

**WEST LAMPETER TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING OF FEBRUARY 11, 2019**

Supervisor Barry Hershey called the Reorganization Meeting of the West Lampeter Township Board of Supervisors to order at 7:03 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, Chief of Police Brian Wiczkowski, Public Works Supervisor James Kreider, Community Development Director Joellyn Warren, and Recording Secretary Susan Worby were also present.

**OATH OF OFFICE – Philip Strosser**

District Judge William Benner administered the Oath of Office to newly hired police officer, Philip Strosser. Chief Wiczkowski stated Officer Strosser is a retired State Trooper who will bring much experience to the department.

**PRESENTATION – Willow Street Pedestrian Improvements Project Update –Michele Madzellan, ELA Group**

Ms. Warren provided background to the project, explaining \$1.2 million was received in a grant through PennDOT via County Planning a few years ago for pedestrian improvements starting at Wynwood Drive to the north side of Main Street. Two different plans were reviewed: one with concrete medians, and one with curb extensions.

Medians help shift and slow traffic by narrowing the traffic lane. Parking loss and driveway restrictions are possible with this option. Curb extensions (or bulb-outs) provide pedestrians with more crossing distance and greater sight distance to both pedestrians and vehicles. It creates a Village atmosphere and more parking is available. Speed is also reduced with curb extensions. Winter service agreements with PennDOT would be required for both options. There was discussion about the public works department having to plow this section of roadway per winter services agreements; however, (per agreement) PennDOT pays the township for plowing.

Bob Doyle, 310 Broadmoor Drive, stated his preference for speed tables to slow drivers' speed.

Supervisor Moyer is not in favor of either option. Supervisors Beers, Patterson and Kauffman prefer the curb extension plan. It was the consensus to move the project forward and meet with PennDOT and further discuss the curb extension option.

**CONDITIONAL USE DECISION – Willow Valley Herr Farm/South Campus**

Supervisor Kauffman made a **MOTION**, seconded by Supervisor Beers, that based upon the foregoing findings of fact and conclusions of law, I make a motion to grant the application of Willow Valley communities for conditional use approval within an R-1 residential-low density zoning district which directly abuts an R-3 residential-medium high density zoning district pursuant to section 285-26B (1)(c) of the zoning ordinance, institutional/semi -public uses, note 4, to allow a medical residential campus on the expansion property. This conditional use approval shall be subject to the conditions and safeguards outlined in the written decision, which the Board deems necessary to implement the purposes of the zoning ordinance and the MPC. The motion was approved 4 in favor, 0 against, with 1 abstention (Moyer, professional conflict).

**PUBLIC INPUT PERIOD**

None.

**MINUTES – Reorganization Meeting of January 7, 2019**

Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers, to approve the Minutes of the Reorganization Meeting of January 7, 2019 as presented. The motion was approved unanimously, 5 to 0.

**SUBDIVISION AND LAND DEVELOPMENT MATTER - Request for Final Release of Escrow – Taco Bell**

Supervisor Kauffman made a **MOTION**, seconded by Supervisor Moyer to approve releasing the final amount of escrow for Taco Bell in the amount of \$73,779.81 leaving a \$ -0- balance. The motion was approved unanimously, 5 to 0.

**MONTHLY REPORTS**

**1. Treasurer's Report**

From the monthly report: Revenues for the period ending January 31, 2019 totaled \$295,546. This is an increase of \$10,689 from 2018. Total expenditures for the period ending January 31, 2019, excluding Capital Reserve Transfers, totaled \$460,824, which is an increase of \$71,161 from 2018. The Deficit at the end of the period totaled \$165,278, an increase of \$60,472 from 2018.

**Paying the Bills**

Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers, to accept the Treasurer's Report, and 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**

(See Administration Matters)

**3. Police Report**

Chief Wiczkowski reported that he attended a Watch Guard training program for body cameras. He noticed that many departments in the county are not moving forward with body cam purchases for a variety of reasons (i.e., cost, storage of data, personnel needs).

Supervisor Beers asked about increase in traffic citations from last year to this year. Chief Wiczkowski responded some of the new officers are taking a more aggressive approach to dealing with violations.

Chief Wiczkowski stated the department is seeking to purchase Tasers. The Use of Force policy, in part covering the use of Tasers, is finished and has been reviewed by the solicitor. Officer Powell is a certified trainer for Tasers. He is asking the Friends of the Force (FOF) for 10 Tasers to be used by patrol officers. Two plans have been reviewed, each for 5-year terms of between \$2,800 and \$4,600 per year. Supervisors have no objection to the request made to the FOF.

**4. Community Development Department Report**

Ms. Warren reported building permits are up, plans are being recorded, and stormwater as-built plans are being reviewed for correct grading. Property maintenance issues are continuing to be monitored and handled.

**5. Township Manager's Report**

Ms. McGuire received a request from the Willow Street and Lampeter Fire Police to assist at an event at the annual Strasburg Fire Sale on February 23, 2019. The fire police need to purchase more collapsible cones, needing \$190 to make the purchase. Supervisors approved the requests.

**Signatory Authorization**

Supervisor Patterson made a **MOTION**, seconded by Supervisor Beers to authorize Ms. McGuire, as Assistant Secretary-Treasurer to be a signatory to the township bank accounts. The motion was approved unanimously, 5 to 0.

Ms. McGuire handed out to the Supervisors an updated actuarial report of the uniform post-retirement medical benefit fund.

Ms. McGuire said a meeting was held with staff to discuss replacement of the current phone system. Transferring to an internet service was one of the options and would cost approximately \$900 per month. This will be discussed again at a later time, possibly before budget season if necessary.

