

**WEST LAMPETER TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING OF AUGUST 13, 2018**

Chairman Barry Hershey called the Regular Meeting of the West Lampeter Township Board of Supervisors to order at 7:02 p.m. with the Pledge to the Flag. Those in attendance were Supervisors Terry Kauffman, Robert Patterson, Randy Moyer and Geoffrey Beers. Township Manager Dee Dee McGuire, Finance Coordinator Vicki Harnish, and Recording Secretary Susan Worby were also present. Department Heads present were Joellyn Warren, Community Development Director, James Kreider, Public Works Supervisor, and Brian Wiczkowski, Police Chief.

PUBLIC COMMENT

Richard Colberg, 115 Bank Barn Lane spoke of his concerns that the new recycling rules are a step backward and would really like the township to continue recycling as much as possible. Ms. Warren explained the reason for the changes being due to severe market restrictions worldwide. Penn Waste, who handles the recycling for the Lancaster County Solid Waste Municipal Authority (LCSWMA) has no buyer for much of the recycling collected single-stream. The township will follow the LCSWMA guidelines, as is the entire county. It was noted the new regulations are posted on the township's website and on the township Facebook page, and an online site was provided to locate facilities to recycle non-collectable items.

MINUTES

Regular Meeting, July 9, 2018

Supervisor Beers made a **MOTION**, seconded by Supervisor Patterson, to approve the Minutes of the Regular Meeting of July 9, 2018 as presented. The motion was approved unanimously, 5 to 0.

SUBDIVISION AND LAND DEVELOPMENT MATTERS

1. Request for Reductions in Letters of Credit

- **Dommel Stormwater – Waterfront Estates Drive**

Supervisor Kauffman made a **MOTION**, seconded by Supervisor Moyer, to approve a final release in the letter of credit for Dommel Stormwater on Waterfront Estates Drive in the amount of \$2,970.00 based upon the staff memorandum of July 31, 2018, and Stormwater Coordinator's comments on July 12, 2018. The motion was approved unanimously, 5 to 0.

- **Peony Road/Spring Meadow**

Supervisor Kauffman made a **MOTION**, seconded by Supervisor Moyer, to approve a reduction in the letter of credit for Peony Road Tract/Spring Meadow in the amount of \$79,230.00 leaving a balance of \$508,241.00 based upon the staff memorandum of July 31, 2018 and engineer's comments of July 13, 2018. The motion was motion was approved unanimously, 5 to 0.

MONTHLY REPORTS

1. Treasurer's Report

Supervisor Patterson reported that revenues for the end of July totaled \$ 3,946,315.00, an increase of \$ 20,899.00 from 2017. Total 2018 expenditures at the end of July 2018, excluding Capital Reserve Transfers, totaled \$ 2,719,384.00 which is a decrease of \$ 85,657.00 at the same period in 2017. Surplus totaled \$ 1,226,932.00, an increase of \$ 106,556.00 from 2017. A list of invoices for July was also provided.

Supervisor Patterson acknowledged receipt of the Pennsylvania Auditor General's report on the township's Pension Funds. The audit is required biannually. The report indicated the pensions are funded at a 102% of the required amount, a strong position.

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 said the paving project is complete and went very well, despite the rain. Kinsley did a fine job, being the first time they've done a large paving project for the township.

Supervisor Kauffman asked if there were any storm-related issues to report. Mr. Kreider said when Shiprock Road was open during paving heavy rains washed out a lot of stone, but it was put back rather quickly. Inlets continue to be cleared of debris, and the southern end of the township had some washouts, but otherwise there were no serious issues to address.

3. Police Report

Chief Wiczkowski stated the Friends of the Force (FOF) have been asked to purchase "Drunk Busters" equipment for use in demonstrations at school (with School Resource Officer – SRO) and public awareness events like the fair. It includes goggles and pedal karts to simulate varying degrees of inebriation to demonstrate the severity of driving while intoxicated.

Speed alert signs were placed on Windy Hill and Conard roads recently for 7 days each. Conard Road westbound counted a total of 7,100 cars, of which 552 were driving 46mph or more. Windy Hill Road eastbound counted 4,400 cars, of which 184 were driving 46mph or more. Chief said this was not a tremendous amount of speeding, in his opinion. Most speeding occurred during the evening hours, with the highest speed on Conard between 61-65mph (five cars) and same 61-65mph on Windy Hill (one car).

Ms. McGuire noted that at the last meeting speeding on Mentzer Road was discussed. She stated two speed limit signs were added, two were replaced with new ones, and the farmer cut back several rows of corn to create better sight distance on the curve.

