

EAST PENNSBORO TOWNSHIP
BOARD OF COMMISSIONERS
JANUARY 17, 2018

Regular Meeting

7:30 p.m.

A Regular Meeting of the East Pennsboro Township Board of Commissioners was held on Wednesday, January 17, 2018, at 7:30 p.m. at the Community and Municipal Center, 98 S. Enola Drive, Enola, Pennsylvania.

Those present were: Commissioners - John Kuntzelman, President; George Tyson, Vice President; Kristy Magaro, Charles Gelb and Raymond Skip Magaro; John Pietropaoli, Township Manager; Lisa M. Coyne, Esquire, Township Solicitor; John B. Owen, Codes Enforcement Officer; Jared Hockenberry, Township Engineer; Dearan Quigley, Housing & Community Development; Jason Foster, Code Official; Cherie Matter, Recreation Director; Chief Bashore and Lt. Mark Green, Police Department; and Erik Owen, Fire Marshal.

I. CALL TO ORDER

President Kuntzelman called the meeting to order at 7:30 p.m. A moment of silent meditation was observed in memory of Helen Griffiths, former member of the Recreation Board and integral help with the Parks and Recreation Department, followed by the Pledge of Allegiance to the Flag.

II. BUSINESS FROM THE FLOOR

Prior to the meeting, Magisterial District Justice Sanderson swore in Commissioner Kristy Magaro and Police Officer Justin Robert Barder.

III. ITEMS FOR DISCUSSION AND APPROVAL

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

MOTION to approve the CoStars contract purchase of a new Mack Truck from Legacy Truck Centers, per quote dated 12-28-17 for \$91,375.00, and fit up from M.J

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Equipment, per quote dated 1-3-18 for \$73,145.00, was made by Mr. Skip Magaro, seconded by Mr. Tyson, and was carried by a unanimous aye vote.

MOTION to accept the deed of dedication from Locust Ridge Ventures LLC for Briar Ridge Circle, Dennis Drive, and a portion of Creekside Drive, based upon the recommendation of the Township Engineer and Township Solicitor, was made by Ms. Magaro, seconded by Mr. Tyson, and was carried by a unanimous aye vote.

Mr. Pietropaoli noted the township is already maintaining the streets off of Creekside Drive and Locust Street. They were paved this fall and were paved as a result of calling the letter of credit from the developer, no public moneys were used for the paving.

MOTION to authorize advertisement and bidding of the Valley Road sewer repair project, was made by Ms. Magaro, seconded by Mr. Skip Magaro, and was carried by a unanimous aye vote.

There was a brief discussion regarding the proposed 2018 fee schedule. The fee schedule is updated annually. Mr. John Owen noted only two Commissioners responded to an e-mail put out by Ms. Matter regarding the deposit fee for the park rental for vandalism. It is not part of the document this evening but could be added as an amendment. Mr. Tyson stated he would be in favor of that as an amendment. He noted the use of the park and some of the pavilions and activities that in many cases result in a significant amount of work from township staff the following Monday after the weekend, and by getting the deposits will make sure people take better care of the facility in order to get their deposits back. President Kuntzelman urged that good documentation must be taken of the condition the premises was they left it. Ms. Matter noted this proposed deposit is for special events like the 5K race, of which there are six to eight events per year.

MOTION to adopt the 2018 fee schedule including the recreation deposit fee amendment was made by Mr. Gelb, seconded by Mr. Tyson, and was carried by a unanimous aye vote.

MOTION to add Jason Foster as the Co-Building Code Official with the Pennsylvania Department of Labor and Industry and Alternate Right to Know officer for East Pennsboro Township, was made by Mr. Gelb, seconded by Ms. Magaro, and was carried by a unanimous aye vote.

MOTION to approve the request from the East Pennsboro Emergency Services Carnival Committee to reserve and use Adams-Ricci Community Park and parking lots from Saturday, June 16, 2018, at 8:00 a.m. through Monday, June 25, 2018, at 12:00 p.m., along with additional requests contained in the November 10, 2017 request letter from the carnival chairman, was made by Mr. Gelb, seconded by Ms. Magaro, and was carried by a unanimous aye vote.

