

**WEST LAMPETER TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING OF SEPTEMBER 10, 2018**

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, Robert Patterson, Randy Moyer and Geoffrey Beers. Township Manager Dee Dee McGuire 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.

**PRESENTATION – Lancaster Public Library**

Heather Sharpe, Executive Director, presented the annual report on readership and services provided to township and county residents. She thanked the Supervisors for their continued support of the library. 3,791 residents of West Lampeter Township possess a library card. 77,659 items were borrowed by township residents in 2017, totaling a cost of \$1.3 million. 63% of funding is done library-generated through events, services, annual appeals and community support. The Lancaster Public Library ranks fourth out of nearly 450 libraries in the state in total “other” revenue (library-generated), ninth in total number of cardholders, but near the bottom in local funding per capita. Cardholders by generation showed the highest percentage being “Millennials,” or those born between years 1981-2000. Ms. Sharpe also introduced the Supervisors to Sarah Colantonio, member of the Library Board.

**PUBLIC COMMENT**

None.

**MINUTES**

**Regular Meeting, July 9, 2018**

Supervisor Beers made a **MOTION**, seconded by Supervisor Patterson, to approve the Minutes of the Regular Meeting of August 13, 2018 as presented. The motion was approved unanimously, 5 to 0.

**SUBDIVISION AND LAND DEVELOPMENT MATTERS**

**1. Final Land Development Plan – John King Poultry Operation (826 Strasburg Pike)**

Applicant: John King

Property Owner: Benual S. & Annie K. King

Property Location: 826 Strasburg Pike

Project Description: Applicant is seeking to construct a 15,000 sf poultry barn, a 2,700 sf storage barn, and a 3,300 sf single-family home.

Frank Kuchinski, Red Barn Consulting was present to discuss the plan application.

Applicant wishes to expand the existing poultry operation with the construction of a second poultry barn on the existing property, and proposes another garage and dwelling to be built. Septic field will be added to handle the additional dwelling. Stormwater will be routed to the existing basin, and a second basin will be constructed.

**WAIVERS**

Section 240-10 – Preliminary Plan

Section 240-24.C – Roadway Improvements

Section 230-36.B – Riparian Corridor Easement

Chairman Hershey requested the access drive be paved at least 40 ft from Spring Hollow Road as was required on a similar plan previously approved for another farm. The riparian easement could be up to the existing wood line, or the minimum 50 ft as required. It was discovered no conservation plan could be found. A condition of approval will require one to be filed.

Supervisor Kauffman made a **MOTION**, seconded by Supervisor Moyer, to grant the waiver requests subject to the dedication of a right-of-way to include the addition of a 40ft paved drive off Spring Hollow Road; the riparian buffer continue at a minimum of 50 ft or the wood line, whichever is greater; the conservation plan be included as part of the conditions; and, the plan noted with the riparian restrictions as per engineer’s comments in the letter dated August 31, 2018. The motion was approved unanimously, 5 to 0.

### **FINAL PLAN APPROVAL**

Supervisor Kauffman made a **MOTION**, seconded by Supervisor Moyer, to approve the final plan of John King Poultry Operation at 826 Strasburg Pike subject to the conditions as set forth in the staff memorandum of September 5, 2018, the township engineer's letter of August 31, 2018, and including all comments on the waivers' motion. The motion was approved unanimously, 5 to 0.

### **2. Resolution 10-2018 – Sewer Planning Module for John King (826 Strasburg Pike)**

Supervisor Kauffman made a **MOTION**, seconded by Supervisor Moyer to adopt Resolution 10-2018, approving the Sewer Planning Module for John King at 826 Strasburg Pike. The motion was approved unanimously, 5 to 0.

### **3. Request for Reductions in Letters of Credit**

- **Peony Road/Spring Meadow**

Supervisor Beers 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 \$112,838 leaving a balance of \$395,403, based upon the staff memorandum of September 5, 2018 and the engineer's letter dated August 17, 2018. The motion was approved unanimously, 5 to 0.

- **Grace Community Church**

Supervisor Moyer made a **MOTION**, seconded by Supervisor Kauffman, to approve a reduction in the letter of credit for Grace Community Church in the amount of \$884,238 leaving a balance of \$109,377 based upon the staff memorandum of September 5, 2018 and engineer's comments of August 30, 2018. The motion was approved unanimously, 5 to 0.

