

## AGENDA

BOARD OF SUPERVISORS  
WORKSHOP MEETING

MARCH 9, 2011  
6:30 PM

THIS MEETING IS BEING RECORDED

*As a courtesy to others in attendance, please turn off cellular phones and pagers during the meeting.*

Executive Session (5:45 pm)

1. Public Participation
2. Promulgating of the Emergency Management Plan – Resolution 2011-5
3. Recreation Advisory Council – Dogs in Parks
4. Turf Management
5. Approval of Minutes – February 23, 2011
6. Health Benefit Expenditures
7. SAV, Ltd. CU2010-4 – Highway Occupancy Permit Letter of Acknowledgement
8. Texaco Road Improvement Project
9. Zelenkofske Axelrod, LLC – Audit Letter of Engagement
10. Employee Classification and Salary Schedule
11. Manager's Report
12. Other Pertinent Business
13. Executive Session
14. Adjournment

**Public comments will be limited to ten (10) minutes initially per individual Resolution 97-4 adopted January 6, 1997.**

MINUTES

**BOARD OF SUPERVISORS  
WORKSHOP SESSION**

**MARCH 9, 2011  
6:30 PM**

The Silver Spring Township Board of Supervisors met in a workshop session on Wednesday, March 9, 2011 at the Township Building, 6475 Carlisle Pike, Mechanicsburg, Pennsylvania.

Chairman DiFilippo called the Board of Supervisors meeting to order at 6:30 pm.

Supervisors present: Chairman Vincent T. DiFilippo, Vice-Chairman Nancy Konhaus Griffie, Supervisor Mary Lou Pierce-McLain, Supervisor David R. Lenker II, and Supervisor Nathan T. Spade.

Staff members present: Mr. Samuel D. Monticello, Township Manager; Ms. Terri A. Martini, Assistant Township Manager; Mr. Bony R. Dawood, PE, Township Engineer; Mr. James E. Hall, Emergency Management Coordinator; Mr. Jeffrey R. Williams, Director of Parks and Recreation; and Ms. Kathy K. Kramer, Secretary.

Others present:

Brian Evans	Duke Brenneman
J. & G. Diener	J. Funkhouser
J. L. Bruner	Jim Clymer
Kathi Pifer	Kurt Williams
Lionel Spenard	Marlin Wood
Nancy Shoaff	Rich Shoaff
Rick Castranio	Wayne Stevenson

Chairman DiFilippo announced that an Executive Session was held immediately prior to this meeting to discuss personnel issues and another Executive Session will be held at the end of the meeting to continue with personnel and real estate issues.

PUBLIC PARTICIPATION

Chairman DiFilippo announced that the County Bureau of Elections is looking for people to volunteer their services at the polls. These are paid positions and training will be provided.

## MINUTES

### BOARD OF SUPERVISORS WORKSHOP SESSION

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#### PROMULGATING OF THE EMERGENCY MANAGEMENT PLAN – RESOLUTION 2011-5

On a Spade/Griffie motion, the Board of Supervisors tabled the Promulgating of the Emergency Management Plan until the next Board meeting to allow time for reviewing the Emergency Management Plan.

The motion carried.

#### RECREATION ADVISORY COUNCIL – DOGS IN PARKS

On a Spade/Griffie motion, the Board of Supervisors approved making permanent the current trial policy of allowing dogs in Pleasant View Park and Willow Mill Park.

The motion carried.

#### TURF MANAGEMENT

Mr. Jeff Williams, Director of Parks and Recreation, discussed the costs for in-house vs. outsourcing turf management. After a lengthy discussion, the Board suggested visiting Hamden Township to examine their program.

#### APPROVAL OF MINUTES – FEBRUARY 23, 2011

On a Pierce-McLain/Spade motion, the Board of Supervisors approved the minutes from the meeting held on February 23, 2011.

The motion carried.

#### HEALTH BENEFIT EXPENDITURES

On a Spade/Pierce-McLain motion, the Board of Supervisors approved the health benefit expenditures since February 23, 2011.

