

EAST PENNSBORO TOWNSHIP  
BOARD OF COMMISSIONERS  
MAY 3, 2017

Regular Meeting

7:00 p.m.

A Regular Meeting of the East Pennsboro Township Board of Commissioners was held on Wednesday, May 3, 2017, at 7:00 p.m. at the Community and Municipal Center, 98 S. Enola Drive, Enola, Pennsylvania.

Those present were: Commissioners – John Kuntzelman, President; Paul Hartman, Vice President; George Tyson, Kristy Magaro, and Charles Gelb; John Pietropaoli, Township Manager; Lisa M. Coyne, Esquire, Township Solicitor; John B. Owen, Codes Enforcement Officer; Jared Hockenberry, Township Engineer; Lieutenant Mark Green, Police Department; and Erik Owen, Fire Marshal.

I. CALL TO ORDER

President Kuntzelman called the meeting to order at 7:00 p.m. A moment silent meditation was held, keeping in our thoughts Mr. Al Bruner, a regular attendee, followed by the Pledge of Allegiance to the Flag.

II. APPROVAL OF MINUTES

MOTION approving the minutes of the Regular Meeting of April 5, 2017, was made by Mr. Hartman, seconded by Mr. Tyson, and was carried by a unanimous aye vote.

III. EXECUTIVE SESSION REPORT

President Kuntzelman reported that the board held an Executive Session after the last Commissioners' meeting on April 19, 2017, for personnel matters, but no action was taken.

IV. APPROVAL OF REPORTS

MOTION approving the Police Report for March 2017, was made by Mr. Tyson, seconded by Ms. Magaro, and was carried by a unanimous aye vote

V. PRESENTATION

Mr. Pietropaoli stated after reviewing various contracts within the township, another goal was to find a local bank within the township close enough to visit for township needs, a bank that would provide options of newer technology that is currently lacking, the potential for growth with a bank as the township changes and grows, as well as a personal touch for staff members with bank officials who

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will be there more than six months. He asked First National Bank to attend tonight's meeting to give a presentation on what they can do for the township.

Ms. Jane Adams, branch manager at the local branch in East Pennsboro by Hoss's, thanked the board on behalf of First National Bank to let them introduce themselves to the board. Ms. Kristen Mekulsia, market manager for Cumberland County branches of First National, passed out folders. Mr. Greg Conrad, senior vice president, also thanked the board for the opportunity to present tonight. He has been with First National Bank for 19 years. He noted First National Bank is the second largest bank headquartered in the State of Pennsylvania, and has been in operation since 1864. They entered this market last year with the Metro Bank acquisition. The bank is divided into eight regions, with just over 400 branches as a whole. The Capital Region goes down to local leadership, which is how each region is divided up. He has the retail branches that report to him through the entire region, and local market leadership is where Kristen Mekulsia comes into play as she is responsible for the branches on the West Shore that report to her.

Customers are told they can out-big the smalls and out-small the bigs, because they are big enough to do all the things the larger banks do, such as PNC and Bank of America, but they are small enough to have a local touch, local leadership, and the ability to be with their customers with anything they need, whether something as small as a question on ordering checks or something as serious as a commercial loan request. The local team works with each customer as a team atmosphere.

Ms. Lanna Holst , treasury management specialist, noted her team has been meeting with Mr. Pietropaoli and township staff to brainstorm about ways to increase efficiencies within the township and collecting payments. They believe they have the product set and solutions that the township does not have access to today with its existing bank. The executive summary of their proposal, which was handed out by Ms. Mekulsia, explains there would be no fees, and the township can expect increased interest earnings. They believe they can partner well with the township to grow.

Mr. Tyson asked if they will accept cash that is safely delivered to the bank, as the current bank will not. Ms. Holst stated they absolutely will. She noted one way their municipal customers deposit cash payments is to utilize the local Police Department to help transport. They accept cash, and there is no fee for doing so. She noted they have lockboxes as well that can be used for night drop for an extra safety precaution, or drive through, or walking into the local branch, because they want to get to know their customers, whichever is more convenient for the customer.

Mr. Pietropaoli noted taking cash was one of the items he was looking at. He is also considering using ACH payments, and a potential lock box to make the payment structure easier, as well as to use the police department for transport, since the bank is right down the road.

Mr. Pietropaoli further noted as the township moves forward with technology, First National Bank is structured as such that they will not charge any additional fees. If the board decides to go with First National, he would like to make the move before Jackie Weltmer retires because there are a few accounts that will need to be run together until all accounts are closed. Mr. Pietropaoli noted they asked the current bank if they could match the same services as First National with no fees, especially with ACH, and they said they could not.

Ms. Holst noted an important feature that sets themselves apart from their competition is technology and how they like to create a strong partnership to their customer with any type of goals they may want to move toward. Their vision is to provide value to their customers and the communities they serve. They also provide community services, such as providing financial literacy to residents, or decoder pens to make sure all the money township offices are accepting are not fraudulent, and community event sponsorship, as being part of the local community is very important.

