

**WEST LAMPETER TOWNSHIP
BOARD OF SUPERVISORS
REORGANIZATION MEETING OF JANUARY 3, 2017**

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, Randy Moyer, Robert Patterson and Geoffrey Beers. Township Manager, Dee Dee McGuire, and Recording Secretary, Susan Worby were also present.

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, 5 in favor to 0 against.

2. ELECTION OF CHAIRMAN

Supervisor Moyer made a **MOTION**, seconded by Supervisor Patterson, to nominate and elect **BARRY HERSHEY** as Chairman of the Board for the year 2017. There were no other nominations and the motion was approved 4 in favor to 0 against, with 1 abstention (Hershey).

3. ELECTION OF VICE-CHAIRMAN

Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers, to nominate and elect **TERRY KAUFFMAN** as Vice Chairman of the Board. There were no other nominations and the motion was approved 4 in favor to 0 against, with 1 abstention (Kauffman).

4. RESOLUTION 1-2015 Appointments to Various Boards

Supervisor Moyer suggested that here forward names of firms of professional services be used rather than the individuals' names. Supervisor Kauffman made a **MOTION**, seconded by Supervisor Beers, to adopt Resolution 1-2016, making the following appointments:

- **James Nagle** reappointed to a four-year term as a Member on the Township Planning Commission;
- **John Howard** reappointed as a Member to a three-year term on the township Zoning Hearing Board; **Paul Browning** appointed as an Alternate Member to a three-year term as on the Zoning Hearing Board.
- **Suzanne Ranck** reappointed to a five-year term on the township Park & Recreation Board.
- **Kenneth Kulakowsky** and **Matthew Warfel** reappointed as Members each to three-year terms on the Recycling Committee;
- **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** appointed as Zoning Officer; **Kevin Hertzog** appointed as Deputy Zoning Officer.

- **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 and Pennsylvania Local Government Investment Trust** as Township Depositories.
- **Robert E. Patterson** appointed as Township Secretary-Treasurer.
- **Denielle L. McGuire** appointed as Township Manager.
- **Denielle L. McGuire** appointed as Open Records Officer, and **Susan E. Worby** appointed as Alternate Open Records Officer.

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).

5. RESOLUTION 2-2017 Appoint Auditors for 2016 Audit

Supervisor Patterson made a **MOTION**, seconded by Supervisor Moyer, to adopt Resolution 2-2017 appointing Trout, Ebersole & Groff to audit the financial accounts of the township for the year 2016 in accordance with the terms of the December 20, 2016 engagement letter. The motion carried unanimously, 5 to 0.

PUBLIC COMMENT

None.

MINUTES

Supervisor Beers made a **MOTION**, seconded by Supervisor Patterson, to approve the Minutes of the Regular Meeting of December 12, 2016 as presented. The motion was approved unanimously, 5 to 0.

Supervisor Kauffman made a **MOTION**, seconded by Supervisor Patterson, to approve the Minutes of the Year-End meeting of December 19, 2016, as presented. The motion was approved unanimously, 5 to 0.

SUBDIVISION AND LAND DEVELOPMENT MATTERS

• **HEISER LOT ADD-ON**

Applicant & Owner: Donald and Orlena Heiser

Property Location: East side of Lampeter Road/north of Paramount Avenue

Project: Applicant seeks approval for a lot add-on plan to add Parcel A from Lot 1 to resultant Lot 2.

Jim Hillard, Land Grant Surveyors, was present to discuss the plan. The properties in question are 1641 and 1643 Lampeter Road, both owned by the Heisers. They wish to sell off the one property (1641) and retain the rear portion of the adjacent property (1643) for horse pasture. The lots are 700 ft. deep. The Plan was reviewed by the WLT Planning Commission and Lancaster County Planning Commission (LCPC). No engineer memo was provided due to possible conflict with Land Grant Surveyors (substitutes for ELA). The smaller lot is in compliance with zoning regulations.

Supervisor Moyer made a **MOTION**, seconded by Supervisor Kauffman, to approve the Heiser Lot Add-On Plan subject to meeting the conditions outlined in the staff memorandum of December 30, 2016 and the LCPC letter of December 13, 2016. The motion was approved unanimously, 5 to 0.

