

## MINUTES

### BOARD OF SUPERVISORS WORKSHOP SESSION

**JANUARY 14, 2009  
6:00 PM**

The Silver Spring Township Board of Supervisors met in a workshop session on Wednesday, January 14, 2009 at the Township Building, 6475 Carlisle Pike, Mechanicsburg, Pennsylvania.

Chairman LeBlanc called the Board of Supervisors meeting to order at 6:00 pm.

Supervisors present: Chairman Jan LeBlanc, Vice-Chairman Mary Lou Pierce-McLain, Supervisor Jackie Eakin, Supervisor Nancy Konhaus Griffie, and Supervisor Vince DiFilippo.

Staff members present: Ms. Terri A. Martini, Assistant Township Manager; Mr. Steve A. Stine, Esquire, Township Solicitor; Mr. Bony R. Dawood, PE, Township Engineer; Mr. James R. Sadler, Chief of Police; Mr. Jeff R. Williams, Director of Parks and Recreation; Ms. Marie A. Daubert, IT Administrator; Mr. Dan L. Wenrich, Highway Superintendent; and Mrs. Sue Ellen Adams, Secretary/Treasurer.

Others present:

John Klingler  
Jim Funkhouser  
G. Diener

Wayne Stevenson  
Lionel Spenard  
Nate Spade

None.

PUBLIC PARTICIPATION

MEETING WITH  
DEPARTMENT HEADS

Supervisor DiFilippo reviewed the memo regarding fiscal reports that Department Heads will prepare for the Board of Supervisors. The reports will be prepared for the periods ending March 31, 2009, May 31, 2009, July 31, 2009, and September 30, 2009.

AUTHORIZED  
SUBDIVISION LICENSE  
CONTRACT  
(PICTOMETRY)

Authorized Subdivision  
License Contract  
Agreement

On an Eakin/Griffie motion, the Board of Supervisors approved the service contract with Cumberland County for Pictometry.

The motion carried.

Purchase Terabyte  
External Drive

On a Pierce-McLain/DiFilippo motion, the Board of Supervisors approved the purchase of one terabyte external drive, not to exceed \$200.00.

The motion carried.

APPROVAL TO BID OUT  
PORTABLE RESTROOM  
CONTRACT

Mr. Jeff Williams, Director of Parks and Recreation for Silver Spring Township, explained that the bid process for portable restrooms is not necessary since the contract amount will be less than \$10,000. The quotes should be received and presented for consideration at the February 25, 2009 Board of Supervisors meeting.

APPROVAL OF  
MINUTES  
DECEMBER 10, 2008 and  
DECEMBER 17, 2008

On a Pierce-McLain/Eakin motion, the Board of Supervisors approved the minutes from the meetings held on December 10, 2008 and December 17, 2008.

The motion carried.

LOCAL ECONOMIC  
REVITALIZATION TAX  
ASSISTANCE (LERTA)

Mr. John Klingler, of Delta Development, discussed the proposed ordinance for the establishment of a Revenue Allocation Program with the Board of Supervisors.

On a Pierce-McLain/DiFilippo motion, the Board of Supervisors authorized that the Township Solicitor prepare the public notice and advertisement for public comment and set January 28, 2009 as the date of the public hearing and consideration of adoption. The Developer has agreed to pay all costs associated with the consideration of this project.

The motion carried.

LINK-BELT MID-ATLANTIC CONSTRUCTION EQUIPMENT LAND DEVELOPMENT PLAN, LD2008-5F

Establish Improvement Guarantee Amount

On a Pierce-McLain/Eakin motion, the Board of Supervisors established the Improvement Guarantee at \$223,886.30 for the Link-Belt Mid-Atlantic Construction Equipment, final land development plan, LD2008-5F, subject to the execution of a Developer's agreement and receipt of a Letter of Credit in a form acceptable to the Township Solicitor.

The motion carried.

Developers Agreement

On an Eakin/Pierce-McLain motion, the Board of Supervisors approved the Developers Agreement conditioned on receipt of the Letter of Credit in the amount approved by the Board and the Solicitor's review.

The motion carried.

PENINSULA PHASE III AGREEMENT

On a Pierce-McLain/DiFilippo motion, the Board of Supervisors approved the Peninsula Phase III Agreement for the completion of required improvements.

The motion carried.

REAFFIRM ACTION TO PURCHASE K9 VEHICLE

On an Eakin/Griffie motion, the Board of Supervisors reaffirmed the expenditure of \$5,522.00 from the Police K-9 fund for the purchase of the K-9 vehicle (2004 Ford Explorer) from Bobby Rahal Honda.

The motion carried.

CAPITAL REGION  
COUNCIL OF  
GOVERNMENTS TOTAL  
MAXIMUM DAILY  
LOADS CHALLENGE

On a Pierce-McLain/Eakin motion, the Board of Supervisors reaffirmed the expenditure of \$1,200.00 for the cost of one year of participation in the Capital Region Council of Governments Total Maximum Daily Loads Challenge.

The motion carried.

HEALTH BENEFIT  
EXPENDITURES

On an Eakin/Griffie motion, the Board of Supervisors approved the health benefit expenditures for December, 2008.

The motion carried.