## **MONTHLY REPORTS**

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

Supervisor Patterson reported that revenues for the end of August totaled \$4,482,947, an increase of \$38,045 from 2017. Total 2018 expenditures at the end of August 2018, excluding Capital Reserve Transfers, totaled \$3,161,197 which is a decrease of \$65,071 at the same period in 2017. Surplus totaled \$1,321,750, an increase of \$103,116 from 2017. A list of invoices for August was also provided.

#### **Payment of Bills**

Supervisor Beers 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.

Ms. McGuire presented the Supervisors with a memorandum from the Finance Coordinator regarding interest rates and a request to open a new certificate of deposit. Current interest rates at Citizens Bank for the General Fund (GF), Park Fund and Capital Fund increased from .9% to 1.6%. The current money market account at Univest will be converted to a new money market account, transferring funds from the Citizens GF and Northwest GF accounts to meet the required minimum \$1 million to increase interest earnings from .6% to 1.85%. Ms. McGuire then requested authorization to open a new 30-day certificate of deposit (CD) with Northwest at 2% with monthly review of rates before renewal. A transfer of \$1.5 million from the current Northwest money market account (currently earning 1.49%) will be used to open the new CD. Supervisor Moyer made a **MOTION**, seconded by Supervisor Patterson, to approve the request to open a new CD at Northwest as presented. The motion was approved unanimously, 5 to 0.

## 2. Public Works Report

Mr. Kreider reported the traffic light at Willow Valley Square has been replaced by Willow Valley. He also reported the department is dealing with recent flooding issues as best they can. The Willow Street Fire Company building has experienced flooding outside, and most recently, inside their building. The ground is just too saturated to handle the amount of rainwater. Weather permitting, the department will begin to replace three inlets on West Willow Road to repair an old storm drain.

Ms. McGuire and Mr. Kreider spoke about a road assessment program called Roadbotics that maps out the roadways throughout the township to provide an inventory and current assessment of the condition of roadways. Once complete the program indicates levels of road conditions for future paving planning. The software works with the current system (CSDATUM) and costs \$4,950 for coverage of 57+ miles of township roads. If the program works well for the township, the process can be repeated every three or four years to collect updated road condition information. Ms. McGuire said liquid Fuels funds are permitted to be used for such a purchase. Supervisor Beers made a **MOTION**, seconded by Supervisor Patterson, to authorize the purchase of the Roadbotics system to assess and map township roadways. The motion was approved unanimously, 5 to 0.

Mr. Kreider made a suggestion to the Supervisors to think about realigning Meadia Avenue at the intersection of Eckman Road at the Willow Street Pike. A property at 1823 Willow Street Pike is where Mr. Kreider would see as a location to run Meadia Avenue to meet the Pike. He said the property is currently up for sale and thought it might be something the Supervisors would want to consider in realigning Meadia Avenue and placing a traffic light at some point in the future. Supervisors would like more information (PennDOT approvals for traffic light, cost estimates for permits, fees, right-of-way acquisitions, paving, etc.).

## 3. Police Report

Chief Wiczkowski began his report by riding in the newly purchased Drunk Busters cart. The department has two in service, with several goggles simulating varying degrees of being under the influence. The goggles and carts can be demonstrated to students at the school, and can also be used at other various public events.

Recent drug arrests from traffic stops included drugs with street values of \$3,400+. Supervisor Beers noted the appreciation for the National Guard Aviation Unit with providing assistance to the police on another case of a marijuana grow operation.

Chief Wiczkowski reported the retirement from service of Officer Cameron Evans on August 31, 2018. The consortium exam for new officers was recently held. The department will review the list of potential candidates as a new officer will need to be hired to replace Evans.

### **Memorandum of Agreement – School Resource Officer**

The memorandum was reviewed and approved by solicitors of both the township and the Lampeter-Strasburg School District. Minimal changes were made to the agreement. The School Resource Officer (SRO) will meet each week with school administrators of each school on campus to share information and communicate needs as necessary. SRO Covey's office will be at the school.

Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers, to approve the Memorandum of Agreement with Lampeter-Strasburg School District for a School Resource Officer provided by West Lampeter Township Police Department. The motion was approved unanimously, 5 to 0.

