

**WEST LAMPETER TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING OF MARCH 13, 2017**

Chairman Barry Hershey called the Regular 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 (who arrived at 7:29 p.m.). Township Manager, Dee Dee McGuire, and Recording Secretary, Susan Worby were also present.

**PRESENTATIONS**

**1. COMMENDATION - OFFICER EVAN SHUBROOKS**

Chief Wiczkowski read and presented a commendation to Officer Evan Shubrooks and Corporal Jeremy Schroeder for saving the life of a LS-YMCA member who collapsed, hit his head causing a serious laceration, and required AED administration. Other Y members who were on hand during the emergency helped as well, but could not attend the meeting to receive their commendations.

**2. ANNUAL AUDIT REPORT**

Megan Senskowski, Trout, Ebersole & Groff, was present to go over the audit of 2016 financials. She explained the township received a Clean Opinion again this year.

In the General Fund (GF) revenues totaled \$6,211,059, with expenses of \$4,898,325, adding a net increase in the fund balance of \$362,790, ending the year with a total balance of \$3,455,838. Revenues in the Capital Improvements Fund totaled \$106,193. Expenditures were \$1,043,136, a net change in fund balance of (\$7,066) ending with a balance of \$2,153,690. The Long-Term Debt ending balance is \$2,154,423 reflects no new debt added. The Parks Capital Projects Fund received \$188 in interest income, and had expenditures of \$42,016. A \$50,000 transfer produced a net change of \$8,172, ending balance of \$138,575. State Highway Aid (Liquid Fuels Funds) had total revenues of \$446,368, expenses of \$159,330, ending with \$465,660. Total Township Funds (per GASB 54) are \$6,213,713. Ms. Senkowski explained the different fund types (restricted, assigned, etc.) and thanked Ms. McGuire, Vicki Harnish and staff for their assistance and cooperation during the audit.

**3. VILLAGE PARK FEASIBILITY STUDY**

Due to the weather event expected on this night, this subject was moved to the April meeting.

**PUBLIC COMMENT**

None.

**MINUTES**

**Regular Meeting, February 13, 2017**

Supervisor Kauffman made a **MOTION**, seconded by Supervisor Patterson, to approve the Minutes of the Regular Meeting of February 13, 2017 as presented. The motion was approved unanimously, 4 to 0.

**SUBDIVISION AND LAND DEVELOPMENT MATTERS**

**1. Revised Final Land Development Plan – Reinhart Café (1702 Lampeter Road)**

Applicant/Property Owners: FCI Properties, LLC

Location: 1702 Lampeter Road

Project: Applicant seeks to combine a 0.53 acre commercial lot to a 0.86 acre lot creating a 1.39 acre commercial lot. The project also includes the construction of an outdoor pavilion, 33 parking spaces, and access drive off Village Road.

No one was present to discuss the plan for the applicant. Joellyn Warren, Director of Community Development, answered questions from the Board. She stated there is adequate parking with the changes to the exterior (patio) area. Stormwater piping was recently re-done so it connects on to Village Road. Ground lighting is the only lighting at the patio area,

concentrated downward. Photometric plan was provided. The right-in, right-out onto Village Road was discussed. A “no left turn” sign was suggested to be placed, but it was noted this can only be placed out of the PennDOT right-of-way.

(Supervisor Beers arrived at this point in the meeting.)

#### **FINAL PLAN APPROVAL**

Supervisor Kauffman made a **MOTION**, seconded by Supervisor Moyer, to approve the Revised Final Land Development Plan for Reinhart Café, subject to the modifications requested, as presented, conditioned upon meeting the requirements of the staff memorandum of March 8, 2017, provide the required legal documents and escrow, consultation with the Stormwater Coordinator for inspections, and that a “No Left Turn” sign be placed at the access drive on Village Road. The motion was approved unanimously, 5 to 0.

#### **2. Stormwater Management Plan – Millstream Acres Lot #7 (813 Waterfront Drive)**

Applicant: Brad Halladay

Location: Waterfront Drive

Proposal: Applicant seeks to construct new single-family home and driveway at 813 Waterfront Drive. Lot is approximately 2.03 acres. Impervious coverage exceeds 8,000 sf and therefor applicant requires approval for a stormwater plan.

Larry Sheckler, EGStoltzfus Homes, LLC was present to discuss the plan.

Supervisor Kauffman made a **MOTION**, seconded by Supervisor Beers, to approve the Stormwater Management Plan for Millstream Acres Lot #7 as presented, per the comments of the township engineer’s letter of March 8, 2017 are met. The motion was approved unanimously, 5 to 0.

#### **MONTHLY REPORTS**

##### **1. Treasurer’s Report**

###### **Payment of Bills**

Supervisor Patterson made a **MOTION**, seconded by Supervisor Moyer, 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**

Mr. Kreider, Public Works Supervisor, was absent from the meeting due to preparations for the coming snow event, and there were no comments made regarding his report.

##### **3. Police Report**

Chief Wiczkowski reported that the department had planned on selling two older breathalyzers. However, one is not serviceable, and was thrown out. The other can be fixed, and will be reused by the department.

Chief also discussed the multi-agency records management system they use, currently the PREX system, which will soon be obsolete. East Lampeter Township and Lancaster City use CODY, and several western Lancaster County municipalities use METRO. He wanted to make the Supervisors aware of the potential cost factors during the next budget cycle in moving to a new multi-agency system.

##### **4. Community Development Department Report**

Ms. Warren noted there are several plans being reviewed, and a Conditional Use Hearing will be held at the April Supervisors’ meeting.

A DCNR grant application the department would like to apply for is due April 12. She mentioned there is \$188,000 in the park fund, and this grant is a match. Ms. Warren was

hoping to tie this discussion in with the Village Park Feasibility Study. The project would begin in 2018, and if awarded the township has three years to spend the money. Ms. McGuire stated the Feasibility Study indicates \$1 million could be raised through fundraising. She recommended applying for \$250,000 grant. Supervisors' consensus is in agreement with that number, and approved moving forward.

Recycling toters will begin being delivered the week of April 17.

**5. Township Manager's Report**

Ms. McGuire explained the April meeting agenda will be quite full with a Conditional Use and three planning issues, plus the Village Park Feasibility Study presentation. The Park and Recreation Board will meet April 5 and she suggested meeting at that meeting for the Feasibility Study presentation. Several Supervisors are unavailable that evening. It was suggested, and decided to start the Conditional Use Hearing at 6:00 p.m. on April 10, and the regular meeting at 7:00 p.m. Publication of the early start would be in the Conditional Use publication.

Chairman Hershey mentioned John Alexander of the Lampeter Fire Department is checking on original agreements he can find on which fire department (Lampeter, Willow Street and Lafayette) covers what part of the township. Supervisor Kauffman said the attention must be on response time during an emergency.

**TOWNSHIP ADMINISTRATION MATTERS**

None.

**OTHER BUSINESS**

None.

With no other business to be conducted, the meeting was adjourned at 8:15 p.m.

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