

## **UNION TOWNSHIP BOARD OF SUPERVISORS MEETING MINUTES**

The Union Township Board of Supervisors met in regular session on Wednesday December 13, 2023. The meeting was held at the Municipal Building, 3111 State Route 72, Jonestown, PA.

Dennis Firestone called the meeting to order at 6:52 p.m.

Present:

Dennis Firestone, Chairman

Kerry McCrary, Vice Chairman

Gary Longenecker, Secretary

Brent McFeaters, Township Manager

Bryan Michael, Road Crew Supervisor

Paul Bametzreider, Township Solicitor

Steve Sherk, Township Engineer

Chief Farneski, Cleona Police Department

Eighty (80) Attendees

**Public Comments** – None

**BOS Minutes** - Approve the BOS Meeting Minutes for November 8, 2023, a motion was made by Kerry McCrary and seconded by Gary Longenecker. All Approved.

**Financial Report** - Approve the Financial Report for November 2023, a motion was made by Gary Longenecker and seconded by Dennis Firestone. All Approved.

**Cleona Borough Police Services** – Chief Farneski reported that there were 62 incidents, and 35 parking citations were handled throughout the previous month. The Chief said there were 2 deaths in the Township due to natural causes. Mental health issues are on the rise now due to Holiday stress and other issues. Be cautious of your packages and cautious as to inviting people into your home to be polite, because getting them out might be an issue these days, unfortunately. Kerry asked the Chief about a solution for the owner of Moose’s LZ and trucks turning around in their parking lot. The Chief said he would keep an eye out, but the Chief has not seen anything in the past with trucks turning around in their parking lot. Tammy Boltz had mentioned a sign saying, “No Truck Turn a Round, Violators will be prosecuted”, might help Moose’s LZ’s issue with the trucks.

**Northern Lebanon Fire and Emergency Services** – Rob Taylor, handouts (Only when provided by the NLFES)

**Life Lion Ambulance Services** – Eric Zaney, handouts (Only when provided by Life Lion)

**Planning Commission** – There was NO Planning Commission meeting held in December - Brent McFeaters

**Zoning Officer’s Report** – Steve Sherk stated that there was a handout in the Supervisors packet showing all permit fees that were recorded and all enforcement noticed that are ongoing at this time. Kerry questioned if there is any progress on the two Fisher Avenue properties. Steve said letters were mailed out, the letters that were timed stamped for the owner’s response.

**BOS Meeting was placed on a brief hold for the Public Hearing** – Ordinance #190, Tim and Debra Shuey rezoning request for property located at 30 Bohn’s Lane, Jonestown, PA 17038. The request is asking that the existing 8.671-acre tract of land be rezoned from an Agricultural use to an Industrial use, (parcel number 33-2312152-414031-0000). The developer is Berkentine and Son’s Builders, Inc.

Paul Bametzreider called the Public Hearing to Order at 7:01 p.m. Paul Bametzreider then explained to the residents that the developer’s attorney David Tshudy, informed the Township at 9:35 a.m. that morning. Since they did not yet receive the Lebanon County Planning Department’s letter, they would like to reschedule the Public Hearing to the next meeting on January 10, 2024. Paul Bametzreider then explained to the residents and Supervisors that the Supervisors will have to act in order to reschedule the meeting for next month. A few residents spoke on the resident’s behalf and expressed concerns about NOT rezoning this at 30 Bohn’s Lane. The residents had asked the Board NOT to grant permission for Public Hearing to be rescheduled to January 10, 2024, at 7:00 p.m. After a long discussion a motion had been made by Kerry McCrary to accept the developer’s request in rescheduling the meeting to January 10, 2024, at 7:00 p.m. and seconded by Gary Longenecker. All Approved. The hearing was adjourned at 7.35 p.m.

**BOS Meeting resumed - Road Foreman’s Report** – Bryan Michael stated that they had gotten the plows and spreaders on the trucks, the stone box was repaired, replenished the stone bins at the laydown area, and dug out soft spots on Bordnersville Road. Bryan had mentioned some attention needs to be addressed to Quartermaster Road, Kerry McCrary, Steve Sherk, Bryan Michael, and Brent McFeaters will visit Quartermaster Road to review the issues in the next few weeks. Helen Light also asked the Township to review the new culverts on Ridge Road, the bumps are crazy. Questions were also asked about the work that was done recently on Bordnersville Road; we informed the resident that it will be overlaid next Spring.

**Engineer’s Report** – Steve Sherk commented on the following topics:

**Local Share Account (LSA) Grant for Old Forge Road, I-81 NB Ramp, Fisher Avenue Intersection Improvements.** Union Township was officially awarded an LSA grant in the amount of \$73,001 to improve the intersection of Fisher Avenue, Old Forge Road, and the I-81 NB ramp. As previously discussed, the LSA and Green-Light-Go project improvements will be combined and bid on the same contract. Our traffic subconsultant, ELA Group, initially submitted the Highway Occupancy Permit (H.O.P.) and Traffic Signal Permit Plans to PennDOT in early August. ELA has received several rounds of comments from PennDOT with the most recent comments being relatively minor. ELA Group expects the H.O.P. and Traffic Signal Permit to be approved by the end of the year or soon after. The project is currently out for bid. Bids are due January 10, 2024.

