

# **March 8, 2016 - Board of Supervisors Minutes**

Minutes of the Antrim Township Supervisors

Regular Meeting

March 8, 2016 7:00 PM

The Antrim Township Board of Supervisors met Tuesday, March 8, 2016 at the Antrim Township Municipal Building, located at 10655 Antrim Church Road, with the following members present: John Alleman, Chairman; Rick Baer, Vice-Chairman; Fred Young; Pat Heraty and Chad Murray. Also attending was: John Lisko, Solicitor; Sylvia House, Zoning and Code Enforcement Officer; Brad Graham, Administrator; Carl Rundquist, Public Works Director; Jennifer Becknell, Secretary.

Alleman called the meeting to order at 7:04 p.m.

Alleman reminded the audience that meetings are audio recorded and posted to the Township website.

Graham opened the meeting with prayer, followed by the Pledge of Allegiance to the Flag.

Alleman announced that a brief Executive Session was held just prior to the start of tonight's meeting to discuss a personnel matter.

Alleman called for Public Comment. There was none.

A Heraty/Murray motion passed 5-0 approving the minutes from the February 23, 2016 Regular meeting.

A Heraty/Young motion passed 5-0 approving payment of the bills on the Treasurer's reports dated March 8, 2016.

Melissa Hughes with Public Financial Management (PFM) gave an update on the refinancing of the General Obligation Note from 2011 with Bank of America in the amount of \$4,469,000.00. Hughes provided an information packet. She stated that since Bank of America was not interested in renegotiating their interest rate, PFM sent out a Request for Proposal (RFP) to 25-30 banks. Hughes reviewed the Summary of Bank Loan Proposals with the Supervisors, which listed eight (8) top interest rates received. BB&T was the lowest interest rate offered at 1.39%, which was a lot better than they anticipated on receiving. Hughes reviewed that if the Supervisors did vote to refinance with BB&T, the bank loan sale would take place on April 11, 2016 and there would only be one payment due to BB&T this year on November 1, 2016, with the final payment on November 1, 2020.

Scott Mehok, Township Bond Council from Eckert Seaman Cherin & Mellott LLC, provided the Supervisors with a copy of the final ordinance (# 347) needed to be approved in order to refinance the 2011 General Obligation Note with BB&T. Mehok stated that all advertising requirements were (three days prior to this meeting) and will (15 days after enactment) be completed and that proof of advertising would be forwarded to the Township. The net savings, after all costs associated with the refinancing, would be \$60,622.99.

A Young/Heraty motion passed 5-0 to accept the proposal prepared by Public Financial Management to refinance the 2011 General Obligation Note with BB&T at a rate of 1.39%, and authorize the Chairman to sign the necessary documents, including the related ordinance.

Sylvia House introduced Ron Secary, of Secary Snyder & Associates, the engineering firm for the Matrix I-81 Logistics Center plan and also Dave Thomas of Matrix. Mr. Secary had a site plan showing the Matrix World Kitchen facility and the two proposed warehouses to be constructed behind World

Kitchen. Mr. Secary gave a general overview of the construction project which included the infrastructure (sewer, stormwater, etc.) Mr. Secary inquired who would be supplying water to this facility, knowing the agreement to allow the Greencastle Area Franklin County Water Authority (GAFCWA) to serve water in the township has expired.

After some discussion, direction was given to staff to tell all developers to contact the ATMA first. The ATMA will make a determination if they want to service the proposed site and then GAFCWA is to seek permission before serving in the Antrim Township service area. Carl Rundquist, Public Works Director, was directed to contact GAFCWA to ensure they are aware that they must make a request to the ATMA to serve water in the Township.

A Young/Heraty motion passed 3-2 (*with Alleman and Baer voting nay*) to deny the Matrix I-81 Logistics Center modification request from § 125-14(A) paper size of plans. The Township ordinance requires a paper size of either 18" x 24" or 24" x 36", and the Matrix plan size is 30" x 40". The Antrim Township Planning Commission (ATPC) recommended denying this modification request.

A Baer/Young motion passed 5-0 authorizing staff to send the Roger Deshong, Grindstone Hill Road, RFPW-NBD (Request for Planning Waiver- Non Building Declaration) to DEP (Department of Environment Protection). The ATPC recommended sending this RFPW-NBD to DEP, noting that JWP (Township Sewer Enforcement Officer) has signed off on it.

