

SWATARA TOWNSHIP  
BOARD OF COMMISSIONERS  
REGULAR MEETING II  
MAY 13, 2020

1. Call to Order: The Regular Meeting II of the Swatara Township Board of Commissioners was called to order at 7:04 p.m. by President Connolly on Wednesday, May 13, 2020 at the Township Administration Building, 599 Eisenhower Boulevard, Swatara, PA 17111.
2. Pledge of Allegiance: President Connolly led the audience in the Pledge of Allegiance.
3. Moment of Silence
4. Roll Call: Commissioners Zubeck, Varner, Ellis, Vice President Boudier and President Connolly were present. Also present: Township Manager Jim Fosselman, Assistant Manager Kim Kaufman, Solicitor Stephen Coccorese, Director of Codes and Zoning Robert Ihlein, Public Safety Director Darrell Reider and Secretary Mary Kepp.
5. Executive Session: An Executive Session was held prior to the Board Meeting to discuss contractual and personnel matters.
6. Motion to Approve Agenda: Commissioner Zubeck made a motion to approve the Agenda, seconded by Commissioner Ellis. Motion carried unanimously.
7. Motion to Approve Items on Consent Agenda: Commissioner Varner made a motion to approve the Consent Agenda, seconded by Commissioner Ellis; Motion carried unanimously.
  - A. Monthly Departmental Reports
  - B. Committee Reports
  - C. Codes Report
  - D. Separation Agreement with Ronald Soutner
  - E. Authorization to Hire New Police Officer
  - F. Authorization to Sell Reserve Fire Engine to Highspire
8. Consideration of Minutes:  
Regular Meeting II -March 11, 2020: President Connolly made a motion to approve the minutes; Commissioner Ellis pointed out 2 errors in the minutes. Page 3, Section F, 3<sup>rd</sup> line, the sentence should read "It will be posted online". Also, on Page 4, #15, "the new name of Midland Cemetery should be changed to Friends of Midland". President Connolly again made a motion to approve the minutes; seconded by Commissioner Ellis. Motion passed unanimously.

Regular Meeting II- April 8, 2020: Commissioner Ellis made a motion to approve the minutes; seconded by Commissioner Varner. Motion passed unanimously.

9. Visitor Requests & Comments:

Joseph Donato, 701 S. Harrisburg Street: Packets were distributed to the Commissioners for review of tax collection year to date. He reported tax collection is slightly behind. Currently we have collected 81% of taxes where it usually is about 85% at this time. No businesses have paid yet. He still feels the Township will be in decent shape at the end of the calendar year.

10. Reports:

- A. Manager's Report - Office employees continue to work from home. Occasionally employees need to come in to do essential work such as payroll. There have been no reports of employees diagnosed with COVID-19.
- B. Treasurer's Report - None at this time. Waiting for bank reconciliation.
- C. Solicitor's Report - None at this time.
- D. Stormwater Report - Report will be posted in the lobby.
- E. Swatara Rising Comp Plan Report - Report will be posted in the lobby.
- F. Fire Services Report - Report will be posted in the lobby. There is a designated Fire Duty Officer 24 hours a day. While fire stations are closed to the public, they are able to respond to emergencies 24 hours per day. Swatara Fire-Rescue is leading the food relief program for our residents. They are thankful for all the donations. There is a food pantry open 24 hours a day for those in need. It is located at the Rutherford Fire Station at 6600 Derry Street.
- G. Director of Public Safety Report - Report will be posted in the Township lobby. The police continue to donate and help to distribute food to the community. There have not been any COVID-19 related arrests. The police officer that tested positive for the virus is doing well along with his family. He is returning to work.

11. Ratification of April 8, 2020 Meeting: President Connolly made a motion to approve; seconded by Commissioner Varner. Motion carried unanimously.

12. Consideration of Resolution: Donald Taylor Memorial Park Renovations (R-2020-15) President Connolly made a motion to adopt, seconded by Commissioner Zubeck. Motion carried unanimously.

13. Consideration of Resolution: Disposition of Records (R-2020-16) Vice President Boudier made a motion to adopt; seconded by Commissioner Ellis. Motion carried unanimously.