**PennDOT Green Light-Go Agreement – Fisher Avenue - Signal Improvements.** See item 1 above as the LSA and Green-Light-Go project improvements are being bid on the same contract. The Township has until May 15, 2024, to complete construction of the GLG funded improvements and the final invoice must be submitted to PennDOT by May 31, 2024. Due to the delay with announcement of the LSA grant and potential supply chain issues, the Township will likely need to invoice PennDOT for any GLG funded work completed by May 15, 2024, and request up to a 12-month time extension from PennDOT for remaining construction expenses. However, PennDOT advised the Township to wait until May 2024 to request and extension if one is needed.

**Lickdale Associates, L.P., Truck Parking Lot.** A few outstanding comments regarding the Stormwater Management Plan need to be addressed, including execution of the Stormwater Management BMP O&M Agreement, posting of financial security, and execution of a Developer’s Agreement. As previously reported, the Township’s Sewage Enforcement Officer has determined that portable toilets are not permitted

for permanent commercial uses and that permanent restroom facilities with a public sewer connection will be required. These outstanding issues must be addressed before a Zoning Permit is issued.

**Culvert Replacements at 10/15 Campmeeting Road and 112/129 Campmeeting Road.** We completed design drawings and the necessary GP-11 permit applications for both culverts. There are wetlands located at the 10/15 Campmeeting Road culvert which are potential bog turtle habitat. However, USFWS has provided the necessary project clearance with time of year restrictions, which means the culvert replacement and associated work for the culvert replacement at 10/15 Campmeeting Road must occur between November 1<sup>st</sup> and March 31<sup>st</sup>. We submitted the required DEP GP-11 permit application for both culverts to DEP on September 18<sup>th</sup>. DEP reviewed the permit application and issued an eligibility deficiency letter containing three comments on October 10<sup>th</sup>. We addressed DEP's three comments and resubmitted the GP-11 permit application on October 23<sup>rd</sup>. We are currently awaiting permit approval. Lane Enterprises previously provided Co-Stars quotes in the amounts of \$5,850.00 (no fish baffles) for Culvert #1 at 112/129 Campmeeting and \$8,140.00 (no fish baffles) for Culvert #2 at 10/15 Campmeeting. These quotes will require updating as the pricing was only good through mid-August. DEP has confirmed that fish baffles are not required for either culvert. We've submitted a grant application in the amount of \$69,515 for the Statewide Local Share Account (LSA) for installation of Culvert #2 at 10/15 Campmeeting Road. Given the urgency to replace Culvert #1 at 112/129 Campmeeting Road due to the road subsidence, we are not including it in the grant application since the grant likely won't be announced until next summer or fall.

**SWM Plan for Brian & Lori Punt – 296 Fort Swatara Road.** See my letter dated December 6, 2023. We recommend release of \$15,305.55 from the established letter of credit leaving a balance of \$4,000.00. The motion was made by Kerry McCrary and seconded by Gary Longenecker. All Approved.

#### **Solicitor's Report –**

1. Paul Bametzreider stated that a CPA will be needed for the 2023 Audit. Paul had advertised as per the Supervisors request at last month's meeting.
2. Paul also mentioned that he had prepared an agreement for the recreation funds to be distributed to Swatara Township for their walking trail. Brent McFeaters stated that the agreement had been forwarded to Swatara Township for their signatures.

#### **Resolutions –**

1. Resolution #7 – 2023, Adopt the 2024 Budget (the Budget has been posted and advertised for the residents, as per Second Class Township requirements). The motion was made by Kerry McCrary and seconded by Gary Longenecker. All Approved.
2. Resolution #8 – 2023, Tax Levy – Fire Hydrant Tax for 2024. The motion was made by Kerry McCrary and seconded by Gary Longenecker. All Approved.
3. Resolution #9 – 2023, Tax Levy – General Purposes and Street Light Tax for 2024. The motion was made by Kerry McCrary and seconded by Dennis Firestone. All Approved.
4. Resolution #10 – 2023, DEP EFA registration, permission to file forms online to DEP. The motion was made by Kerry McCrary and seconded by Dennis Firestone. All Approved.
5. Resolution #11-2023, LSA Grant for the NLFES. The motion was made by Kerry McCrary and seconded by Gary Longenecker. All Approved.
6. Resolution #12-2023, Marcellus Shale Grant for the Campmeeting Road culvert. The motion was made by Kerry McCrary and seconded by Gary Longenecker. All Approved.

**New Business –**

1. Approve the 2024 C.M. High Preventive Maintenance Agreement, the contract amount is \$1,725.00. The motion was made by Kerry McCrary and seconded by Dennis Firestone. All Approved.
2. Approve the Meeting Schedule for 2024, (Organization, Supervisors, Planning Commission, and Lickdale Sewer Plant Meetings). The motion was made by Kerry McCrary and seconded by Gary Longenecker. All Approved.

**Old Business –** there was no old business.

**Bills Payable -** General, Recycling, Liquid Fuels, Street Light, and Payroll - \$143,724.93, a motion was made by Kerry McCrary and seconded by Dennis Firestone. All Approved.

**Date of the Organization Meeting** is Tuesday January 2, 2024, at 1:00 p.m.

**Date of the next Planning Commission Meeting** is Wednesday January 3, 2024, at 7:00 p.m.

**Date of the next Lickdale Sewer Treatment Plant Meeting** is Wednesday January 10, 2024, at 6:30 p.m.

**Date of the next Board of Supervisors Meeting** is Wednesday January 10, 2024, beginning right after the Lickdale Sewer meeting.

The meeting was adjourned at 7:58 p.m.

Recording Secretary,

Brent McFeaters, Manager