The motion carried.

MINUTES

BOARD OF SUPERVISORS  
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SAV, LTD CU2010-4 –  
HIGHWAY OCCUPANCY  
PERMIT LETTER OF  
ACKNOWLEDGEMENT

Mr. Brian Evans, of Evans Engineering, Inc., discussed applying for a Highway Occupancy Permit (HOP) for a proposed Right-in/Right-out driveway located along Carlisle Pike.

On a Pierce-McLain/Spade motion, the Board of Supervisors authorized that a Highway Occupancy Permit Letter of Acknowledgement be forwarded to PennDOT with the Township Engineer's review comments for the SAV, Ltd., CU2010-4.

The motion carried.

TEXACO ROAD  
IMPROVEMENT PROJECT

On a Spade/Lenker motion, the Board of Supervisors authorized advertisement of the Texaco Road Improvement Project.

The motion carried.

ZELNKOFSKE AXELROD,  
LLC – AUDIT LETTER OF  
ENGAGEMENT

On a Pierce-McLain/Lenker motion, the Board of Supervisors authorized the execution of the Zelenkofske Axelrod, LLC Letter of Engagement for auditing services for the year ending December 31, 2010 and not to exceed \$17,110.

The motion carried.

EMPLOYEES  
CLASSIFICATION AND  
SALARY SCHEDULE

This item will be addressed later in the meeting.

## MINUTES

### BOARD OF SUPERVISORS WORKSHOP SESSION

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### MANAGER'S REPORT

Mr. Sam Monticello gave the following Manager's Report:

New Building Project Update – the bid documents have been completed, duly advertised and the architects conducted a walk through with eight potential bidders; the bids are due March 28<sup>th</sup>.

Township staff met with Cumberland Valley School District representatives to discuss their proposed plan to develop a solar field. They discussed the concept of the plan and the compliance with the Zoning and Code requirements of the Township.

### OTHER PERTINENT BUSINESS

Supervisor Lenker questioned Mr. Bony Dawood regarding the catch basin at the intersection of Texaco Road and Rt. 114. Mr. Bony Dawood replied that he has not received an update but would contact PennDOT.

Supervisor Pierce-McLain reported that the Zoning Hearing Board has one request for March and Mr. Rick Castranio was present to discuss this request with the Board. The Bridges at Bent Creek is requesting two Variances of Section 205.5 (Lot # 1) Design Requirements for Maximum Lot Coverage and Section 205.5 (Lot #2) Design Requirements for Minimum Lot Width. If granted approval to subdivide the flood plain from Lot #1, the additional lot will increase the impervious coverage for Lot # 1 and create Lot #2 with no minimum lot width at the street frontage. This variance is being requested as the developer cannot obtain financing as the property is in the floodplain. The Board was in favor of this request due to the nature of the hardship.

Supervisor Griffie reported that there were drainage issues at Stony Ridge Park.

Supervisor DiFilippo asked residents if anyone did not receive a voting card explaining where their new voting poll was located.

### EXECUTIVE SESSION

The Board recessed to an Executive Session to discuss personnel and real estate issues at 7:46 pm and returned at 9:25 pm.

MINUTES

BOARD OF SUPERVISORS  
WORKSHOP SESSION

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EMPLOYEE  
CLASSIFICATION AND  
SALARY SCHEDULE

On a Spade/Lenker motion, the Board of Supervisors authorized the adoption of the employee classification and salary schedule.

The motion carried.

ADJOURNMENT

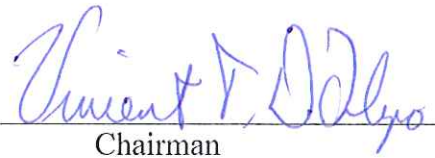
There being no further business or comments to come before the Board, the meeting was adjourned at 9:27 pm on a Lenker/Spade motion.

The motion carried.

Recorder:

  
Kathy K. Kramer

APPROVED:

  
Chairman

  
Secretary