

Letter of Interest

As a Carlisle resident for the past 11 years, I have seen how the community supports one another. I want to help build Carlisle to be a place where if you are a local or just visiting you feel like family. My husband and I are not originally from the area, but we have found a place that we love and feel like we belong. Since I have been working in the civil engineering field for over 10 years, I want to help keep Carlisle growing and expanding to make others who move to the area feel like they have found a place to call home like Carlisle did for my family.

**Resume Of:
Meghan Anderson**

OBJECTIVE

To obtain a position in the field of civil engineering where I can utilize my education and pursue my interest in civil and structural engineering.

EDUCATION

Bachelor of Science in Civil and Construction Technology – Dec 2004
Youngstown State University GPA of 3.19 Civil Engineering Technology curriculum.

Saint Leo University – Criminal Justice with a specialty in Crime Scene Investigation (2010-2012)

EXPERIENCE

Group Hanover, Inc., Hanover, PA 9/2018 to Present

Designer with Project Management Responsibilities –

Designer - prepared Erosion and Sediment Control plan and reports, Post Construction Stormwater Management plans and reports, stormwater plans and reports, and land development plans (grading and profiles) to obtain approvals. Prepared NPDES permits and terminating NPDES permits (NOT) in accordance with Chapter 102 regulations. Attended Township, District, DEP, and client meetings as required. Completed inspections for site per the Chapter 102 regulations.

Project Management - Point of contact for the clients with any questions or concerns pertaining to their projects. Reviewed plans for consistence and for any NPDES permitted submission completed a full Chapter 102 review on plans prior to submission. Attended in house Project Managers Meeting biweekly.

Projects include:

- Land Development and NPDES Permits-
- Belmont Ridge Phase 3 & 4 in West Manheim Township, PA
- Lexington 2A in West Manheim Township, PA
- CVSD Multi Athletics Fields in Oxford Township and New Oxford Borough, PA
- Cambrian Hills Phase 1B and 2, Berwick Township, PA
- Yazoo Mills New Oxford, PA
- Aquaphoenix, Hanover, PA
- Carter Lumber, Conneaut Lake, PA
- Hanover Toyota, Berwick Township, PA
- Hanover Volkswagen, Berwick Township, PA
- Oxford Pointe, New Oxford, PA
- Jackson Heights, Jackson Township, PA
- 1221 Hanover Road, Jackson Township, PA

York County Conservation District, York, PA 6/2016 – 9/2018

Engineering Technician I – Review E&S and PCSM plans to verify that they meet the PA DEP Chapter 102 regulations. Once the plans have been approved inspections of the sites were conducted to make sure the contractors were following the plans as they were approved. Investigated complaints that were called into the District. Educational outreach to the regulated community was also part of the daily activities.

Hoover Engineering Services, Inc., New Cumberland, PA 5/2014-6/2016

Civil engineering and surveying services

Designer – prepared land development, stormwater, erosion and sedimentation control and post construction stormwater management plans and reports along with the required calculations for approval. Prepared NPDES permits in accordance with the regulations. Prepared profiles and grading for land development purposes. Attended township meetings along with meetings with clients as required.

Projects Include:

- Greyhawk Landing in Silver Spring Township, PA
- Cedar View Estates in Fairview Township, PA
- Cedar Heights in Fairview Township, PA
- The Meadows in Monaghan Township, PA
- Avery Glen in Hampden Township, PA
- Sullenberger Property in Upper Allen, PA
- Turkeyfoot Greenhouse in Carroll Township, PA
- Olde Forge in Fairview Township, PA
- Colgen Development, Dillsburg, PA
- Legacy Landing Lot 10 in Derry Township, PA
- Westhafer Estates in Silver Spring Township, PA
- Spring Gate Vineyard in Lower Paxton Township, PA
- Locust Hill Farms Lot 7 in Carroll Township, PA

Hartman & Associates, Inc. 8/2013-5/2014

Civil engineering and surveying services

Designer/Drafter– prepared land development and stormwater plans and reports along with the required calculations for approval. Prepared profiles and grading for land development purposes. Attended township meetings along with meetings with clients as required.