A Baer/Murray motion passed 5-0 approving the Roger Deshong, Grindstone Hill Road, stormwater exemption request. An exemption from stormwater management is provided for in the code. Dewberry, Township engineer firm, has reviewed and confirmed that the exemption criterion has been met. The ATPC recommended approving the request.

A Baer/Heraty motion passed 5-0 approving the 365 day extension request for WCN Properties. This extension will allow the developer additional time to assess road improvements. The ATPC recommended granting the extension.

A Young/Baer motion passed 5-0 approving the required annual PRD revised staging schedule submitted by Molly Pitcher PRD. The ATPC recommended approving the revised staging schedule.

The Township Zoning Officer stated that the State Line Dollar General developer has requested that two Supervisors meet with them along with Township staff and Solicitors to try to come to an agreement on the Easement Declaration. The Supervisors declined sending two Supervisors to this meeting and tabled the State Line Dollar General plan.

A Baer/Heraty motion passed 5-0 approving the final plan for Roger Deshong, one lot residential subdivision, Grindstone Hill Road.

A Heraty/Young motion passed 5-0 authorizing staff to send the Matrix I-81 Logistics Center sewer planning exemption mailer to DEP. This mailer provides 24 EDU's to be shared between two industrial lots behind the World Kitchen facility on Molly Pitcher Hwy. The ATPC recommended approving the exemption.

A Baer/Young motion passed 5-0 authorizing staff to send the RFPW-NBD (Request for Planning Waiver- Non Building Declaration) to DEP (Department of Environment Protection) for lots A&B to Martin and Bemisderfer. The ATPC recommended sending this RFPW-NBD to DEP.

A Heraty/Baer motion passed 5-0 approving the full release of the Summit Health sidewalk security (certified check in the amount of \$24,544.30) held by ATAPCO. The sidewalk along Ebbert's Spring Court and the line painting for the cross walk over to Sheetz has been completed.

The agenda item concerning the request to record the Antrim Township Planning Commission meetings

was tabled to allow the Township Solicitor to research the information shared during the meeting further.

A Young/Heraty motion passed 5-0 directing staff to uphold the ordinance at the Zoning Hearing on March 10, 2016 for Variance 2016-01V. The Supervisors followed the recommendation of the ATPC. Two variance requests were made by Foremost, located at 2375 Buchanan Trail West, relating to a second sign they want to place on their property.

A Heraty/Young motion passed 5-0 authorizing staff to proceed with changing all addresses along Route 11 located South of the Borough line using a South Antrim Way road name to Molly Pitcher Highway South. The addresses from Prospect Avenue in State Line to the Maryland line will remain Pennsylvania Avenue. The ATPC recommended making these address changes.

A Heraty/Murray motion passed 5-0 approving the status change of a sewer department employee, Joshua Suder, from seasonal part time to regular part time.

A Heraty/Baer motion passed 5-0 approving the Proposal for Professional Engineering Services by GHD Inc. of Harrisburg for the purpose of preparing the Preparedness, Prevention and Contingency (PPC) Plan for the Antrim Township wastewater treatment facility. The Supervisors also authorized the Public Works Director to sign the agreement with GHD. This PPC Plan is a requirement of our NPDES permit and is estimated to not exceed \$8,000.00.

A Murray/Baer motion passed 4-0-1 (*Heraty abstained*) approving the request by the Public Works Director to make modifications to the Pre-Treatment Ordinance in an effort to meet EPA requirements. The change would be a switch from basing the program on “concentration” criteria to using “maximum allowable industrial loading”, which is recommended by the EPA and would provide more flexibility and create fewer violations/compliance issues.

The Public Works Director updated the Supervisors on the status of the ongoing Municipal Authority projects, which included the following:

- Pump station # 13 on Scarhill Road
- Shanks Church interceptors
- Right of Way negotiations
- TV of lines to locate leaks in the sewer system
- NPDES permit renewal

Graham asked the Public Works Director if he had received a response from GAFCWA (Greencastle Area Franklin County Water Authority) concerning the bulk water request, to which Rundquist responded that he has not heard anything as of yet.