#### **TOWNSHIP ADMINISTRATION MATTERS**

##### **1. Resolution 5-2019 – Appointments**

Supervisor Moyer made a **MOTION**, seconded by Supervisor Patterson, to adopt Resolution 5-2018 making the following appointments:

- **J. RICHARD BRENEMAN** reappointed to a four-year term as a member of the Planning Commission, term ending December 31, 2022.
- **SCOTT KIMMEL** appointed to finish a four-year term as a member of the Planning Commission, term ending December 31, 2019.
- **STEVE MCCLUNE** appointed to finish a five-year term as member of the Park & Recreation Committee, term ending December 2022.

The motion was approved unanimously, 5 to 0.

##### **2. Resolution 6-2019 – Lancaster County Hazard Mitigation Plan**

Ms. McGuire explained this is a countywide plan being adopted by municipalities in Lancaster County to avail of funding and resources in the event of a state of emergency.

Supervisor Kauffman made a **MOTION**, seconded by Supervisor Moyer, to adopt Resolution 6-2019 regarding the Lancaster County Hazard Mitigation Plan. The motion was approved unanimously, 5 to 0.

##### **3. Resolution 7-2019 – Authorize Disposition of Specific Township Records**

Supervisor Patterson made a **MOTION**, seconded by Supervisor Moyer to adopt Resolution 7-2019 authorizing the disposition and destruction of specific township records following township policy and state laws of records retention. The motion was approved unanimously, 5 to 0.

##### **4. Resolution 8-2019 – Amend Refuse and Recycling Policies and Procedures**

Ms. Warren stated the changes are of a more technical nature with the increase in fees for 2019 and recent changes to recycling.

Supervisor Patterson made a **MOTION**, seconded by Supervisor Beers, to adopt Resolution 8-2019 amending the Refuse and Recycling Policies and Procedures as presented. The motion was approved unanimously, 5 to 0.

##### **5. Award Mowing Contract**

Bids were opened on Friday, February 8, 2019. There were five bidders, and the results are as follows:

<b>COMPANY</b>	<b>PER CUTTING TOTAL</b>	<b>w/ Summer Breeze Park added(possible)</b>
DWD Landscaping	\$ 775.00	\$ 835.00
Seasons' Image LLC	\$ 1,317.00	\$ 1,431.00
Your Estate Service, Inc.	\$ 1,340.00	\$ 1,490.00
Calvary Enterprise, LLC	\$ 1,428.00	\$ 1,560.00
Full Effect Lawn & Landscape Services, LLC	\$ 1,792.00	\$ 1,948.00

Supervisor Moyer made a **MOTION**, seconded by Supervisor Patterson to award the 2019 Mowing contract to DWD Landscaping for the prices specified in the bid. The motion was approved unanimously, 5 to 0.

**6. Authorize Advertisement of Bids for Paving, Aggregate Materials**

Supervisor Kauffman made a **MOTION**, seconded by Supervisor Patterson to authorize advertisement of bids for paving and aggregate materials for 2019. The motion was approved unanimously, 5 to 0.

**7. Authorize Purchase of 2019 Backhoe**

Mr. Kreider noted he received prices from three companies:

- Cleveland Brothers / Cat \$ 86,465
- Plasterer Equipment / John Deere \$ 76,900
- Groff Tractor Co. / Case \$ 64,998

He further stated he and some staff test drove all three backhoes. The Case is a cheaper priced backhoe, but not operator friendly in the cab. The boom on the Case is not like the "banana-shaped" ones the department works on with guiderails, and won't dig deep enough. The front bucket on the Case has two cylinders on the arm hampering sight distance when backfilling. He also noted the Case has only a one-year warranty, whereas the John Deere comes with a four-year warranty. He prefers the middle priced John Deere. All companies quoted are COSTARS vendors. \$90,000 was budgeted, and prices reflect the trade-in of a 2007 John Deere.

Supervisor Beers made a **MOTION**, seconded by Supervisor Moyer to authorize the purchase of a John Deere backhoe from Plasterer Equipment for \$76,900 (trade-in included) based upon the comments of Mr. Kreider. The motion was approved unanimously, 5 to 0.

**8. Morningside Truck Restriction Study Discussion**

*(Due to inclement weather, this discussion was held during the early part of the meeting.)*

Ms. McGuire said the township's traffic engineer (ELA Group) performed a study of Morningside Drive for the purpose of restricting truck traffic on that road. The recommendation is that trucks be prohibited from traveling this roadway. The next step would be to ask the engineer to meet with PennDOT to discuss the restriction and request signage on state roads. Supervisor Kauffman stated trucks making local deliveries may still be permitted access.

Members of the public speaking in favor of restricting/prohibiting large trucks on Morningside Drive for safety and protection of property reasons:

- Amy Kirchner, 1654 Morningside Drive
- Dwain Livengood, 1648 Morningside Drive
- Ms. Bonholtzer, 1701 Morningside Drive
- Dale Livengood, 1715 Morningside Drive
- Pat Levin, 1034 Lampeter Road

Need for another east-west corridor was discussed, expecting truck traffic to drive instead to the Lampeter Road – Penn Grant Road intersection as they make their way south. Ms. McGuire replied this has been moved up on the township's capital improvements' list to do in the coming years.

Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers to move the project forward and have the township engineer meet with PennDOT. The motion was approved unanimously, 5 to 0.

**9. RoadBotics Demonstration**

Ms. McGuire said this demonstration can be held off due to the inclement weather and the fact that it doesn't show well on the overhead screen. Supervisors may stop by her office at their convenience to view the demonstration.

**EXECUTIVE SESSION**

Chairman Hershey announced the Supervisors would be going into Executive Session for personnel matters. They entered the session at 8:50 p.m.

Supervisors returned to public session, and with no other business to be conducted, the meeting was adjourned at 9:09 p.m.

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