Ms. Mekulsia noted they are the banking partner for over 307 government entities in Pennsylvania.

The second presentation was by Mrs. Alicia Stine regarding the Fredrickson Library. Mrs. Stine thanked the board for its continued support. They had a reception for the relocation of the library and invited everyone in the township. It was very well received. The Fredrickson Library celebrated its 60th anniversary this March. The Friends bought a page thanking the Commissioners, of which she provided the board with a copy. She noted the library does not take the support of the board for granted. Every chance they get they let the world know how much the board has done for the township and how they have helped all the children in the municipality.

Lastly, she was pleased to note President Kuntzelman accepted an award on behalf of the Board of Commissioners commending the board and its support of the East Pennsboro Branch library as the best in the State for local public official support.

## VI. BUSINESS FROM THE FLOOR

Ms. Betsy Smith, Two Randall Drive, Enola, Pennsylvania, informed the board that she came to the township building on a Friday in April and was unable to make her tax payment. In the past, someone in the Administration Office would always take her tax payment if the tax collector was not in. She was told she would have to come back on a Monday. When she came back and asked the tax collector, she was told that sewer and sanitation would not be able to take cash in the future for tax payments. She was upset about this new procedure because she takes money out of her savings and does not want to put it into her checking account when she has the cash to pay her bill.

Mr. Pietropaoli noted sewer and sanitation officers will still take a tax payment by check when the tax collector is not in, but the auditors do not want them to take cash payments and only want cash payments made directly to the tax collector.

Mrs. Smith also discussed blind corners in East Pennsboro Township. When she drives from East Pennsboro Drive to Salt Road to turn onto Valley Road, some residents park their cars to the end of their driveway and she cannot see around the corner. Twice in the past month they have had yard sales and she had to get out almost into the road to be able to see. She also noted a sight problem caused by high shrubbery at the CVS Pharmacy. She understands that is private property, but asked if it could be addressed by the police. She also addressed traffic backup. Last evening making a right-hand turn onto Wertzville Road from East Pennsboro Drive, she waited three times at the traffic light and could not turn. She asked if the traffic lights could be adjusted.

President Kuntzelman told Ms. Smith that he and staff will follow up on those concerns. He also expressed her concerns to the Police Chief in reference to the property on Valley and Salt Roads. Mr. Gelb noted as for the cash tax payment, he was in the building on a Friday with the Recreation Director and a lot of people came in to pay the tax collector, who has no Friday office hours. He asked if a secure drop box could be installed, instead of people sliding their payments under the door. Mr. Pietropaoli thought a drop box would be a good idea to look into, but for checks only, as there would be no way to receive a paid receipt for cash payments put into the secure drop box. He noted the frustration of residents when other township personnel cannot accept cash payments, but the tax collector does not come under township management and the auditor has advised the township against accepting cash payments.

Ms. Amber Wolfe, East Pennsboro Township HR, noted the struggle for the admin employees is that they cannot stamp the residents' receipt as paid when it is not a township department and not their liability. The tax collector and her employees have to be bonded indicating they are responsible for the cash payments. Ms. Coyne noted it has to be someone who is bonded. Mr. Gelb suggested when the new bookkeeper position is filled, that perhaps that person be required to be bonded so that they will be able to take cash tax payments when the tax collector is not in. Mr. Pietropaoli noted it is a very good point that has come up before and something must be done about it.

Ms. Cindy Scarta, Seven Patricia Drive, addressed the board about the road condition at the lower end of North Enola Drive coming off of Rt. 15. Mr. John Owen spoke with the contractor today, and they will be repaving that at the end of May, early June. It is a State road. President Kuntzelman noted the construction is all done and then they will overlay the whole section, but it is a State issue.

Mr. Richard Miller, 775 South Humer Street, stated he lives right across from the landfill and asked what the status is with regard to clean-up.

Mr. Hockenberry indicated Mike Dobson talked to the construction foreman about a week ago and they are finishing up with their wires. They are hanging the low fiber optic along that run and expect to restore properties within the next three weeks.

Mr. Miller asked when the project is finished, if the township has thought of any future plans for the old landfill property, and whether they would consider perhaps a dog park. Mr. Pietropaoli stated the township is very interested in hearing ideas for use of the property, and there have been requests in the past for a dog park. There cannot be construction on it because of the methane gas, even though the gas level emitted has declined to very little coming out of the vents.

Ms. Lexi Abeln, 69 Acri Meadow Road, and her son, River, addressed the board concerning raising chickens in a residential area. They are in favor of residents being able to have their own chickens, which she believes provides benefits to residents of a healthy natural food supply with very little risk. She noted the benefits of natural eggs as a perfect food, especially for some with allergies. Mr. River Abeln noted chickens are a natural pesticide and have many, many other benefits, including as a natural landfill. Americans throw away about 30 to 40 percent of food every month, on average about 20 pounds of food every month. One chicken can eat 7 pounds of food waste every month. If every person had three chickens all that waste would not go into landfills. They noted it is also part of a sustainable community.