MONTHLY REPORTS

1. Treasurer's Report

There was no written report. Supervisor Patterson stated the two one-year certificates of deposit (CDs) obtained from Crestmark and First Internet Bank last year are coming due. He suggested a rollover of the CDs for another one-year period. The General Fund checking account has an excess of what it needs, and would like to invest \$500,000 in a 14 month CD, interest rate of 1.35% at Citizens Bank.

Supervisor Patterson made a **MOTION**, seconded by Supervisor Kauffman, to roll over the two (2) current CDs with Crestmark and First Internet Bank each for a one-year period, and open a 14-month CD with Citizens Bank for \$500,000. The motion was approved unanimously, 5 to 0.

Payment of Bills

Supervisor Patterson made a **MOTION**, seconded by Supervisor Moyer, to authorize the staff to satisfy the ordinary and routine obligations incurred by the township in order to take advantage of discount and allowances, and to avoid delinquent penalties and carrying charges. The motion was approved unanimously, 5 to 0.

2. Public Works Report

James Kreider, Public Works Supervisor, reported the Salt Shed is now complete. The department is currently using two of the three bins.

3. Police Report

Chief Wiczowski handed out the monthly statistical report. A question about Part I and II offenses was asked, and Chief replied Part I are the more serious crimes, Part II are less serious offenses (i.e., property).

The department met with members of the DA's Office and L-S School District to prepare for an upcoming drug awareness program to take place in February.

Chief Wiczowski asked if the Supervisors would consider writing a letter of thanks to the Friends of the Force for the over \$66,000 in contributions made since 2010 for equipment and training. A letter will be signed by all Supervisors and sent. The Friends meet the first Tuesday of each month (except January) at 9:30 a.m. in the township building.

4. Community Development Department Report

There was no written report. Joellyn Warren, Director, advised two zoning permits for motor cross and monster truck activities at the fire company's fairgrounds were denied following discussion with the township solicitor, who stated the activities are inconsistent with the zoning ordinance. The only remedy to the two denials is that the applicants apply to the Zoning Hearing Board for appeals to the decisions.

Applications were submitted to the Governor's Environmental Excellence Program. One application was submitted for sharing the job duties of Stormwater Coordinator with East Lampeter Township. West Lampeter was the first township to hire a Stormwater Coordinator. Another was submitted by Charity Kadwill, WLT Stormwater Coordinator, for the Hayward Heath basin retrofit project.

Ms. Warren would like at the February Supervisors' meeting to honor Morey Young for his many years of service to the Zoning Hearing Board, and to Exide Technologies for the many hours of volunteer service by their employees.

5. Township Manager's Report

As follow up to Pequea Township's request to join Suburban Lancaster Sewer Authority (SLSA) Ms. McGuire received an email from Frank Mincarelli, Esq., solicitor for SLSA, with information about the bonding done at the time the authority was established. From 1971 – 1976 millions of dollars in bonds were used to pay for the system, but were not guaranteed

by the participating municipalities. At that time, Pequea Township was not interested in participating. There has been no response from Lancaster City's position on the matter.

A letter was received from a resident of Willow Valley requesting consideration of installing a left-hand turn signal at the Beaver Valley Pike/Eshelman Mill Road intersection (on Peach Bottom and Eshelman Mill roads). Lights already are in place on both sides of the Beaver Valley Pike. PennDOT directed the resident to the township. Supervisors feel it should be looked at, and respond to the letter writer of the outcome.

TOWNSHIP ADMINISTRATION MATTERS

1. AUTHORIZE EXECUTION OF AGREEMENT OF SALE – Old Willow Street Elementary School Property

Supervisor Kauffman made a **MOTION**, seconded by Supervisor Beers, to authorize the execution and enter into the Agreement of Sale with officials of the Lampeter-Strasburg School District for the purchase of the old Willow Street Elementary School property, subject to the School District's approval. The motion was approved unanimously, 5 to 0.

2. MOWING CONTRACT – Request for Increase according to the 2017 CPI

James Kreider reported the mowing contractor has proposed a cost of \$60.00 for mowing the newly acquired property at the old Willow Street School on Main Street. Additionally, as per contract, the he requested an increase per CPI of 1.7% for the 2017 season. This would increase the per cutting price from \$709 to \$721.

Supervisor Kauffman made a **MOTION**, seconded by Supervisor Beers, to approve the request to increase the price per CPI of 1.7%, which includes the mowing of the school lot. The motion was unanimously approved, 5 to 0.

OTHER BUSINESS

With no other business to be conducted, the meeting was adjourned at 7:50 p.m.

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