SILVER SPRING  
AMBULANCE & RESCUE  
ASSOCIATION –  
2009 AMBULANCE  
ASSOCIATION  
ACTIVITIES

On an Eakin/Pierce-McLain motion, the Board of Supervisors approved the Silver Spring Ambulance & Rescue Association list of 2009 activities as revised, as legitimate activities for worker's compensation purposes.

The motion carried.

ZELINKOFSKE  
AXELROD, LLC –  
AUDIT LETTER OF  
ENGAGEMENT

On an Eakin/Pierce-McLain motion, the Board of Supervisors authorized the execution of the Zelenkofske Axelrod, LLC, and Letter of Engagement for auditing services for the year ending December 31, 2008. The costs, not to exceed, for the three year period are: \$15,825 for 2008, \$16,455 for 2009, and \$17,110 for 2010 and includes the DCED report.

The motion carried.

EMPLOYMENT STATUS –  
JEFF WILLIAMS

On a Griffie/Eakin motion, the Board of Supervisors converted Jeff Williams to regular employment status as Director of Parks and Recreation after successfully completing his probationary period.

The motion carried

NON-UNIFORM  
PERSONNEL POLICY  
MANUAL

On a Pierce-McLain/DiFilippo motion, the Board of Supervisors approved suggested revisions to the non-uniform personnel policy manual to include identification of exempt employees.

The motion carried.

3<sup>RD</sup> PARTY INSPECTION  
AGENCY'S

On a DiFilippo/Eakin motion, the Board of Supervisors approved the Third Party Electrical Inspection Agreements for plan review and field inspection services for 2009 with the following firms:

- Commonwealth Code Inspection Service, Inc.
- Middle Department Inspection Agency
- Building Inspection Underwriters, Inc.
- Pennoni Associates, Inc.
- American Inspection Agency, Inc.
- ARRO Consulting, Inc.
- Approved Code Services, Inc. (New)

The motion carried.

LIAISON/PRIORITY  
REPORTS

Supervisor DiFilippo reported that the Planning Commission reappointed Joe Ricci as Chairman and Ray Brown will serve as Vice-Chairman. He also added that all plans were tabled and the ordinances were forwarded to the Board for its review. Supervisor DiFilippo advised that the Veterans Memorial Committee will soon have a website available. The Business Advisory Council discussed the Zoning Officer's suggested signage changes and/or clarifications and would like to present these to the Board at their February 11<sup>th</sup> Workshop meeting.

Supervisor Pierce-McLain reported that the Emergency Management Council and the Growing Greener/Land Preservation Committees cancelled their December meetings due to the icy weather. Supervisor Pierce-McLain reported that Mr. Brenneman and Mr. Raudabaugh want to continue with the Ag Security Advisory Committee and that she is waiting to hear from Mr. Frantz and Ms. Page.

Supervisor LeBlanc mentioned that the Capital Region Council of Governments will hold their banquet next Monday.

Supervisor Eakin reported the Zoning Hearing Board appointed Mr. Rick Bortz as Chair, Ms. Karen Best as Vice-Chair, and Mr. Jim Turner as Solicitor. She also reported that the Zoning Hearing Board considered three (3) sign variance requests submitted by Enterprise. Two of the variances were approved, and the third was unnecessary. Supervisor Eakin mentioned that she had a name of a person who was interested in serving as an alternate on the Zoning Hearing Board. Supervisor DiFilippo mentioned he had a name also.

Supervisor Griffie stated that the Recreation Advisory Council had cancelled its January meeting due to inclement weather. Supervisor Griffie reported that the police officers have started their 12 hour shifts. She also mentioned that Shenks, a local company, will be providing a quote for making the police patches.

#### MANAGER'S REPORT

Ms. Terri Martini gave the Manager's Report on the following:

The committees that were cancelled due to bad weather have been rescheduled.

The Capital Region Council of Governments TMDL work group has issued an invitation to meet with representatives of the EPA to discuss issues on January 23, 2009 from 9:00 to 11:30 am.

Cumberland County has requested all post World War II subdivision plans to populate data in the GIS project. The Township along with Dawood's office will accommodate the County by offering digitized plans and in return, the County will reciprocate the information back to us.

#### OTHER PERTINENT BUSINESS

Mrs. Sue Ellen Adams advised that Standard and Poor's has upgraded the Township's bond rating, additional information will be forwarded when received.

Supervisor Eakin questioned the status of improvements in the Silver Spring Square. Mr. Bony Dawood reported that the Developer is working on drawings regarding the changes, but have not yet submitted the plans for review. Supervisor Eakin asked staff to report the total amount of funds loaned to the Friends of Willow Mill, and the amount of funds they have raised for the project.

Supervisor DiFilippo reminded the Board that numerous zoning amendments including sign ordinances, common open spaces, and a definition of warehouse or truck terminal still need to be addressed. Supervisor DiFilippo inquired as to the status of the Ginger Field litigation. Mr. Steve Stine advised that we are waiting on the Federal Court to set a pre- hearing date.

ADJOURNMENT

There being no further business or comments to come before the Board, the meeting was adjourned at 7:40 pm on an Eakin/Pierce-McLain motion.

The motion carried.

Recorder: \_\_\_\_\_  
Sue Ellen Adams

APPROVED: \_\_\_\_\_  
Chairman

\_\_\_\_\_  
Secretary