

**WEST LAMPETER TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING OF AUGUST 10, 2020**

Supervisor 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 Randy Moyer, Geoffrey Beers, J. Richard Breneman. Township Manager Dee Dee McGuire, Chief of Police Brian Wiczkowski, Public Works Supervisor James Kreider, Community Development Director Amanda Hickman, and Recording Secretary Susan Worby were also present. Chairman Hershey asked for a moment of silence in remembrance of former Supervisor, Secretary and Treasurer Robert E. Patterson, who passed away in June.

**OATH OF OFFICE ADMINISTERED**

Oath of Office was administered to newly appointed Supervisor Randall S. Andrews by Judge William Benner. Supervisor Andrews then took his seat at the dais with the other Supervisors.

**APPOINTMENT OF TOWNSHIP SECRETARY – TREASURER**

Supervisor Moyer made a **MOTION**, seconded by Supervisor Breneman to appoint **GEOFFREY BEERS** as Township Secretary – Treasurer. The motion was approved unanimously, 5 to 0.

**PUBLIC INPUT PERIOD**

Bob Doyle, 310 Broadmoor Drive announced upcoming concerts of the Lampeter-Strasburg Community Band at the Willow Street Lions Club band shell: August 16 with Flipside (jazz band), and September 13 with the concert band.

**MINUTES**

Supervisor Beers made a **MOTION**, seconded by Supervisor Moyer, to approve the Minutes of the Regular Meeting of July 13, 2020 as presented. The motion was approved 4 in favor, 0 against, with 1 abstention (Andrews, absent from the meeting).

**SUBDIVISION AND LAND DEVELOPMENT MATTERS**

**1. Revised Final Plan – KFG Trucking, LLC**

Applicant/Owner – KFG Trucking, LLC

Property Location – 1004 Willow Street Pike

Project Description - Applicant proposes a revision to the previously approved Final Land Development Plan. Since approval the applicant has received a modified Conditional Use decision pertaining to the wash bays on site, which had previously not been permitted. Applicant wishes to incorporate the wash bay approval, additional paved parking and modified stormwater management facilities into the revised plan.

Mr. Michael Hartman, dH Enterprises, was present with Mr. Kevin Gavaghan, owner of KFG Trucking. Mr. Hartman explained the rain garden was removed from the plans, and an infiltration system is being planned behind the building. Questions from the Supervisors included the wash bay location and light schematics. Asked about the frequency rate of pumping out the discharged material and maintaining the system, Mr. Hartman replied sheet 4 of the plans notes these instructions from SLSA. Washing will take place only inside the building. The number of employees on site will be 13. The maximum number of trucks specified in the Conditional Use was “approximately 13” and yet parking is set for 18 trucks. After some discussion about the number of trucks, Supervisor Moyer asked Mr. Gavaghan if he would prefer the Board set a cap on the number of trucks, and what that number would be. Mr. Gavaghan answered 15 to 16.

Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers, to approve the Revised Final Plan of KFG Trucking, LLC conditioned upon the requirements of the staff memorandum of August 5, 2020, the ELA letter of August 5, 2020, LCPC letter of July 28, 2020, adding that no more than 16 trucks will be parked on site. The motion was approved unanimously, 5 to 0.

**2. Request for Reductions of Letters of Credit (Willow Valley)**

- a. Morr Outdoors (Reduction \$55,578, balance \$6,000)
- b. Chapel Relocation (Reduction \$7,255, balance \$6,000)
- c. Crossroads Ph III (Reduction \$82,129, balance \$14,000)
- d. CVS-Fulton Bank (Reduction \$22,880, balance \$37,400)

- e. Turkey Hill (Reduction \$115,192, balance \$\$55,669)
- f. Willow Woods (Final Release \$86,611, balance \$-0-)

Supervisor Moyer made a **MOTION**, seconded by Supervisor Breneman, to approve the requests for reductions and one final release in the letters of credit as presented in the staff memorandum of July 28, 2020. The motion was approved unanimously, 5 to 0.

## **MONTHLY REPORTS**

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

Revenue for period ending July 31, 2020 totaled \$4,818,876, increasing \$483,988 from 2019. (2019 revenue included \$97,999 from areas such as FOF, DTF and Contracted SW Coordinator that are not occurring in 2020, and in the 2020 Miscellaneous Revenue is a \$270,610 draw for the Village Park Loan from S & T Bank.). Total expenditures for the period ending July 31, 2020, excluding Capital Reserve Transfers, totaled \$3,003,311 which is an increase of \$69,376\* from 2019. Surplus: the Village Park Loan draw, the surplus at the end of July 2020 totaled \$1,815,565\*, which is an increase of \$414,612 from the same period in 2019.

Ms. McGuire noted at the start of the COVID 19 situation the impact to the township was a possible 20% decrease in revenue, but now it is actually closer to 9%.

