

Mr. Wolfe noted that the LPTA has determined that the most cost effective approach to eliminate overflows and reduce I&I is by a systematic “total rehabilitation” of mini-basins – replacement of all public and private sewers that fail an air test. He noted in 2016, the LPTA will begin the Beaver Creek 4A/B/C mini-basin (\$4.6 million) and the Paxton Creek 4C/E Mini-basin (\$3.4 million). He noted that the I&I Program extends through 2027 in Paxton Creek and 2033 in Beaver Creek.

Mr. Wolfe noted that the largest source of revenue is the Earned Income Tax (EIT), expected to generate \$7.6 million. He noted that the Real Estate Tax is expected to generate \$6

million at a levy of 1.95 mills, and the Local Service Tax is expected to generate \$1,250,000. He noted that the Township levies no other taxes that are paid by residents on an annual basis. He noted that the Real Estate Tax rate is 1.95 mills and is expected to generate \$6 million, 26.4% of the General Fund. He noted that 25% of the Real Estate Tax (over \$1 million) funds volunteer fire services and only \$4.8 million in Real Estate Tax revenue is available for municipal operations in 2016.

Mr. Wolfe noted that 34 municipalities averaged 2.541 mills in 2015 (excludes 2 with no real estate tax and 4 with millage rates above 10 mills). He noted that Lower Paxton Township will be 1.950 mills in 2016. He noted that the LPT Real Estate Tax for a house with an assessed value of \$200,000, with a 2016 Real Estate Tax of 1.95 mills will produce 1.554 mills for general purposes as \$310.80; .355 mills for fire protection at \$71.00; .041 mills for library service at \$8.20; for a total of \$390.00. He noted that it is an increase of approximately \$40 from 2015.

Mr. Wolfe noted in 2016, Lower Paxton Township property owners will pay real estate taxes at the rate of 24.0382 mills: CDS at 14.8622; Dauphin County at 7.226 mills; LPT at 1.95 mills.

Mr. Wolfe noted that is the summary of the 2016 budgets that the Board has been working on since the beginning of September and you will be asked to act upon these budgets at its meeting Tuesday, December 15, 2015. He noted that he would be happy to take questions at this time.

Mr. Hornung noted that the analysis of tax rates relative to the other municipalities shows that many municipalities who have a lesser rate do not have a police department. He noted that a very good police department comes at a price and that is why our rate is a little higher. He noted that close to 90% of the municipalities do not have a police department.

Mr. Seeds noted that some other municipalities have other taxes such as an occupational privilege tax.

Mr. Hawk noted that we have a major infrastructure to run this Township.

Mr. Seeds noted under the General Improve Fund the bridge replacement is at \$1.9 million but most of it comes back to the Township. Mr. Wolfe answered yes as it has to do with the Jonestown Road and Red Top Road bridge projects.

Mr. Seeds noted that the fire tax goes up to .355 mills and there is a comment under Section 01-3001-301-01 that says less \$281,520 in fire equipment and LOSAP funds per auditor requirement. He noted that the \$281,520 does not cover the \$304,350 that we are putting in the Capital Fund and the EMS service. Mr. Wolfe noted that the auditors have required that the tax dollars that we receive, noting where it says real estate taxes, it is saying that the amount listed at \$5,500,000 is for the General Fund. He noted that the fire amount for the fire equipment and the LOSAP funds is also included in that amount. He noted that the remaining funds go to the fire tax location which is further on in the budget as a revenue. Mr. Wolfe noted that it should be \$381,520. Mr. Seeds questioned what the new total amount will be. Mr. Wolfe answered that you will be generating for fire use over \$1 million by the .355 mileage rate. Mr. Seeds noted that the figure should be \$381,520 as it includes the \$300,000 plus the \$81,520 for LOSAP. Mr. Wolfe noted that it should be \$381,520 to include the LOSAP and FECF fund.

Ms. Lindsey noted under the protection of Persons and Property, the EMS distribution is listed but it also lists Fire and EMS Distribution of Real Estate Tax. Mr. Wolfe noted that it is an old title and at one time they were all in the same line item. He noted that he will correct that.

Mr. Crissman noted when you speak about the fire and police departments who are included in the tax base, we are unique in that we are the only municipality that has a library tax to fund the County Library Service. He noted that he appreciates that our community values the library and the service that it provides.

Ms. Lindsey noted under the Parks and Recreation paintball, do they have one more year on their lease. Mr. Wolfe answered that they are using the premises on a year-by-year basis and we have not terminated the lease at this point in time, so the answer is yes. He noted that they are getting close to that termination date as the park development moves forward.

Mr. Crissman noted that the proposed budget includes all of the items that the Board discussed last week in terms of those things that were needed for community rather than wanted

for the community. He noted that he is happy to see them incorporated and it will make the community even better than it already is.

Mr. Wolfe noted this is the final document. Mr. Hawk questioned if we can approve it tonight. Mr. Wolfe noted that it has been advertised for adoption for December 15th.

Review of the 2016 administrative employee compensation plan

Mr. Wolfe noted that he would like to put this item on the agenda for the business meeting on December 15th. He noted that the annual report for the employee compensation plan includes those employees not covered by a bargaining unit contract. He noted that they are the administrative and management employees. He noted by the plan he is required to report to the Board the status of the plan and propose a perspective pay increase for 2016. He noted that the program maintenance that is required by the plan includes an employment market survey which was conducted by staff and the results are included for your review, as well as a review of the consumer price index over the last 12 months, noting that the CPI has hit zero or gone down over the last 12 months. He explained that he came up with a blended average of 1.35%. He noted that the recommendation of the report is to increase the salary structure by the 1.35%. He noted that he did that and enclosed the proposed salary structure for 2016 in the report.

Mr. Wolfe noted that the recommendation from him for a base salary increase for administrative employee is 2.5%. He noted for employees who are significantly under the midpoint of their salary structure, an addition .5% will be added and for those who are zero to five percent under midpoint, it would be an additional .25%. He noted that it is a simple plan without many changes for the Board to consider at this time because the Board completed a review of the Administrative Employee Compensation Plan less than two months ago and many of the recommended maintenance activities that he would normally present at this time were completed as part of the overall rewrite of the Plan.

Mr. Wolfe noted that he would be happy to present a resolution next week to adopt this plan and includes the recommended salary increases as set forth.

Mr. Crissman noted that we have been working to get everyone on staff to the minimum start salary at this time. He noted that he is glad to know that we have reached that point. He stated that it took over three years to accomplish this and he applauded the efforts of Mr. Wolfe to get to that done.

Otta Know Presentation: No Items Scheduled

Mr. Hawk noted that there was nothing under the Otta Know or no improvement guarantees to approve.

Adjournment

Mr. Crissman made a motion to adjourn the meeting, and Mr. Hawk adjourned the meeting at 8:20 p.m.

Respectfully submitted,

Maureen Heberle
Recording Secretary

Approved by,

William L. Hornung
Township Secretary