Projects Included:

- Elk/GAF in Myerstown, PA
- Exeter in Silver Spring Township, PA

National Recovery Agency, Mechanicsburg, PA 7/2010-8/2013

Helped people who are behind in their bills by setting up financial arrangements that works with their financial situation to get them out of collections.

7/2010 to 1/2011 was a collector on the floor and took inbound and outbound calls.

1/2011 to 5/2011 became a manager of a team of collectors.

6/2011 to 9/2011 – Was given a team of special collectors of a company that NRA Group LLC bought out and had specialty clients that needed a little extra care.

9/2011-8/2013 – File Processing.

As a managers- help work the floor for supervisor calls when needed, answer collector's questions about specific situations the occur at that time, make sure accounts are notated correctly by collectors, make sure collectors follow company policies and take appropriate action when needed.

As File Processor the client send the files to be uploaded. I processed the file and then uploaded the information into the Collector Resource System.

K&W Engineers, Harrisburg, PA 7/2007-8/2008

Developed creative solutions from project inception through completion.

Prepared Stormwater, Erosion & Sedimentation Control, and PCSM Reports and Plans along with calculations in accordance with PA DEP regulations, Prepared NPDES permits in accordance with the regulations. Prepared profiles and grading for land development purposes.

Projects included:

Wycallis Elementary School in Dallas Township Luzerne County, Pa.

Wycallis High School in Dallas Township, Pa

Cumberland County Prison Additions and Renovations in Middlesex Township, Pa

Cumberland County Public Safety Building in Middlesex Township, Pa

Connellsville Career and Tech Center in the City of Connellsville, Fayette County, Pa

Inspection for Willow Springs Industrial Park in East Manchester York County, Pa.

CEDG, Inc., Mechanicsburg, PA 10/2005-6/2007

Provided strategic comprehensive planning, regulatory land use assistance, and watershed planning, grantsmanship, and implementation strategies to clients in all sectors.

Prepared Stormwater and Erosion & Sedimentation Control Reports and Plans along with the required calculations for approval.

Projects included:

Action Motor Sports Additions and Renovations in Springettsbury Township, York County, Pa

Carroll Village TND in Carroll Township, York County, Pa

Riverside South Subdivision in Berkeley County, West Virginia

Heritage Estates PRD in Antrim Township, Franklin County, Pa

Molly Pitcher Subdivision in Antrim Township, Franklin County, Pa

Russell Stovers Store in Tilden Township, Berks County, Pa

Kurtanich Engineers & Associates, Inc., Hermitage, PA 4/2004 – 10/2005

Provided Site Planning and Site Development, Stormwater Management, Surveying CADD Operations, Construction Management.

Rod person for the survey crew with some experience using survey equipment, took survey information from the data collector to CG Survey and prepared complete AutoCADD Drawings for survey work.

Projects included:

City of Sharon, Pa Renovation of the City

Residential Surveys

SKILLS

Civil 3D Excel Word PowerPoint Wetland ID training

C&G Survey: surveying program with an AutoCAD base. The information from the data collector gets downloaded into the computer. The information is then turned into the drawings.

REFERENCES Available upon request.

1. Why do you want to serve on the Carlisle Borough Council?
 - I want to serve on the Carlisle Borough Council because I want to help our community to grow and expand. I also want to help others in my community. Being on Borough Council would mean I would be able to help those people who may feel like they don't have anyone listening to them. I am part of the Community of Carlisle Facebook Group and I see many issues that people in our community have but don't know how to get their voice heard.

2. What prior experience can you bring to Borough Council that will benefit the Carlisle community?
 - The experience I can bring to Borough Council is that I worked in the civil engineering field for over 10 years with a little over 2 years of those 10 working with York County Conservation District. Working for an engineering firm I am familiar with Borough/Township meetings and working with regulators to achieve a common goal of bettering the community with either resources or additional job opportunities.

3. What objectives and projects do you envision Carlisle pursuing in the next five years?
 - I see us continuing to be an All-American City. I want to help Carlisle to adapt to be a diverse and be welcoming to all. I want to expand the options of having more community events that benefit the businesses in town. The businesses in town have such a wide variety that there is something for everyone and I want the Borough to promote them.