Mr. Pietropaoli noted in addition the township gives them relief from the noise ordinance a little longer than the noise ordinance permits, covers the cost of dumpsters and portable bathrooms and also security by the Police Department, and allows them an area for helicopter rides. The township also handles their signs and banners. The sign shop updates the dates and township crews hang them.

The board then discussed Ordinance no. 774-11 regarding removing and impounding of motor vehicles. Mr. Pietropaoli noted they do not have a signed copy of the ordinance, it was in the minutes as adopted but there is no signed copy. Ms. Coyne further noted there is nothing indicating the Board of Commissioners vacated or re-signed the ordinance. It was properly voted and enacted, but a signed ordinance is needed to forward for the General Code, and a reaffirmation by the board is needed.

MOTION to reaffirm and execute Ordinance no. 774-11, removal and impounding of motor vehicles, originally acted by a unanimous vote on November 2, 2011, was made by Mr. Gelb, seconded by Mr. Tyson, and was carried by a majority vote of Mr. Gelb, Mr. Tyson and Mr. Skip Magaro, with Mr. Kuntzelman absent at the time of vote and Ms. Magaro abstaining.

MOTION to direct the Township Solicitor to prepare and publicly advertise for proposals for towing service within the township, was made by Mr. Gelb, seconded by Mr. Tyson, and was carried by a majority of aye votes, with Ms. Magaro abstaining.

MOTION to accept the 2018 Solicitor contract from Lisa Marie Coyne, Esquire, of Coyne and Coyne PC, was made by Ms. Magaro, seconded by Mr. Gelb, and was carried by a unanimous aye vote.

MOTION to accept the following Commissioner appointments for 2018-19 was made by Mr. Tyson, seconded by Ms. Magaro, and was carried by a unanimous aye vote. The appointments are as follows:

Police Commissioner - John Kuntzelman and George Tyson
Wastewater Facilities Commissioner - Kristy Magaro
Highway Commissioner - Raymond Skip Magaro
Sanitation Commissioner - George Tyson
Recreation Commissioner - Charley Gelb and Raymond Skip Magaro
Fire Department Commissioner - George Tyson and John Kuntzelman; Alternate Commissioner - Charley Gelb
Planning & Zoning Commissioner - John Kuntzelman; Alternate Commissioner - Kristy Magaro
Building & Grounds Commissioner - George Tyson
Senior Citizens Commissioner - Kristy Magaro
Ambulance Services Commissioner - John Kuntzelman; Alternate Commissioner - George Tyson
Environmental Advisory Council - Kristy Magaro
Delegate Intergovernmental Committee - Kristy Magaro and Charley Gelb

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Delegate Capital Region Council of Governments - John Kuntzelman; Alternate Commissioner - George Tyson
Delegate Industrial & Commercial Development Authority - Charley Gelb
Finance Committee - George Tyson and Charley Gelb; in addition Township Manager, Assistant Township Manager and Accountant
Personnel Committee - Raymond Skip Magaro and Charley Gelb; in addition Township Manager, Assistant Township Manager and Human Resources
Historical Society of East Pennsboro - Kristy Magaro and John Kuntzelman
Public Safety/Homeland Security - George Tyson and John Kuntzelman
Delegate Cumberland County Planning Commission - John Kuntzelman
Cumberland County Municipal Advisory Board - John Kuntzelman; Alternate Commissioner - George Tyson

Mr. Pietropaoli noted for the record during the workshop session the board will be holding an Executive Session for personnel after adjourning the regular meeting.

MOTION to adjourn the meeting at 8:11 p.m. was made by Mr. Skip Magaro, seconded by Ms. Magaro, and was carried by a unanimous aye vote.

(Whereupon, Executive Session for personnel matters and to seek legal advice was held immediately after adjournment of the regular meeting and workshop session.)