

PUBLIC MEETING AGENDA

February 27, 2025

I. CALL TO ORDER

II. PUBLIC COMMENT

The Chairperson will entertain comments from the public regarding any matter not scheduled for discussion on the agenda.

III. APPROVAL OF MINUTES

- A. APPROVAL OF MINUTES: Motion to approve or modify the minutes from the January 23, 2025, Public Meeting as presented.

IV. OPEN FLOOR DISCUSSION

None

V. OLD BUSINESS

- A. T-899 FINAL LAND DEVELOPMENT PLAN FOR SHEETZ #255 REBUILD: Motion to approve, revise, table or deny a final land development plan depicting the proposed demolition of the existing Sheetz store and canopies and the construction of a 6,139 square foot Sheetz store with 10 fueling positions, required parking spaces, and drive-thru facility located at 1484 Carlisle Road (Tax Map: 07; Parcel: 0138) in the Highway Commercial and R-3 Residential Zones. The land development plan includes sewer planning module exemption mailer proposing one (1) additional EDU for the development and a public improvements financial security estimate in the amount of \$1,002,716.18. Dawood Engineers has reviewed the financial security estimate and recommends \$1,317,356.66. *This item was tabled at the request of the applicant at the January 2025 Board Meeting.*

VI. NEW BUSINESS

- A. REVISION TO 2025 FEE SCHEDULE TO AMEND THE CURRENT STORMWATER RECORDING FEE: Motion to approve, revise, table or deny a request from the Zoning Department to revise the current fee schedule to amend the current Stormwater Recording Fee from \$35.00 to \$45.00 in accordance with the fees being charged by the Recorder of Deeds Office for the service.
- B. ROAD CLOSURE: Motion to ratify a road closure that took place on January 30th, 2025, on West Philadelphia Street between North Diamond Street and North Clinton Street for water main replacement.

- C. ROAD CLOSURE: Motion to ratify a road closure that took place on February 24th and 25th, 2025, for a water main repair and replacement. This closure occurred on Oxford Street from W. Philadelphia Street to W. Market Street.
- D. REQUEST TO SELL EXCESS TOWNSHIP EQUIPMENT: Motion to approve, revise, table or deny a request from the police department to sell two (2) decommissioned police vehicles that will be sold through auction to the highest bidder.
- E. RESOLUTION 25-07 DESTRUCTION OF RECORDS: Motion to approve, revise, table or deny Resolution 25-07, a request from the Finance, Fire, and Police Departments to destroy records under the provisions of the Pennsylvania Records Retention Act. A list of records to be destroyed has been provided to the Board.
- F. RESOLUTION 25-08 AMENDMENT TO THE 2024 BUDGET: Motion to approve, revise, table or deny Resolution 25-08, amendment to the 2024 General Fund budget to more accurately reflect the needs of the Township. Director Whittaker has provided the Board with the Resolution and an attachment supporting the budget revisions for their review.
- G. PART-TIME RATE INCREASE: Motion to ratify an hourly rate increase for an existing part-time administrative employee position from \$18.49 to \$19.00 per hour.
- H. HVAC MAINTENANCE AGREEMENT: Motion to approve, revise, table or deny renewing the HVAC Preventative Maintenance Agreement with HB McClure for a period of one (1) year. The total cost would be \$8,913.00 and would include HVAC and Controls.
- I. APPLICATION FOR PAYMENT: Motion to approve, revise, table or deny application for payment #8 from CSL Services, Inc. for the 2023 Wastewater, Infiltration, and Inflow Monitoring study. The requested payment amount is \$19,800.00.
- J. APPLICATION FOR PAYMENT: Motion to approve, revise, table or deny application for payment #2 from E.K. Services, Inc. for the West Market Street Pump Station upgrades. The requested payment amount is \$15,462.60.

VII. ADMINISTRATIVE REPORTS

- A. RECREATION DIRECTOR
- B. FINANCE DIRECTOR
- C. FIRE CHIEF
- D. POLICE CHIEF
- E. TOWNSHIP MANAGER
- F. ENGINEER
- G. ZONING OFFICER
- H. SOLICITOR
- I. PUBLIC WORKS DIRECTOR

VIII. BILLS

A. MOTION TO PAY BILLS

IX. ADJOURNMENT

A. MOTION TO ADJOURN