## 4. Community Development Department Report

Ms. Warren discussed upcoming plan reviews: Final Plan applications for Bottom Line Ag Supply and Willow Woods Village were tabled. Village Park expansion plan will be considered by the Planning Commission; G.R. Mitchell will present a Land Development Waiver and updated stormwater plan to both Planning Commission and Supervisors.

A Conditional Use Hearing will be held at the October Supervisors' meeting to consider an application for a truck terminal at the car wash lot at 1004 Willow Street Pike. This will be a concept plan; as an engineered plan is not required at this stage, but a land development plan will be required later to move the project forward.

The Township was awarded a Low Volume Project Grant in the amount of \$86,785 for stormwater work to be done on Mentzer Road.

The Planning Commission discussed Transient Rentals (Airbnb-type) to find ways in which to regulate such activities. The zoning ordinance does not address this type of rental, and no applications have yet been received for West Lampeter Township. Supervisor Kauffman suggested checking with the County planning commission for ordinance samples and/or regulations. Ms. Warren mentioned several sections of the West Lampeter Township Code of Ordinances that will need updating in the near future. (i.e., Subdivision and Land Development last full revision done in the late 1990s; the Zoning Ordinance not fully revised since 2006; and the Comprehensive Plan not revised/restated since 2003.)

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

Ms. McGuire reported the Kiwanis Club will have a chapter here in the area of the county and are looking for new members.

The township received two requests for authorization for Fire Police to attend two functions outside township boundaries: Solanco Fair on September 17, 2018 and the Strasburg Borough Halloween Parade on October 25, 2018. Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers, to approve the requests as presented. The motion was approved unanimously, 5 to 0.

Intersection of Strasburg Pike and Rockvale Road was discussed. Ms. McGuire asked the Supervisors to consider placing two flashing signals on the "Stop Ahead" signs on Strasburg Pike at the intersection. PennDOT would need to approve the installation if Supervisors want this. Stop bars have been painted on the roadway, and also "stop ahead" pavement markings have been done. Cost for two flashing signs with solar options is approximately \$20,000; \$15,000 for 20volt option. Engineering and permitting would cost approximately \$3,000. Liquid Fuels funds can be used for this purchase. Supervisor Moyer would like to add it to 2019 budget discussions. Supervisor Beers would rather get them now, as a sort of "insurance policy" against future accidents. Mr. Kreider replied the installation would not be able to be done until spring 2019. Supervisor Kauffman suggested authorizing the permits be applied for to begin the process. The board consensus is to begin the permitting process and continue the discussion during budget meetings.

### **TOWNSHIP ADMINISTRATION MATTERS**

#### **1. ORDINANCE 251 – Amend Chapter 211, Sewers and Sewerage**

Chairman Hershey said the ordinance was published and posted according to law. The ordinance was discussed at the previous Supervisors' meeting as a request from Suburban Lancaster Sewer Authority to conform with changes its receiver, Lancaster City, made to its sewer system ordinance regarding regulation changes to their sewer system per PA DEP permit requirements.

#### **PUBLIC HEARING**

Supervisor Moyer made a **MOTION**, seconded by Supervisor Patterson, to open the Public Hearing on Ordinance 251. The motion was approved unanimously, 5 to 0.

#### **Public Comment**

No member of the public spoke or addressed the Supervisors about the proposed ordinance.

Supervisor Patterson made a **MOTION**, seconded by Supervisor Beers, to close the Public Hearing on Ordinance 251. The motion was approved unanimously, 5 to 0.

**BOARD DISCUSSION**

There was no further discussion of the ordinance.

**ADOPTION**

Supervisor Kauffman made a **MOTION**, seconded by Supervisor Beers, to adopt Ordinance 251, an ordinance amending Chapter 211 Section 211-2G of the West Lampeter Township Code of Ordinances regarding the discharge of industrial waste into the sewage collection system to conform to the regulations of Lancaster City's sewer system. The motion was approved unanimously, 5 to 0.

**2. 2019 Minimum Municipal Obligations (MMOs) in Pennsylvania Municipal Retirement System (PMRS)**

The Minimum Municipal Obligations (MMOs) for Uniform and Non-Uniform pension plans for the year 2019 were noted and acknowledged: \$169,907 for the Uniform Pension Plan and \$98,540 for Non-Uniform Pension Plan.

**OTHER BUSINESS**

None.

With no further business to be conducted, the meeting was adjourned at 9:00 p.m.

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