Chief Wiczkowski also reminded the Supervisors the Uniform Crime Reporting (UCR) numbers will be more reflective of what is actually occurring in the township. The numbers will be a better accounting of incidents rather than indicate an increase in crime.

Chief and Sgt. Schroeder reviewed a demonstration of a Lexipol policy development and management software program. Another program, Power DMS, works with policies already in place providing testing and search modules. Chief would like to update the department's policies and provide for policies not being implemented; but, he is not ready to purchase anything without doing more research.

4. Community Development Department Report

Supervisor Kauffman noted the department appears to be capturing more property maintenance issues and resolving those issues, deadlines being met, etc. It is a credit to the department on making progress in this area. He also asked about the inspections being done for the contract municipalities (Conestoga and Lancaster townships) and if it is impacting the West Lampeter residents' need for inspections, permit approvals. Ms. Warren stated she would have to check on the data and get back to him. Zoning was added to Conestoga Township's contract, and she takes that responsibility, not Kevin. Chairman Hershey said he was contacted by a contractor upset that he had to wait so many days to have an inspection done. Ms. Warren replied it must have been a miscommunication issue between the contractor and the office. Inspections are scheduled pretty quickly, ABI handles the inspections when Kevin is out, but it can take up to two weeks to have a permit issued.

- **Christian Glick Agreement – 1518 Millport Road**

Ms. Warren stated this agreement is between the owner, excavator and the township for the property to be excavated, clean-filled, seeded and closed up, complete within a year's time. The excavator will operate their trucks Monday through Friday from 7am until 5pm. The trucks will be clean before they leave the site. Fill is coming from Lancaster Township. As background, the project began 2008 as a one-acre site, but became a dump site. It has been open at least 12 years, and now up to 6 acres. The permit was modified just this year to try to get the site cleaned up. The agreement gives the township the right to obtain information and access to the site for periodic inspections.

Supervisor Kauffman made a **MOTION**, seconded by Supervisor Moyer, to adopt the agreement between the township and Christian Glick, at 1518 Millport Road, and authorize the Chairman to sign the agreement on behalf of the township. The motion was approved unanimously, 5 to 0.

5. Township Manager's Report

Ms. McGuire reported she has received comments from residents about the new four-way stop at the Strasburg Pike and Rockvale Road intersection. A few accidents have occurred at the site, but none too serious. Many comments were made about vehicles "not stopping" at the intersection. The township engineer spoke with PennDOT about additional options that could be tried, but it is still early to make any more permanent improvements. They will allow the township (at township's expense) to install "STOP AHEAD" pavement markings, so long as PennDOT standards are met. Flashing lights on "STOP AHEAD" signs were not as readily approved, but a permit from PennDOT would be required. This adds to the cost of any further improvements. When asked, Chief Wiczkowski preferred the lighted signs because they can be seen during inclement weather, whereas pavement signs cannot (especially during snowfall). Ms. McGuire will get estimates for both and report back to the Supervisors at another meeting.

TOWNSHIP ADMINISTRATION MATTERS

1. Discuss Proposed Ordinance Amendment per Suburban Lancaster Sewer Authority (SLSA)

Wastewater from the municipalities in the authority is handled by Lancaster City. SLSA is requesting the township to amend the sewer ordinance to conform to Lancaster City's changes to their sewer system regulations as per PA DEP permit requirements. The change to West Lampeter's ordinance is minimal, referencing the changes Lancaster City has made. Consensus of the Supervisors is to move forward and advertise the ordinance for adoption at the September meeting.

2. Authorize Advertisement for Bids – Refuse & Recycling Hauling Contract

Supervisor Moyer made a **MOTION**, seconded by Supervisor Patterson, to authorize advertisement for bids to be received for the Municipal Trash and Recycling Hauling Contract. The motion was approved unanimously, 5 to 0.

3. Financial Policies Draft Updates

Ms. McGuire and Ms. Harnish reviewed the updated Financial Policies and noted several sections where technical or grammatical changes were necessary. A new section on Federal Grant Policies and Procedures was included per the township auditors' recommendations. The policies, as changed, were reviewed and approved by the township auditors. Ms. McGuire asked the Supervisors if they would like a section added on bonding officials and employees. Supervisor Moyer made a **MOTION**, seconded by Supervisor Patterson, to adopt the amended Financial Policies as presented with the changes as discussed, adding a new bonding section (as referenced in the Second Class Township Code). The motion was approved unanimously, 5 to 0.

OTHER BUSINESS

None.

With no further business to be conducted, the meeting was adjourned at 8:47 p.m.

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