Mr. Pietropaoli informed the Abeln that the question regarding noncommercial keeping of chickens has come up before. The Animal Control Commissioner is working with township staff regarding drafting an ordinance. They have model ordinances from many other municipalities and hope to have a good draft soon for the Solicitor to review and hopefully for board review within the next 60 days. He asked Ms. Abeln to leave an e-mail address and he will forward the information.

## VII. ITEMS FOR DISCUSSION AND APPROVAL

MOTION authorizing payment of invoices and payroll pending review and signatures of Commissioners, was made by Ms. Magaro, seconded by Mr. Hartman, and was carried by a unanimous aye vote.

MOTION to direct the Township Manager to move all scheduled township board and committee meetings to the new meeting/multipurpose room located on the lower level beginning the week of September 4, 2017, was made by Mr. Hartman, seconded by Ms. Magaro, and was carried by a unanimous aye vote.

Mr. Hartman noted he would like to see this done because the Police Department has not had an upgrade since 1984 when the building was new, and with the Police Department complement that has increased since then, they need the space.

President Kuntzelman discussed the presentation from First National Bank and noted the board would be prudent to move on the matter as soon as possible. Mr. Pietropaoli reiterated they were the only bank that did not charge fees, and the township would like to go to ACH electronic payments from residents without making the residents have to pay an additional fee, as well as to use ACH electronic payments to vendors, which eliminates the chance of fraud by having to cut and mail checks to vendors. The township is mailing approximately 100 checks every two weeks. Technology for electronic ACH payments provide safety and prevention against fraud as well as provides more convenience to residents. He also likes the opportunity to do business with a bank close to the township building and one which is a part of the community.

MOTION to transfer all accounts from the township's existing bank, S&T, formerly known as Integrity, to First National Bank, and to ensure township deposits are transported by a police vehicle, was made by Mr. Tyson, seconded by Mr. Gelb, and was carried by a unanimous aye vote

Mr. Pietropaoli informed the board he received a letter from the Borough of Wormleysburg thanking the wastewater treatment plant as well as Township Engineer for their assistance over the last two years. The township did notify them that they had to move in their own direction.

The board discussed a letter received from the East Pennsboro Area School District regarding a construction project at the elementary school adding an additional outside area for the elementary school, the project not exceed \$220,000, and they are asking for relief from the building permit process.

It is a board decision to give any assistance or waive any fees on building permits. In the past, fees have not been waived because it does take review and inspection time on the part of township staff. It is a responsibility for the building officials and the plan reviewers when they commit to an approval and sign off on something, it is important to them to make sure things are done right, so there is township time and travel involved. The estimated permit fee for a \$220,000 project under the current permit and review plan would be \$2,864. Mr. Pietropaoli noted the board has waived permits in the past only for reasons of emergencies.

Mr. Kuntzelman suggested staff should be compensated for their review time, but not putting an extra burden on taxpayers. Mr. Tyson noted it is the same pool of tax money, and would like to come to some agreement between the school district and the township so there is a process to apply when these projects come up, but agrees staff review time should be refunded. He asked that it be placed as an item on Intergovernmental Committee meeting agenda. Mr. Pietropaoli will check with surrounding municipalities to see how they work with their school districts with similar requests.

President Kuntzelman noted Hampden Township recently had an Earth Day event which included a community shred, a place to bring old flags to be disposed of properly, and a food drive, which was attended by Representative Rothman and Senator Regan. He asked Mr. Pietropaoli to forward the idea to the EAC and other organizations to work on a similar event for the township. National Night Out was considered for such an event, but that is held during the week and would not be a good time for these various services. A weekend event would get a better turnout.

Mr. Pietropaoli reviewed with the board that a blinking light was approved at the intersection of Wertzville and Magaro Roads for both directions during Representative Grell's time, the township did all that needed to be done on its end, but it never went through. PennDOT said no resident in that area would grant the

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Required right-of-way for the sign, so the project was put on hold. The township's only commitment would be to pay the power bill. It was the consensus of the board to poll the residents again, as someone might be willing to provide right-of-way now since there have been so many accidents there now.

Mr. Tyson stated he met with yesterday at the dealership that the new fire engines were ordered from and Company 17's is there. Engine 20 will be done by the end of the month. He was proud to be informed by the gentleman who runs the dealership that when East Pennsboro Township purchases an engine, they purchase very functional and excellent vehicles with not a lot of glitz and glitter.

MOTION to adjourn the meeting at 7:55 p.m., was made by Mr. Hartman, seconded by Ms. Magaro, and was carried by a unanimous aye vote.