

# **February 23, 2010 - Antrim Township Board of Supervisors**

## **MINUTES OF THE ANTRIM TOWNSHIP SUPERVISORS**

### **REGULAR MEETING**

**February 23, 2010 7:00 p.m.**

The Antrim Township Board of Supervisors held a regular meeting on Tuesday, February 23, 2010 in the Antrim Township Municipal Building, 10655 Antrim Church Road, with the following present: Chairman Rick Baer, Vice Chairman Curtis Myers, Supervisors Fred Young III and James Byers. Others attending included John Lisko, Solicitor, Brad Graham, Township Administrator, Sylvia House, Zoning Officer, and Peter Oppliger, Student Representative to the Board of Supervisors. Supervisor Sam Miller was absent from the meeting.

Visitors: See attached list.

Chairman Baer called the meeting to order at 7:06 p.m. The meeting opened with a word of prayer followed by the Pledge of Allegiance.

Chairman Baer called for Public Comment – there was none.

A Young/Myers motion passed 4-0 (Miller was absent) to approve as written the January 26, 2010 joint meeting minutes.

A Baer/Byers motion passed 3-0 (Myers abstained & Miller was absent) to approve as written the February 9, 2010 regular meeting minutes.

A Myers/Byers motion passed 4-0 (Miller was absent) to approve the bills on the Treasurer's reports dated February 23, 2010.

Sylvia House, Zoning Officer addressed the Supervisors regarding three zoning modification requests on tonight's agenda for Greenspring Valley. Randy Shearer of Penn Terra Engineering, the engineering firm for the Greenspring Valley plan was present at tonight's meeting and offered information to the Supervisors regarding the modification requests they are asking to be granted. The first modification request involves Chapter 125-45 (Q) regarding the radius curves in the development. They are asking for seven smaller curves to be reduced to a 100 foot radius instead of the 200 foot as required by our Ordinance and the Craig Road curve radius to reduce it to a 380 foot radius instead of the 500 foot as required by our Ordinance. Sylvia House, Zoning Officer said that the Antrim Township Planning Commission recommends granting these requests with the comment they need to add signage for no parking along any of these curves.

A Byers/Myers motion passed 4-0 (Miller was absent) to grant the modification requests from Chapter 125-45 (Q) to accept the seven smaller curve radius' of 100 feet and the Craig Road curve radius of 380 feet with the condition that signs are to be put up for no parking on any of the curve areas for Greenspring Valley.

The next modification request that Greenspring Valley is asking to have granted refers to Chapter 125-45 (L) (1) that requires lots to front on a public street. Some of the townhouses in the development will not have public road access and will be accessing a private 20 foot alley. The Antrim Township Planning Commission recommended that this request be denied because they are concerned that people will park in the alley and emergency vehicles will not be able to access the units if necessary. The Supervisors decided to table this modification request until they receive further information from the fire company about whether emergency vehicles will be able to access the townhouses that will front on the alley.

The final modification request that Greenspring Valley is asking to have granted refers to Chapter 125-45 (W) (2) that requires roads to be separated 150 feet apart for residential streets and 800 feet apart for connector roads. Pocket Circle and Carton Road are only approximately 140 feet apart and should be 150 feet. Also they are proposing a median

strip to be constructed down the center of Craig Road coming off of Williamson Road to act as a traffic calming device which would only allow right in right out access to Pocket Circle. The Planning Commission recommended the request to be granted noting that adequate signage would be needed for the median. The Supervisors upon discussing this further with Greenspring Valley's engineers decided to table this request because the engineer will ask their client if they would be willing to make another change that could alleviate this modification request altogether.

A Young/Myers motion passed 3-0 (Byers left the room & Miller was absent) to approve a Stormwater exemption request for Lee & Dean Meyers.

A Young/Byers motion passed 4-0 (Miller was absent) to approve a plan for George Clopper for a 1 residential lot subdivision on Leitersburg Road.

A Myers/Young motion passed 4-0 (Miller was absent) to approve a plan for Alan Oberholzer for a 3 lot residential subdivision on East Weaver Road.

A Myers/Young motion passed 4-0 (Miller was absent) to approve a plan for Jesse & Elizabeth Petre, a small lot addition.

Sylvia House, Zoning Officer addressed the Supervisors regarding a bond renewal for Paradise Estates. The current amount of the bond is \$23,632.00 and the developer is requesting that the bond remain at this same amount, however, Martin & Martin is recommending that the amount be increased to \$33,176.00 due to additional work that will need to be done.

A Myers/Byers motion passed 4-0 (Miller was absent) to renew the bond amount for Paradise Estates at the same amount of \$23,632.00 as long as it is received before noon on Wednesday, March 24, 2010.

A Byers/Young motion passed 4-0 (Miller was absent) to approve a Request from Planning Waiver – Non-Building Declaration to be sent to DEP for Lee & Dean Myers.

