

**WEST LAMPETER TOWNSHIP  
BOARD OF SUPERVISORS  
REORGANIZATION MEETING OF JANUARY 2, 2018**

Supervisor Barry Hershey called the Reorganization Meeting of the West Lampeter Township Board of Supervisors to order at 7:00 p.m. with the Pledge to the Flag. Those in attendance were Supervisors Terry Kauffman and Geoffrey Beers. Township Manager, Dee Dee McGuire, and Recording Secretary, Susan Worby were also present.

**OATHS OF OFFICE**

District Magistrate William Benner administered the Oath of Office to re-elected Supervisors Robert E. Patterson and Randy Moyer. They took their seats with the other Supervisors.

**REORGANIZATION OF BOARD**

**1. APPOINTMENT OF TEMPORARY CHAIRMAN**

Supervisor Moyer made a **MOTION**, seconded by Supervisor Kauffman, to nominate and select Barry Hershey as Temporary Chairman of the Board for the Reorganization meeting. The motion was approved unanimously, 5 to 0.

**2. ELECTION OF CHAIRMAN**

Supervisor Kauffman made a **MOTION**, seconded by Supervisor Patterson, to nominate and elect **BARRY HERSHEY** as Chairman of the Board for the year 2018. There were no other nominations and the motion was approved unanimously, 5 to 0.

**3. ELECTION OF VICE-CHAIRMAN**

Supervisor Moyer made a **MOTION**, seconded by Supervisor Patterson, to nominate and elect **TERRY KAUFFMAN** as Vice Chairman of the Board. There were no other nominations and the motion was approved unanimously, 5 to 0.

**4. APPOINTMENT OF SECRETARY/TREASURER**

Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers, to appoint **ROBERT E. PATTERSON** as Secretary/Treasurer of the Board. There were no other nominations and the motion was approved unanimously, 5 to 0.

**5. RESOLUTION 1-2018 Appointments to Various Boards**

Supervisor Kauffman made a **MOTION**, seconded by Supervisor Beers, to adopt Resolution 1-2018, making the following appointments:

- **Carl "Andy" Toms** reappointed to a four-year term as a member of the Planning Commission.
- **Rebecca Denlinger** reappointed to a three-year term as a member of the Zoning Hearing Board.
- **Scott Kimmel** reappointed to a five-year term as member of the Park & Recreation Board, and **Mary Stoltzfus** appointed to fill an unexpired term (one year remaining).
- **Kenneth Barton** reappointed as Emergency Management Director.
- **David W. Martin** reappointed as Vacancy Board Chairman for a one-year term.
- **ELA Group, Inc.** as Township Engineer and **David Miller Assoc., Inc.** as Alternate Township Engineer.

- **Alspach & Ryder, LLC** as Township Solicitor; **Morgan, Hallgren, Crosswell & Kane, PC** as Township Solicitor and Land Use Counsel; and **Barley Snyder, LLP** as Labor Counsel.
- **Marvin S. Stoner** as Sewage Enforcement Officer, and **Dale High** as Alternate Sewage Enforcement Officer.
- **Joellyn Warren** reappointed as Zoning Officer; **Kevin Hertzog** reappointed as Deputy Zoning Officer; and **Kimberly U. Yepremian**, reappointed as Assistant Zoning Officer.
- **Charity Kadwill** reappointed as Stormwater Coordinator.
- **Barbara A. Benner** and **Marsha Zellman** appointed as School Crossing Guards.
- **Citadel Federal Credit Union, Citizens Bank, Crestmark Bank, First Internet Bank, Members First Credit Union, Northwest Savings Bank, Pennsylvania Local Government Investment Trust, Tristate Capital, Univest Bank & Trust Co.** as Township Depositories.
- **Denielle L. McGuire** reappointed as Township Manager.
- **Denielle L. McGuire** reappointed as Open Records Officer, and **Susan E. Worby** reappointed as Alternate Open Records Officer.
- **Denielle L. McGuire** appointed as the Lampeter-Strasburg Primary Representative on the Lancaster County Tax Collection Bureau (LCTCB) Management Committee, and Lisa Boyd as Alternate Representative.