A Baer/Heraty motion passed 5-0 approving to update the language in the Personnel Policy Manual associated with health insurance contribution. Currently the manual states that the Township pays 100% of the cost of health insurance. The manual will now read as “All employees working 40 hours per week, and Township Supervisors, are eligible to participate in the Township’s Health Insurance Program, with the participants contributing a percentage towards the cost of health insurance. This contribution rate is determined each year at the Board of Supervisors organizational meeting in January.”

A Heraty/Baer motion passed 5-0 approving the proposal submitted by the Township labor attorney, at our request, to prepare a new personnel policy manual at a cost of \$2,500.00. This new manual will bring the Township to current standards.

A Murray/Baer motion passed 5-0 approving the Township to partner with Montgomery Township in a joint paving project of Scenic View Drive this year, as a portion of this road is in Antrim Township. Montgomery will bid this project out and invoice Antrim for the appropriate portion. Antrim will be notified when the paving is being conducted on our portion of Scenic View Drive so our staff can monitor the process.

Concerning the agenda item of a Cub Scout Pack requesting to use the Township Board Room for a meeting, the Supervisors gave direction to staff to deny this use of the facility and asked staff to relay to the Cub Scout contact that the Supervisors would be happy to help them locate a viable meeting place.

Graham gave an update on the sewer disconnect collections for delinquent sewer accounts stating that out of the 36 customers scheduled for disconnect there was only one account remaining unpaid and one account assigned to a payment plan, the rest are paid in full. Graham praised the efforts of the Sewer Billing Clerk and Public Works Director during this collection process.

Graham announced that Andy Stout had informed him that he was able to secure the artifact collection from the Ebbert's Spring historical area and it has been transferred to the Allison Antrim Museum. Graham also mentioned that Mr. Stout has contacted Shippensburg University to inquire if they would be interested in using this site for their Master Degree program in public history and stated they were entertaining the idea of a long term cooperative agreement. The grant application is ongoing.

A Baer/Heraty motion passed 5-0 approving Workers' Compensation coverage for Rescue Hose Fire Police for the upcoming scheduled annual VFW Memorial Day Parade should Rescue Hose choose to participate with this event.

Graham called for an Executive Session to discuss personnel matters.

Township Student Representative announced that the Greencastle Antrim Girls Basketball team defeated Scranton at the PIAA playoff game.

Murray also thanked the staff for the good job they did in collecting the sewer delinquent accounts on the last sewer disconnect list. Murray suggested that the Supervisors consider making an additional payment once the refinance of the General Obligation note is completed with BB&T to cover the one that would have been made in May of this year to Bank of America. Graham clarified that the payment normally made in May was deferred to later in the year, not eliminated.

Young encouraged his fellow Supervisors to read the Assistant Zoning Officer's report concerning the issue of burning.

Heraty asked the Supervisors to consider the installation of a surveillance/security camera system for inside and outside the facility. It was decided to have the Administrator to come back to the board with an action plan on this matter.

Alleman invited everyone to come to the HoBo Minstrel this weekend and also reminded everyone that this weekend is Daylight Savings Time and move your clocks ahead one hour.

Alleman called for Public Comment. There was none.

Alleman announced that there would be an Executive Session to discuss personnel matters and there would be a decision to announce afterwards.

A Young/Heraty motion passed 5-0 to adjourn the Regular Session, into Executive Session, at 8:33 P.M.

A Heraty/Young motion passed 5-0 to adjourn the Executive Session, back into the Regular Session, at 9:17 P.M.

A Young/Baer motion passed 5-0 to accept Michael Condo's letter of resignation, effective March 31, 2016, on the following conditions:

- Condo signs the Settlement & General Release Agreement provided by labor attorney David Schwalm.
- Payment for Health Reimbursement will be withheld until the agreement is signed.
- Upon failure to sign the agreement, termination will be effective March 8, 2016 at 9:19 p.m. with no health insurance or health reimbursement beyond that time.

A Young/Murray motion passed 5-0 directing that a letter be sent by the Administrator advising Michael Condo that his access to the Antrim Township Administration building and all other Township properties is restricted to only the Board Room and lobby area of the Township building effective immediately, with the exception of the Township parks.

A Heraty/Murray motion passed 5-0 authorizing staff to advertise for the Roadmaster/Parks Director position at their earliest convenience.

A Young/Heraty motion passed 5-0 to adjourn the Regular Session at 9:21 P.M.

Respectfully submitted,

Jennifer Becknell

Board of Supervisors Secretary