

**WEST LAMPETER TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING OF OCTOBER 9, 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 Randy Moyer, Robert Patterson, and Geoffrey Beers. Terry Kauffman was absent. Township Manager, Dee Dee McGuire, and Recording Secretary, Susan Worby, were also present.

Following the pledge, Chairman Hershey asked for a moment of silence in remembrance of those who lost their lives in the recent Las Vegas shooting.

Chairman Hershey asked for a moment of silence, followed by reading a Commendation to Jere Schuler, recently retired police detective who passed away. He outlined his many accomplishments and highlights of his 31 years of public service to the community.

PUBLIC COMMENT

None.

MINUTES

Regular Meeting, September 11, 2017

Supervisor Patterson made a **MOTION**, seconded by Supervisor Moyer, to approve the Minutes of the Regular Meeting of September 11, 2017 as presented. The motion was approved unanimously 4 to 0.

PLANNING MATTERS

1. Request for Reduction in Letter of Credit – Reinhart Café, Phase I

Supervisor Beers made a **MOTION**, seconded by Supervisor Patterson, to approve the request to release \$28,382.00 leaving a balance of \$5,775.00. The motion was approved unanimously, 4 to 0.

2. Request for Reduction in Letter of Credit – Reinhart Café, Phase II

Supervisor Moyer made a **MOTION**, seconded by Supervisor Patterson, to approve the request to release \$46,999.00 leaving a balance of \$5,775.00. The motion was approved unanimously, 4 to 0.

3. Request for Reduction in Letter of Credit – Riverview Estates

Supervisor Moyer made a **MOTION**, seconded by Supervisor Patterson, to approve the request to release \$32,097.08 leaving a balance of \$18,617.50. The motion was approved unanimously, 4 to 0.

Bob Kettering, Developer of Riverview Estates, 3121 Mount Joy Road, asked the Board for a minor modification from the approved plan that requires an “acorn” light fixture at the intersection of Wiker Avenue and Lampeter Road, as PPL now offers a “traditional” light fixture of the same lumination. Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers, to allow the developer the minor modification to the plan from an “acorn” to a “traditional” light. The motion was approved unanimously, 4 to 0.

Mr. Kettering also asked for a modification to shrubbery proposed in the plans behind lots 2 and 3. A 5 ft. retention wall (modification) and fence is what is there now. The owner of lot 3 does not want the shrubbery noting it will block access to his property. The shrubbery was planted to keep people out of the detention basin. Owner of lot 3 was present and handed photos to the Board of his property and the area in question.

Joellyn Warren, Director of Community Development, stated the "As-Built" plans have not yet been submitted, so the slope cannot be determined. On a recent site visit of the property the township engineer said the barberry should be placed. Her recommendation is to defer approval to the township engineer and Stormwater Coordinator once they can determine the slope of the detention basin. The Supervisors agreed with this recommendation.

4. Request for Reduction in Letter of Credit – Willow Ridge Manor

Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers, to approve the request to release \$218,779.50 leaving a balance of \$45,260.60. The motion was approved unanimously, 4 to 0.

5. Request for Reduction in Letter of Credit – Rocky Springs Entertainment Center

Supervisor Beers made a **MOTION**, seconded by Supervisor Moyer, to approve the request to release \$44,891.90 leaving a balance of \$2,000.00. The motion was approved unanimously, 4 to 0.

MONTHLY REPORTS

1. Treasurer's Report

Supervisor Patterson said there was a timing issue with regard to the state pension and fire allocation, but by the end of October it will even out.

Payment of Bills

Supervisor Beers made a **MOTION**, seconded by Supervisor Patterson, 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, 4 to 0.

2. Public Works Report

Jim Kreider, Public Works Supervisor, said about 1.5 ft of clay was uncovered on Shiprock Road, and Jeff Sweigert of Pennsy agreed to pave this area.

3. Police Report

Chief Wiczowski said the department is slowly moving forward with the new CODY system. They are waiting on the Lancaster County IT department to release the PREX data so they can begin. He expects, however, to begin January 2018 if all goes well.

(See Administrative Matters for discussion about the amendments to the solicitation ordinance).

One of the officers in the department wants to purchase his service pistol (decommissioned). The Board will consider once a fair market value is presented.

4. Community Development Department Report

Ms. Warren was asked about the Eshelman Mill Road house and apartments, when construction on the house would begin. She said blueprints are being drawn up now. The Lancaster Christian School sale was briefly mentioned, and it was noted the building will be used primarily as a church.

MS4 Project Update – Ms. Warren talked about a joint project with East Lampeter and Strasburg townships. A Memorandum of Understanding and ordinance are required to do a joint grant project outside the township. The match in funds based upon linear feet is \$30,000.00. West Lampeter will receive nearly 50% of the reduction credits on the project. Ms. Warren will discuss more at the upcoming 2018 budget meeting, Wednesday, October 11.

Ms. Warren was asked about the Dave Charles project on the corner of Lampeter and Village roads. She stated the house will be mixed use with an office on the first floor, and residence on the second. Weeds need to be cleared (a notice will go out). Nothing more is known at this time.

Appoint Assistant Deputy Zoning Officer

Supervisor Moyer made a **MOTION**, seconded by Supervisor Patterson, to appoint KIMBERLY U. YEPREMIAN as Assistant Deputy Zoning Officer. The motion was approved unanimously, 4 to 0. Ms. Yepremian has been working in the department part-time since August 2017.

5. Township Manager's Report

No other comments about the report other than in the Administrative items listed below.

TOWNSHIP ADMINISTRATION MATTERS

1. RESOLUTION 17-2017 – ADOPT UPDATED PERSONNEL POLICIES HANDBOOK

Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers, to adopt and implement the new updated personnel policies handbook for all township employees effective immediately. The motion was approved unanimously, 4 – 0.

2. Discuss Amendments to Solicitation and Canvassing Ordinance (Chapter 222)

Lisa Vogt, Police Administrative Assistant, outlined the changes the department would like to implement. She called other townships in the area and found they are charging for solicitation permits. West Lampeter does not. She is recommending a \$25 a month fee, \$10 a month renewal fee. Applicants would be required to have their own criminal record background check done through the state police, and must bring it in when they apply for the permit. A prohibition on federal and state holidays was added.

Supervisor Moyer changed the wording to the "Exemptions" in § 222-6.A.3. adding "for the benefit of" the organizations listed; adding "local" to schools; and adding "not for profit" organizations. The Supervisors also want the hours to end on Saturday at 5:00 p.m. There was some discussion about permit identification ("on their person" or simply carried). These changes will be made to the ordinance for adoption at another meeting.

3. Select Delegate to 2018 PSATS Convention

Ms. McGuire said Supervisor Kauffman is willing to be the delegate. Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers to appoint Terry Kauffman as the delegate to the PSATS Convention in 2018. The motion was approved unanimously, 4 to 0.

OTHER BUSINESS

None.

ADJOURNMENT

With no other business to be conducted the meeting was adjourned at 8:12 p.m.

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