The motion was approved by a vote of 5 in favor to 0 against for all appointments except concerning the appointment of the Labor Counsel, which had a vote of 4 in favor, 0 against, with 1 abstention (Moyer, who is a partner in the same firm).

**6. RESOLUTION 2-2018 Appoint Auditors for 2016 Audit**

Supervisor Patterson made a **MOTION**, seconded by Supervisor Beers, to adopt Resolution 2-2018 appointing Trout, Ebersole & Groff to audit the financial accounts of the township for the year 2017 in accordance with the terms of the November 13, 2017 engagement letter. The motion carried unanimously, 5 to 0.

**PUBLIC COMMENT**

None.

**PRESENTATION – Rockvale Road and Strasburg Pike Intersection Improvement Options (Mark Henise, ELA Group)**

Mr. Henise stated he and township staff met with PennDOT officials spring 2017 to discuss intersection improvement alternatives to reduce the number of traffic crashes and serious/fatal crashes. Following an analysis of the intersection four alternatives were proposed:

1. Do nothing;
2. Make it a 4-way stop with signs and flashing signs in advance of approaching the intersection;
3. Install a traffic signal with turn lanes (where warranted); and
4. Install a roundabout/traffic circle.

Criteria used for consideration of the four alternatives: safety, level of service, cost and property impacts. A 4-way stop would result in a reduction in crashes 48-77% for little money, with no

nearby property impact; estimated cost \$1,856.60. The traffic signal option would result in crash reduction of 43-52%, but would be more costly to widen the roadway and obtain right-of-ways from nine properties; estimated cost \$859,052.70. A roundabout would be the most costly, requiring obtaining right-of-ways for eight properties, road widening, and possible wetlands involvement; estimated cost \$1.3 million.

James Kreider, Public Works Supervisor said a 4-way stop would be a good way to start. Chief Wiczowski would prefer a roundabout for the lower speeds traveled. Supervisors discussed the alternatives and favored a 4-way/multi-stop intersection as the quickest way to rectify the danger of the intersection.

The next step, Mr. Henise said would be to formally send the study to PennDOT with a request for approval to install a multi-stop intersection. Supervisor Kauffman made a **MOTION**, seconded by Supervisor Moyer, to formally send the study to PennDOT with a request for the installation of a 4-way stop as recommended. The motion was approved unanimously, 5 to 0.

### **MINUTES**

Supervisor Beers made a **MOTION**, seconded by Supervisor Moyer, to approve the Minutes of the Year-end Meeting of December 11, 2017 as presented. The motion was approved 4 in favor, 0 against, with 1 abstention (Patterson).

### **SUBDIVISION AND LAND DEVELOPMENT MATTERS**

#### **1. Small Flow Treatment Facility Operation and Maintenance Agreement – 914 Lime Valley Road**

Joellyn Warren, Director of Community Development explained the sewer module the Supervisors approved at their last meeting was rejected by DEP. An agreement for the operation and maintenance of a small flow treatment facility will be needed to receive DEP approval. All costs for the operation and maintenance will be borne by the property owner. The township staff and land use attorney reviewed, made a few changes to, and are in favor of the agreement. Monitoring the facility will be done on an annual basis (inspection). The property is historic and required an innovative way to handle the project.

Supervisor Kauffman made a **MOTION**, seconded by Supervisor Beers, that the township enter into a Small Flow Treatment Facility Agreement for the property located at 914 Lime Valley Road in the form presented at this meeting subject to such revisions as may be required by PA DEP and as recommended by the township solicitor, and that the appropriate officials of the township be authorized to execute the Agreement. The motion was approved unanimously, 5 to 0.

#### **2. Request to Reduce Letter of Credit and Replace with Cash Escrow – Rocky Springs Entertainment Center (\$2,000.00)**

Ms. Warren stated the check is "in hand" awaiting deposit, which would replace the reduction in the letter of credit. The project is not complete, having to re-do stormwater work on the left side of the building. Supervisor Kauffman expressed his concern for reducing letters of credit so low, possibly leaving the township, if necessary, not enough to cover unfinished work. However, Supervisor Kauffman made a **MOTION**, seconded by Supervisor Patterson, to grant the request to replace \$2,000.00 from the letter of credit, accepting a cash escrow amount of \$2,000.00 instead. The motion was approved unanimously, 5 to 0.

