

## MINUTES

### BOARD OF SUPERVISORS WORKSHOP MEETING

APRIL 8, 2009  
6:00 PM

The Silver Spring Township Board of Supervisors met in a workshop session on Wednesday, April 8, 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: Mr. William S. Cook, Township Manager; Ms. Terri A. Martini, Assistant Township Manager; Mr. Steve A. Stine, Esquire, Township Solicitor; Mr. Bony R. Dawood, PE, Township Engineer; Mr. Leroy L. Hippensteel, Sergeant; Mr. Robert S. Greene, Jr., Building Code Official; Mr. Jeff R. Williams, Director of Parks and Recreation; Mr. James E. Hall, Emergency Management Coordinator; Ms. Sue Ellen Adams, Secretary/Treasurer; and Ms. Kathy K. Kramer, Assistant Secretary.

Others present:

Lionel Spenard	J. Funkhouser
Jim Stevens	Wayne Stevenson
Jerry Schnell	Georgianne Diener
Jason Gutshall	C. J. Bouchat
Shane Mitchell	Nate Spade
Pastor & Dolores Lehman	Jamie Brubaker
John Murphy	Gary Lowe
Liz Gibson	

On behalf of the Emergency Management Council, Mr. Jim Hall expressed appreciation for the Lehman's purchase of an Automated External Defibrillator.

RESOLUTION 2009-6  
PASTOR DAN & DELORES  
LEHMAN

On a Pierce-McLain/Eakin motion, the Board of Supervisors adopted Resolution 2009-6 recognizing Pastor Dan and Delores Lehman for their generous donation of \$1,250 to purchase an Automated External Defibrillator for the Silver Spring Township Meeting Room.

The motion carried.

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#### EXECUTIVE SESSION

Chairman LeBlanc announced that an Executive Session was held immediately prior to this meeting to discuss personnel matters.

#### PUBLIC PARTICIPATION

Mr. Lionel Spenard, a township resident, shared his concern on road conditions which appeared to be sinking in the location of the sewer lines along Sample Bridge Road. Mr. Spenard informed the Board that there is a dead tree leaning over the west side of Sample Bridge Road that needs to be removed. Mr. Cook responded that he will have Highway Staff investigate the matter. Mr. Spenard also inquired as to the progress of the paved driveways that impeded the stormwater drainage system on White Birch Avenue. Staff will investigate the matter and report any progress to the Board.

#### APPROVAL OF MINUTES – MARCH 25, 2009

On a Pierce-McLain/Eakin motion, the Board of Supervisors approved the minutes from the meeting held on March 25, 2009.

The motion carried.

#### INSURANCE RENEWALS – PROPERTY, CASUALTY AND PROFESSIONAL LIABILITY

Mrs. Sue Ellen Adams reviewed the proposals submitted, on a Pierce-McLain/Griffie motion, the Board of Supervisors approved the renewal of the Property, Auto, and Casualty Insurance with Cumberland Valley Insurance, EMC Insurance Companies, at a cost of \$54,304.

The motion carried.

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HAMPDEN TOWNSHIP  
SEWER SERVICE  
AGREEMENT REVISION

Mr. Jim Stevens, Silver Spring Township Authority Manager, discussed revisions to the Hampden Township sewer service agreement suggested by Hampden Township.

On a Pierce-McLain/DiFilippo motion, the Board of Supervisors rescinded the previous November 12, 2008 approval on the Sewer Service Agreement with Hampden Township and approved the revised Hampden Township Sewer Service Agreement.

The motion carried.

UNIFORM CONSTRUCTION  
CODE EXEMPTIONS

By general consensus, the Board of Supervisors authorized amending the building code ordinance to remove the requirement for obtaining a building permit for alterations and repairs to existing residential buildings and to modify the established building permit fee to be applicable for construction or renovations exceeding \$5,000. Mr. Steve Stine, Township Solicitor, was directed to prepare drafts for the Board's review.

STONY RIDGE PARK  
PHASE III GRANT  
APPLICATION –  
RESOLUTION 2009-7

On an Eakin/DiFilippo motion, the Board of Supervisors adopted Resolution 2009-7 supporting the grant application to the Department of Conservation and Natural Resources for Stony Ridge Park Phase III.