### **Paying the Bills**

Supervisor Beers made a **MOTION**, seconded by Supervisor Breneman, 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 stated the department is in need of another park mower to mow the new deep banks of grass (as part of the improvements). It is unfortunate it was not anticipated at the planning stages. He got two quotes. Staff got to test out a model from Lawn and Golf Supply Co. The 15 ft. Progressive mower (previously used at the park) has to be towed with the Kubota and won't be used any longer to mow at the park. There is no other place they could use it, so it can be sold if approved. Mr. Kreider said there were two pieces of equipment he budgeted for this year yet did not buy, totaling about \$20,000. The cost of the mower from Lawn and Golf Supply (COSTARS vendor) is priced at \$16,799.

Supervisor Beers made a **MOTION**, seconded by Supervisor Moyer to authorize purchase of a Cub Cadet PRO Z 972DSL from Lawn and Golf Supply Co., Inc. for \$16,799; and further authorize the sale of the 15 ft. Progressive mower. The motion was approved unanimously, 5 to 0.

### **3. Police Report**

Chief Wiczkowski handed the Supervisors an updated report. The one distributed prior to the meeting was dated July 24, missing one week's worth of information. He was asked how it is decided where to place the radar boards in the township. Chief noted where there are speeding complaints, mostly. Chief reported that the county DA's office continues to work on reliable funding for the Drug Task Force. The county is currently matching the amounts given by municipalities. Several municipalities do not contribute anything, most contribute a per capita rate, but five contribute more than the per capita, West Lampeter among them.

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

Ms. Hickman reported two Zoning Hearing applications have been submitted: 751 Lampeter Road for a lot add-on, and 1518 Millport Road for farm-related business. The RFPs for Comprehensive Plan consultant closed. Nine proposals were submitted and are being reviewed. The top three will be decided at the next Planning Commission meeting. She is looking for two Supervisors to volunteer to review those top three prior to submitting them to the whole Board. Supervisor Beers and Moyer agreed to volunteer.

## 5. **Manager's Report**

Ms. McGuire stated the recent storm caused some damage to the improved fields and new sod placed at Village Park. While she hasn't heard from anyone at the LS-Y, it has been made known they will announce their re-opening plans soon. Registration for some Y programs in Lancaster City is beginning, and swimming programs at the LS-Y are expected.

She and Vicki Harnish, Finance Director, with Mr. Lou Verdelli from RBC Capital Markets, LLC have been exploring refinancing the township's bond (municipal building) and loan for Village Park into one loan at the lowest possible interest rate. The present interest rates range from 2% to 3.35% on the township's long term debt. Schedule for the term of a loan would be set from 5 to 8 yrs, no longer.

Lancaster County advised the township of receiving over \$64,000 from the Cares Act funding. Ms. McGuire will receive more information on the distribution of the funds at an upcoming LIMC meeting.

A request from a parent/resident was received by Ms. McGuire for the parent to hold a "drive-by petition" at Village Park parking lot to ask the school to allow children to play fall sports. This will take place on Wednesday, August 12 from 5:30 – 7:30 p.m.

Budget workshop dates were selected: Wednesday October 14, Wednesday November 18 and Monday, December 14 for the Open House prior to the year-end meeting. All meetings will start at 6:30 p.m.

## **TOWNSHIP ADMINISTRATION MATTERS**

### **1. Resolution 9-2020 Appoint UCC Appointments Committee Member (J. Breneman) and UCC Board of Appeals Member (S. Groff)**

Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers to adopt Resolution 9-2020 appointing J. Richard Breneman to the UCC Appointments Committee, and Steve Groff to the UCC Board of Appeals. The motion was approved 4 in favor, 0 against, 1 abstention (Breneman).

### **2. Resolution 10-2020 Ratify Police Contract (Jan 2021 – Dec 2025)**

Supervisor Moyer made a **MOTION**, seconded by Supervisor Breneman to adopt Resolution 10-2020 ratifying the Police Contract agreement between West Lampeter Township and the West Lampeter Police Officers' Association, January 1, 2021 through December 31, 2025. The motion was approved unanimously.

### **3. Authorize Sale of Police Vehicle at Manheim Auction**

Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers to authorize the sale of the 2013 Ford Police Vehicle at Public Auction at the Manheim Auto Auction on October 13, 2020. The motion was approved unanimously, 5 to 0.

## **OTHER BUSINESS**

None.

## **EXECUTIVE SESSION – Personnel Matters**

Chairman Hershey announced the Supervisors would enter into Executive Session to discuss personnel matters. He said no votes would be anticipated. Executive session began at 8:26 p.m.

## **ADJOURNMENT**

The meeting reconvened and with no other business to be conducted, the meeting was adjourned at 8:40 p.m.

Respectfully Submitted,  
Denielle L. McGuire, Assistant Township Secretary-Treasurer