A Young/Byers motion passed 4-0 (Miller was absent) to approve a Sewer Facilities Planning exemption to be sent to DEP for Cedar Grove Mennonite Church.

A Byers/Young motion passed 4-0 (Miller was absent) to amend the previous motion for Lee & Dean Myers to be a Sewer Facilities Planning Module and not a Request from Planning Waiver – Non Building Declaration to be sent to DEP.

A Myers/Young motion passed 4-0 (Miller was absent) to approve a Request from Planning Waiver – Non-Building Declaration to be sent to DEP for Martin & Ruth Burkholder.

A Myers/Young motion passed 4-0 (Miller was absent) to approve a Request from Planning Waiver – Non-Building Declaration to be sent to DEP for Michael & Lisa Gross.

A Myers/Young motion passed 4-0 (Miller was absent) to approve a Request from Planning Waiver – Non-Building Declaration to be sent to DEP for Jesse & Elizabeth Petre.

A Myers/Young motion passed 4-0 (Miller was absent) to approve a revised Phasing Schedule for Heritage Estates West, a 129 unit residential subdivision on Walter Avenue. The revised schedule is due to the fact that they only want to bond one phase at a time.

Sylvia House, Zoning Officer addressed the Supervisors regarding the Zoning Discussion from the January 26<sup>th</sup> joint meeting with the Planning Commission and she would like to set up a separate

worksession to discuss the proposed changes further. The Supervisors agreed that a worksession meeting would be set for Thursday, March 4, 2010 at 7:00 p.m.

Chairman Baer announced that an Executive Session was held earlier tonight at 6:00 p.m. to discuss a personnel matter.

Brad Graham, Township Administrator addressed the Supervisors regarding the replacement of the Township's computer system. Pricing for the new computer equipment was obtained from Dell and through CoStars for HP Equipment and the CoStars pricing was significantly less. He would like approval from the Supervisors to go through CoStars to purchase the new computer equipment. There is also equipment that can be purchased for the Supervisors to use so that board meetings can be done electronically. Monitors would be mounted into the Board room desk so each Supervisor would be able to view information but not make any changes to it and the information would be controlled by the main computer that would be located in the Board Room. A quote was received from Global Data to install all of the new computers and hardware at a cost of \$3,950.00.

A Young/Myers motion passed 4-0 (Miller was absent) to proceed with purchasing the new computer equipment and hardware through CoStars or to allow Township staff to use their discretion if we get a lower quote from someone else and to purchase monitor access equipment for the Board Room and allow Global Data to install the new computer equipment at a cost of \$3,950.00.

Mark Golbach, Antrim Township Park Committee member was present at tonight's meeting to address a Water Trail Proposal from the Park Committee to the Supervisors. The proposal would designate the Conococheague Creek as a PA Water Trail. Mr. Goldbach does not yet know all of the criteria that will be required by the State for this designation but he would like the Board of Supervisors support once all of the criteria is determined. Supervisors Young questioned Mr. Goldbach about the egress and ingress to the water trail. Mr. Goldbach replied that we would have to check the feasibility of public access points to the creek. Mr. Goldbach would like the Supervisors to consider designating the Conococheague Creek as a local water trail and do a feasibility study until the PA criteria is established.

A Young/Baer motion passed 4-0 (Miller was absent) to authorize the Antrim Township Park Committee to designate the Conococheague Creek as a local water trail and do a feasibility study until the PA criteria is established.

Brad Graham, Township Administrator addressed the Supervisors about a letter that was received from the Franklin County Drug Task Force asking for a contribution for 2010.

The request indicates the requested contributions from each municipality in the County based on the population of each municipality. The share for Antrim Township would be \$3,867.83.

A Myers/Young motion passed 3-1-0 (Byers opposed & Miller was absent) to approve making a contribution in the amount of \$3,867.83 to the Franklin County Drug Task Force in 2010.

A discussion regarding Fayetteville Contractors payment and the ATMA/Sewer Engineer were tabled at this time.

Brad Graham, Township Administrator addressed the Supervisors regarding a request from Century Inc. for the Century Drive Grant Request. The Supervisors already approved them to apply for the grant last year, however they are now asking for a support letter from the Township.

A Baer/Myers motion passed 4-0 (Miller was absent) to approve sending a support letter from the Township for the Century Drive Grant Request.

Brad Graham, Township Administrator addressed the Supervisors regarding a request that Supervisor Sam Miller received from the Boy Scouts to use the Antrim Township Community Park in 2011 for a

Winter Camporee.

A Myers/Young motion passed 4-0 (Miller was absent) to approve the use of the Antrim Township Community Park by the Boy Scouts for a Camporee in the Winter of 2011.