The motion carried.

KLINGLER REPORT ON  
FINANCIAL PROCESSES  
ANALYSIS AND  
RECOMMENDATIONS

Mr. Gary Lowe, of Freedom Systems, reported on the recommendations of the Klingler report and described how the Enterprise system could produce timely financial information for the Board's consideration and presented recommendations to the Board.

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GILLIGAN'S WEST &  
BENT CREEK SQUARE,  
LD2008-16F

Mr. Jason Gutshall, of Navarro & Wright Consulting Engineers, Inc., discussed the revisions to the Gilligan's West & Bent Creek Square land development plan with the Board.

On an Eakin/Pierce-McLain motion, the Board of Supervisors approved the Gilligan's West & Bent Creek Square final land development plan, LD2008-16F. The following waivers were approved by the Board:

#### WAIVERS

1. [SLDO:301] – Preliminary Plan  
The applicant is granted relief from the requirement of providing a preliminary plan. This relief is approved on the basis that the project is located on a previously subdivided lot created for the intended purpose of a commercial use development within the existing Bent Creek Subdivision.
2. [SLDO:402.05.06] – Traffic Impact Study  
The applicant is granted relief from the requirement to provide a Traffic Impact Study. This relief is approved on the basis that traffic volumes generated by this project are not likely to have a substantial impact on the adjacent roadway network.
3. [SWMO:402.09.04] – Capacities  
The applicant is granted relief from the requirement to provide a minimum velocity in the conveyance system of 2.5 feet per second. This relief is approved on the basis that this velocity cannot be achieved due to the site constraints of connecting to the existing collection system along Bent Creek Boulevard.

In addition, the plan for the Gilligan's West & Bent Creek Square, LD2008-16F, was approved with the following conditions:

#### SUBDIVISION AND LAND DEVELOPMENT ORDINANCE OF 2008 (SLDO):

1. [SLDO:301] – The Township's Lot Consolidation form may be used to consolidate Lot #2 and Lot #3A. The Lot

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Consolidation shall be recorded prior to recording the Land Development Plan.

2. [SLDO:304.02] – Emergency Management Council review and approval is required. All buildings must be equipped with Knox Box.
3. [SLDO:304.03] – An adequacy letter from the Cumberland County Conservation District is required prior to plan recording.
4. [SLDO:304.06] – All final plans as recorded shall be submitted in electronic format compatible with AutoCADD 2000®.
5. [SLDO:402.05.2] – Sewer Facilities Planning module or exemption is required for adoption by Silver Spring Township and approval by the Department of Environmental Protection.
6. [SLDO:603.19] – Show the location and provide appropriate signage for a fire lane.

#### STORM WATER MANAGEMENT ORDINANCE OF 2007 (SWMO):

7. [SWMO:303.02] – A Storm Water Management Permit for a Major Land Disturbance will be required prior to initiation of earth moving activities.
8. [SWMO:304.04.7] – Provide verification of NPDES, DEP permit and/or County Conservation District approval.

#### GENERAL COMMENTS:

9. [SLDO:403] – The applicant has been granted a waiver of a preliminary plan submission. This plan shall meet all of the requirements applicable to a final plan submission.
10. [SLDO:403.01] – Prior to recording, the plan must be reduced to 18" x 24" and be legible. Submission of a single proof set for a legibility review prior to recording is required.
11. [SLDO:403.04.5] – For proposed buildings, provide information to tie two opposing points, such as building corners, to existing physical features on the site. Each

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proposed point shall be tied to at least two existing physical features. *It appears that one of the points is tied to a proposed feature. Please review and revise as appropriate. Use of an "existing" physical feature is required.*

12. [SLDO:403.06] – All original seals, signatures, and notarizations shall be provided on each copy of the final plan prior to being recorded. Copies of sealed, signed, and notarized plans will not be permitted for recording.
13. [SLDO:403.06.8] – An Improvement Guarantee in accordance with Article V is required prior to recording the plan approval.
14. [SLDO:403.06.11] – Provide a fully executed Memorandum of Understanding, prior to plan recordation.
15. [SLDO:403.07] – All applicable fees shall be paid prior to final plan recording.
16. [SLDO:613.03] – Provide a letter from the Silver Spring Township Authority of the existing ability to provide sanitary sewer service, approval of the design plans and acceptance of Performance Guarantees.