### **MONTHLY REPORTS**

#### **1. Treasurer's Report**

No report was presented.

**2. Public Works Report**

James Kreider, Public Works Supervisor, presented his report. There was discussion about a property on Wynwood and Willow Street Pike with an underground spring runoff causing water to freeze over the roadway. Mr. Kreider provided the homeowner with the names of three contractors to correct the problem, but nothing has been done. Ms. Warren said she will put the matter on the MS4 meeting agenda to discuss possible remedies.

**3. Police Report**

Chief Wiczkowski handed out the monthly report. Friends of the Force met today and a total of \$42,678.00 was spent on equipment for the department in 2017. An equipment list of all purchases was handed out. A total of \$119,702.00 was donated to purchase items for the department since the group's inception in 2009.

CODY system start date was pushed back to mid-January. Additional training will take place within a week or two. The department set up the speed trailer on the Willow Street Pike North for ten days. 91,000+ vehicles traveled, and of that 6,900+ (7.6%) vehicles were "eligible" for speeding (more than 10mph). 5,000+ drove over the speed limit by 10mph or less. The highest speed recorded was 77mph, which could possibly have been an emergency vehicle, police vehicle – no way to precisely identify the vehicle. Of the 6,900+ vehicles "eligible" for speeding, 5,600 were driving 46-50mph. State legislation allowing radar use by municipal police has stalled with no expectation of passage any time soon.

**4. Community Development Department Report**

Ms. Warren said 2017 was a busy year for the department. Property maintenance reporting is up and notices of violation issued are increasing. The property on the northeast corner of Lampeter Road is nearing an expiration deadline before a violation notice "demolition by neglect" is sent to the owner. After the deadline a hearing will be held with the District Magistrate. The owner filed an application recently with PennDOT for a highway occupancy permit as "mixed use." A building permit has been issued for roof work.

The recent denial of a variance by the Zoning Hearing Board for 825 Strasburg Pike may be back for additional permissions. The pole barn permit was issued for agriculture uses (storing of equipment, hay, feed) but the owner began processing fertilizer in the barn without zoning approval. The department will continue to monitor the situation and she will also discuss it with the township's land use solicitor.

**5. Township Manager's Report**

No comments were made regarding the report.

**TOWNSHIP ADMINISTRATION MATTERS**

**1. Discuss Lampeter-Strasburg School District Building Permits Request**

Ms. McGuire received a request via telephone conversation with the Business Administrator of Lampeter-Strasburg School District about the possibility of waiving building permit fees for their current project. Chairman Hershey stated the Board has not waived fees in the past due to the multiple municipalities that send children to the school. She heard nothing more from the Business Administrator and no action was taken at this meeting.

**2. Discuss Membership with Lancaster Inter-Municipal Committee (LIMC)**

Ms. McGuire advised the Supervisors that withdrawal from the LIMC must be done in writing prior to September 1 to be effective by January 1 of the following year. A LIMC meeting is coming up and she can advise of the township's desire to withdraw. It was asked what benefits the township receives being a member of the organization.

Belonging to the Clear Water Consortium is the only real benefit currently. The township could join the Consortium on its own for \$700.00. Supervisor Moyer recommended remaining in the LIMC until next September, and make notification at that time of their desire to withdraw.

**3. MOWING CONTRACT – Request for Increase according to the 2018 CPI**

The mowing contractor has proposed, as per contract, a request to increase his contract price per CPI of 2.2% for the 2018 season.

Supervisor Moyer made a **MOTION**, seconded by Supervisor Patterson, to approve the request to increase the price per CPI of 2.2% for the year 2018. The motion was unanimously approved, 5 to 0.

**OTHER BUSINESS**

With no other business to be conducted, the meeting was adjourned at 8:35 p.m.

Respectfully Submitted,  
Robert E. Patterson, Township Secretary-Treasurer