The Supervisors discussed the Shearer Property on Shinham Road at this time. Supervisor Young feels that the Township made an attempt to do something and the property owner stopped us so he doesn't think we need to do anything further. Mr. Shearer was present at tonight's meeting and stated that he measured the road and it was 21 ½ feet wide and Roadmaster Paul Minnich said it was widened to 18 feet.

A Young/Byers motion passed 4-0 (Miller was absent) to not do anything further with the Shearer property on Shinham Road since an attempt was already made to do something to rectify the situation and the property owner stopped us.

Brad Graham, Township Administrator addressed the Supervisors regarding the PLGIT procurement card that the Supervisors approved Township staff to look into for making Township purchases. Solicitor John Lisko looked over the agreements from PLGIT for the card and recommended that we not proceed with obtaining the procurement card due to some restrictions that were in the agreement. The Supervisors advised Mr. Graham to call other Townships and see what type of cards they use for purchases.

A Myers/Young motion passed 4-0 (Miller was absent) to approve a Sewer waiver request for Dave Minnich for a period of six months for a property he owns on Worleytown Road per the recommendation from the Antrim Township Municipal Authority. The Sewer waiver will be granted for six months and then he will need to re-apply for another waiver.

Secretary Mary Klein addressed the Supervisors regarding HIPAA regulation updates that are required for our health insurance and reimbursement plan documents due to a regulation change for HITECH (Health Information Technology for Economic and Clinical Health Act). The regulation updates state that we will only use the participant or dependents protected health information to make required disclosures or for purposes related to treatment, payment for healthcare and the healthcare operations of the plan or to make any other disclosures that are required by Law.

A Myers/Byers motion passed 4-0 (Miller was absent) to approve the HIPAA Plan Documents for the Medical and Health Reimbursement plans due to the HIPAA regulation updates for HITECH (Health Information Technology for Economic and Clinical Health Act).

Supervisor Byers addressed Sylvia House, Zoning Officer regarding the Zoning District changes that were proposed at the January 26<sup>th</sup> meeting that he was unable to attend. House replied that the proposed districts were created by sorting all the permitted uses in all the districts and consolidating the districts to remove the duplicated permitted uses. The consolidated uses in each Zoning District could then be regulated with standards individually. Supervisor Byers stated that he has concerns with the Highway Commercial Zoning District extending so far up into the North East quadrant. He does not want to rush into a new zoning map just because it goes along with the Comprehensive Plan.

Jim Maun addressed Sylvia House, Zoning Officer and asked if he could get a draft form of the proposed Zoning map and he added that the new proposed Highway Commercial district will need public sewer.

Steve Zeller, Brinjac Engineering addressed the Supervisors and stated that the Sewer Service Map will be established with the 537 Plan.

Supervisor Myers addressed Solicitor Lisko regarding the ATAPCO and Norfolk Southern Agreement. Solicitor Lisko replied that he sent the revised agreement to ATAPCO on Thursday and he is waiting to

hear back from them. He had another Township that had the same situation and he obtained a copy of their agreement and worked from that one to create the one he sent to ATAPCO for our Township. He would like to coordinate a meeting with ATAPCO to discuss this further.

Chairman Baer asked for public comment – there was none.

Resident Bob Smith addressed the Supervisors regarding the Zoning Districts and designating a map.

A Myers/Young motion passed 4-0 (Miller was absent) to adjourn into Executive Session at 9:11 p.m.

A Myers/Young motion passed 4-0 (Miller was absent) to resume the regular meeting at 10:05 p.m.

A Byers/Myers motion passed 4-0 (Miller was absent) to accept the resignation of Paul Minnich as Roadmaster and Emergency Management Coordinator.

A Byers/Young motion passed 3-0 (Baer abstained and Miller was absent) to appoint Rick Baer as Acting Roadmaster, with pay to be set by the Township's elected auditors as soon as possible.

A Myers/Young motion passed 4-0 (Miller was absent) to authorize Brad Graham to advertise for the position of Roadmaster/Public Works Director.

A Young/Myers motion passed 3-0 (Baer abstained and Miller was absent) to authorize Acting Roadmaster to schedule temporary road crew staff as needed at the established part-time labor rate of \$15.00 per hour.

A Myers/Young motion passed 4-0 (Miller was absent) to adjourn the regular meeting at 10:06 p.m.

A Myers/Byers motion passed 4-0 (Miller was absent) to resume the regular meeting at 10:10 p.m.

A Young/Myers motion passed 4-0 (Miller was absent) to authorize Brad Graham to bring in professional help on an as-needed basis for the purposes of inspection of on-going projects, professional consulting advice with ongoing operations in the absence of our professional roadmaster/maintenance superintendent.

A Young/Byers motion passed 4-0 (Miller was absent) to re-adjourn the regular meeting at 10:13 p.m.

Respectfully Submitted,

Mary A. Klein

Secretary