The motion carried.

LEE SOUDER PROPERTY,  
NORTH LOCUST POINT  
ROAD – WAIVER  
DISCUSSION

Mr. John Murphy, of Alpha Consulting, Inc., discussed the proposed sketch plan of a subdivision of two tax parcels east of North Locust Point Road with the Board of Supervisors.

The Board indicated a willingness to favorably consider a waiver application regarding frontage along a public road but advises that applicable zoning ordinance requirements be investigated prior to the submission of a subdivision plan.

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#### WALDEN

#### 2006-16F – Letter of Credit Reduction

On an Eakin/Griffie motion, the Board of Supervisors approved a reduction in the Letter of Credit to \$2,873,144 for the Walden, final subdivision plan, 2006-16F.

The motion carried.

#### Conditional Use, CU2005-15 – Certificates of Occupancies

Moved to later in the meeting.

#### MILLFORDING HIGHLANDS – PHASE 2, 2009-1F – ESTABLISHMENT OF IMPROVEMENT GUARANTEE

On a Pierce-McLain/Eakin motion, the Board of Supervisors approved the establishment of the Improvement Guarantee in the amount of \$818,275.15 for Millfording Highlands – Phase 2, 2009-1F, in a form acceptable to the Township Solicitor.

The motion carried.

#### HEALTH BENEFIT EXPENDITURES

On a Pierce-McLain/DiFilippo motion, the Board of Supervisors approved the health benefit expenditures for March 2009.

The motion carried.

#### AUTHORIZE BRIDGE STUDY

On a Pierce-McLain/DiFilippo motion, the Board of Supervisors authorized the Township Engineer to inspect 17 Township bridges and to include maintenance recommendations at a cost not to exceed \$13,000.

The motion carried.

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MUNICIPAL UTILITY  
ALLIANCE ELECTRICITY  
PROCUREMENT PROGRAM  
ORDINANCE 2009-9

On a DiFilippo/Griffie motion, the Board of Supervisors reviewed the Municipal Utility Alliance Electricity Procurement Program Ordinance request and authorized that the Township Solicitor prepare the public notice and advertisement and set the Board meeting of April 22, 2009 as the date for consideration of adoption.

The motion carried.

HARRISBURG AUTO  
AUCTION, LD2001-1F –  
SETTLEMENT AGREEMENT

By general consensus, the Board advised that it was disinclined to extend the land development plan, LD2001-1F, seven year termination date of the June 12, 2002 settlement agreement.

Conditional Use, CU2005-15 –  
Certificates of Occupancies  
(as deferred)

Mr. Jamie Brubaker, of Charter Homes, asked the Board that two additional certificates of occupancy permits be issued prior to bridge completion in the Walden Development.

On an Eakin/Pierce-McLain motion, the Board of Supervisors granted partial relief from condition #13 of the conditional use approval to allow two additional certificate of occupancy permits (for Lot #143 and Lot #145) to be issued prior to bridge completion. The Board of Supervisors acknowledged the projected schedule for the reconstruction of the bridges on Woods Drive but advises that any additional requests of relief from this condition are to be submitted to the Board for its consideration.

The motion carried.

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### LIAISON/PRIORITY REPORTS

Supervisor DiFilippo reported that the Planning Commission reviewed the New Kingstown Fire Company land development plan and all other plans were tabled. Supervisor DiFilippo reported that the Veterans Memorial Committee Request for Designs have been mailed and the committee is now creating sub-committees to handle various issues that pertain to the project. He also added that the Business Advisory Council (BAC) finalized the format for the Meet the Candidate Night. The BAC will be creating a welcome kit for new businesses coming into the Township.