14. Authorization to Request Sewer Authority Extend Net Period for April Sewer Bill - Motion made by Commissioner Varner to send a request to Sewer Authority to encourage leniency due to financial hardship; seconded by Commissioner Zubeck. Motion carried unanimously.
15. Extension of Dauphin County Real Estate (R-2020-17) - President Connolly made a motion to waive the penalty period and extend face value for tax bills from June to December 31, 2020; seconded by Commissioner Ellis. Motion carried unanimously.
16. Extension of Business Privilege Tax Deadline (R-020-18) - Vice President Boudier made a motion to extend the deadline to June 30, 2020; seconded by Commissioner Ellis. Motion carried unanimously.
17. Extension of Compost Facility Season by Three Weeks: Commissioner Ellis made a motion to extend the Compost Facility Season through November 21, 2020, seconded by Commissioner Zubeck. Motion carried unanimously. The Compost Facility remains open only to residents of the Township. There have been 47 trips to the Compost Facility, and we have received over 200 calls inquiring if it is open.
18. Subdivision/Land Development
  - A. Reduction of Improvement Guarantee: McNaughton Company for Westridge Commons - Commissioner Zubeck made a motion to approve; seconded by Commissioner Ellis. Motion carried unanimously.
  - B. Reduction of Improvement Guarantee: Triple Crown Corporation for Spring Creek Hollows - Commissioner Ellis made a motion to approve; seconded by Commissioner Zubeck. Motion carried unanimously.
  - C. Reduction of Improvement Guarantee: TecPort Business Center Phase III - Commissioner Zubeck made a motion to approve; seconded by Commissioner Ellis. Motion carried unanimously.
19. Visitors Requests and Comments: None at this time
20. Any Possible Stormwater Violations we need to investigate? None
21. Commissioners Requests and Comments, Additional Business and Correspondence:

Commissioner Varner: Encouraged everyone to keep the lines of communication open. Any changes or updates should continue to be posted on social media.

Commissioner Zubeck: Any information such as cancellations or physical meetings should be posted on social media and the Township's website. The status of the

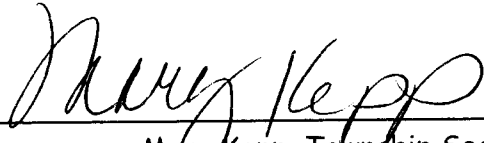
building and Board meeting should be posted the Friday before each meeting. She thanked the staff during this time and encouraged everyone to stay safe.

Commissioner Ellis: She gave an update on the Highway Department. The Compost Facility opened on April 20, 2020. Brush collection has been completed along with continued street sweeping, mowing, inlet and pothole repairs and MS-4 operations. Bids for rehab and stormwater infrastructure for Derry Street will be received by May 15, 2020. Other highway bids, projects and municipal service meetings have been rescheduled. In order to maintain the health and safety of our Highway crews we are taking temperatures and a COVID-19 health check form is completed daily upon reporting to work. Masks and other necessary PPE have been distributed. The Highway Department has also been involved with the HERO lighting of the trees in front of the Township Building. There is a drop off box for nonperishables and encourage residents to use it. She has been helping with the Grab and Go Lunch Program offered by Central Dauphin School District. All students in the District are eligible to pick up meals at Swatara Middle School from 8:00 a.m. till 12:00 noon. She encouraged others to get the word out there. She recently did a clean-up around Swatara Middle School. She encourages others to participate around the Township. Supplies are provided by the Township. She extended her thanks to the visitors and Township administration.

Vice President Boudier: Nothing at this time

Commissioner Connolly: The trees in front of the Township building are lit in support of essential workers. He thanked local businesses for their donations. He acknowledged the high visibility of the lights on the Township police cruisers. He noted that it's very important to keep the public informed and all information should be updated on the Township website as it becomes available. Decisions for future meetings will be discussed. During this time it may be necessary to only have one meeting per month. He thanked everyone for their efforts and remain safe.

22. Adjournment: Commissioner Varner made a motion to adjourn, seconded by Commissioner Zubeck. Motion carried unanimously. The Regular Meeting II adjourned at 8:05 p.m.

  
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Mary Kepp, Township Secretary