Supervisor Pierce-McLain reported that the Emergency Management Council (EMC) discussed the New Kingstown By-Pass and Rich Valley Road being closed at the Conodoguinet Creek Bridge. Supervisor Pierce-McLain added that the Fire Chiefs are working on firebox updates and will present to the Board when finished. She also mentioned that the Silver Spring Ambulance Association is looking for a replacement ambulance since the other one was totaled in the accident. Supervisor Pierce-McLain reported Ms. Karen Best presented on the Willow Mill Project and Mr. Rich Shoaff presented on behalf of the New Kingstown Vision at the Growing Greener/Land Preservation Meeting. Supervisor Pierce-McLain reported that she and Mr. Cook attended a recent Appalachian Trail meeting and that next month Mr. Jim Hall will speak about outdoor furnaces.

Supervisor Eakin had nothing to report from the Zoning Hearing Board. Supervisor Eakin mentioned the Authority is now ready to add 36 residents, in Cumberland Estates, to the sewer system. The Authority granted a 17 month time frame, instead of the usually 60 days, to hook up to the sewer system. Supervisor Eakin also reported that there are a number of outstanding sewer bills. The Municipal Advisory Board established a GIS Users Group. Supervisor Eakin reported that the Cumberland County Planning Department is requesting that an electronic transmission also be included with the submission of all final subdivision and land development plans to be recorded.

Supervisor Griffie reported that the Recreation Advisory Council (RAC) is scheduling a 5K Race for May 2, 2009 and is looking for volunteers. She also added that the Easter Egg hunt was cold but well attended. Supervisor Griffie informed the Board that representatives from baseball, softball, and lacrosse attended the RAC meeting and asked to be informed as to next year's budget funding. Supervisor Griffie mentioned that the New Kingstown Vision will be meeting with

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Mr. Chris Galatta and looking for available grant opportunities. Supervisor Griffie announced that K-9 Bruder is now on the job and that Sergeant Hippensteel is in charge while Chief Sadler is at the Academy. Supervisor Griffie added that Mr. Rich Shoaff, historian on the New Kingstown Vision Committee, is videotaping older residents for their stories and interesting facts of New Kingstown.

### MANAGER'S REPORT

Mr. William Cook gave the Manager's Report on the following:

Options for obtaining unemployment insurance were discussed with the Board as well as the costs/benefits of PLCM membership. Staff was directed to investigate this matter further.

HVAC Contract – Following discussion, the Board authorized that staff obtain proposals for HVAC maintenance. The Township's current contract expires in April 2009.

Septic Management Program – 2500 letters will be mailed to property owners in the next 2 weeks as the follow up to the recent newsletter article. District 1 property owners will then get their notice. Reconfirmed with the Board that District 1 property owners will have an exemption from septic pumping for the 2009 cycle, if they provide documentation that they have had their septic tank pumped within the past year.

Paving – Wertzville Road will be paved in the summer of 2009 from Bernheisel Road to Simmons Run.

Ms. Terri Martini reported on the following:

The Municipality Building Committee will be meeting on Monday, April 20, 2009 at 4:30 pm at the Township Building.

Staff has received the draft of the final IT Strategic Plan and will meet with the consultants to review the results. The consultants asked to be placed on the Board's May Workshop meeting for a presentation.

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OTHER PERTINENT  
BUSINESS

Mr. Lionel Spenard shared his concern that too many people are speeding and running traffic lights in the Township.

Mr. Wayne Stevenson, a Township business owner, expressed concern that the highway department has more than one employee in a truck.

Supervisor Griffie questioned who takes care of the roads in Walnut Point Development. Staff advised that after eight years, the developer has not yet turned the streets over to the Township. Staff was directed to inform the developer that the outstanding work in Phase 1 of Walnut Point needs to be completed by August 1, 2009 or the Township will consider calling the Letter of Credit guaranteeing that this work be completed.

Supervisor Pierce-McLain questioned if the Eagle View field use situation at Cumberland Valley School is being resolved. Mr. Bill Cook replied that issues were working out satisfactory.

On a Pierce-McLain/Griffie motion, the Board of Supervisors authorized staff to offer employment to Mr. Jared Huff as a Police Officer at a compensation of \$40,000 per year upon his successfully meeting employment requirements.

The motion carried.

ADJOURNMENT

There being no further business or comments to come before the Board, the meeting was adjourned at 8:16 pm on a LeBlanc/Eakin motion.

The motion carried.

Recorder: \_\_\_\_\_  
Kathy Kramer

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

\_\_\_\_\_  
Secretary