

**WEST LAMPETER TOWNSHIP
BOARD OF SUPERVISORS
REORGANIZATION MEETING OF JANUARY 3, 2022**

Supervisor Barry Hershey called the Reorganization 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 Geoffrey Beers, J. Richard Breneman and Randall Andrews. Supervisor Randy Moyer participated by telephone. Township Manager Dee Dee McGuire, Chief of Police Brian Wiczkowski, Public Works Supervisor James Kreider, Community Development Director Amanda Hickman, and Recording Secretary Nancy Mellinger were also present. Chairman Hershey asked for a moment of silence in remembrance of Robert Herman, Willow Street Fire Company member, and Thomas Ream, West Lampeter Township employee and Lampeter Fire Company member.

REORGANIZATION OF BOARD

1. APPOINTMENT OF TEMPORARY CHAIRMAN

Supervisor Breneman made a **MOTION**, seconded by Supervisor Beers, to nominate Randall Andrews as Temporary Chairman of the Board for the Reorganization meeting. The motion was approved unanimously, 5 to 0.

2. ELECTION OF CHAIRMAN

Supervisor Andrews made a **MOTION**, seconded by Supervisor Beers, to nominate and elect **BARRY HERSHEY** as Chairman of the Board for the year 2022. There were no other nominations and the motion was approved unanimously, 5 to 0.

3. ELECTION OF VICE-CHAIRMAN

Supervisor Breneman made a **MOTION**, seconded by Supervisor Beers, to nominate and elect **RANDY MOYER** as Vice Chairman of the Board. There were no other nominations and the motion was approved unanimously, 5 to 0.

4. APPOINTMENT OF SECRETARY/TREASURER

Supervisor Moyer made a **MOTION**, seconded by Supervisor Breneman, to appoint **GEOFFREY BEERS** as Secretary/Treasurer of the Board. There were no other nominations and the motion was approved unanimously, 5 to 0.

5. RESOLUTION 1-2022 Appointments to Various Boards

Supervisor Breneman made a **MOTION**, seconded by Supervisor Andrews, to adopt Resolution 1-2022 making the following appointments:

- **John P. Lines** reappointed to a one-year term as Vacancy Board Chairman.
- **Raymond D. Lanas** reappointed to a three-year term as member of the Zoning Hearing Board.
- **Carl “Andy” Toms** reappointed to four-year term as member of the Planning Commission.
- **Suzanne Ranck** reappointed to a five-year term as member of the Park & Recreation Committee.
- **Lisa Wright** reappointed to three-year term as member of the Recycling Committee.
- **Kenneth Barton** reappointed as Emergency Management Director.
- **ELA Group, Inc.** as Township Engineer and **ARRO Consulting, Inc.** as Alternate Township Engineer.

- **Alspach & Ryder, LLC** as Township Solicitor; **Morgan, Hallgren, Crosswell & Kane, PC** as Land Use Counsel; and **Barley Snyder, LLP** as Labor Counsel.
- **Denielle L. McGuire** reappointed as Township Manager, and Assistant Township Secretary/Treasurer.
- **Amanda Hickman** appointed as Assistant Township Manager.
- **Denielle L. McGuire** reappointed as Open Records Officer, and **Nancy Mellinger** appointed as Alternate Open Records Officer.
- **Amanda Hickman** reappointed as Zoning Officer; and **Kimberly U. Yepremian**, reappointed as Assistant Zoning Officer.
- **Shawn Strausbaugh** reappointed as Building Code Official and Construction Code Official.
- **Amanda Hickman** reappointed as Code Official and **Denielle L. McGuire** as Alternate Code Official.
- **Derrick Musser** reappointed as Stormwater Coordinator.
- **Marvin S. Stoner** reappointed as Sewage Enforcement Officer, and **Dale High** reappointed as Alternate Sewage Enforcement Officer.
- **Barbara A. Benner** and **Lonnie Jones** reappointed as School Crossing Guards.
- **BB & T – Truist, Citadel Federal Credit Union, Citizens Bank, Members First Credit Union, Northwest Savings Bank, Pennsylvania Local Government Investment Trust, Univest Bank & Trust Co** as Township Depositories.
- **Randal E Moyer** reappointed to a five-year term as member of the Suburban Lancaster Area Sewer Authority.
- **Denielle L. McGuire** reappointed as the Lampeter-Strasburg Primary Representative on the Lancaster County Tax Collection Bureau (LCTCB) Management Committee.
- **J. Richard Breneman** reappointed as Municipal LUAB Representative, and **Amanda Hickman** reappointed as Alternate Representative to the Lancaster Inter-Municipal Committee (LIMC).

The motion was approved by a vote of 5 in favor to 0 against for all appointments.

6. RESOLUTION 2-2022 – Appoint Auditors for 2021 Audit

Supervisor Beers made a **MOTION**, seconded by Supervisor Breneman, to adopt Resolution 2-2022 appointing Maher Duessel to audit the financial accounts of the township for the year 2021 in accordance with the terms of the November 30, 2021 engagement letter. The motion carried unanimously, 5 to 0.

7. RESOLUTION 3-2022 – Amend 2022 Fee Schedule

Supervisor Beers made a **MOTION**, seconded by Supervisor Breneman, to adopt Resolution 3-2022 authorizing the amendment of the 2022 Fee Schedule. The motion was approved unanimously, 5 to 0.

PUBLIC COMMENT

None.

MINUTES

Supervisor Beers made a **MOTION**, seconded by Supervisor Breneman, to approve the Minutes of the Year-end Meeting of December 13, 2021. The motion was approved unanimously, 5 in favor to 0 against.

SUBDIVISION AND LAND DEVELOPMENT MATTERS

- **Preliminary Plan-LS Early Childhood Center**

Scott McMakin, Cowan Associates Inc, presented preliminary plans for Lampeter Strasburg Early Childhood Center, located on the north side of the school campus. The building would have access from Pioneer Road and Rosier Way and would be approximately 48,000 sq ft. It would house the Pre-K and Kindergarten students. The current elementary school is at 130% capacity. The new building would provide additional space, aid in identifying learning needs earlier, and house school aged child care (SACC). Sidewalks would connect with Katherines Way. Additional sewer capacity is being worked on with SLSA. The storm water meadow has been located to the other side of the bus loop, in the upper field area.

Supervisor Breneman made a **MOTION**, seconded by Supervisor Beers, to approve modification Section 240-15.C.(3) (requested from the Subdivision and Land Development Ordinance) Existing Features within 200 Feet request based on aerial and recommendations of ELA's letter dated December 6, 2021. The motion was approved, 5 to 0.

Supervisor Beers made a **MOTION**, seconded by Supervisor Andrews, to approve Land Development request Section 240-2.6.B(5)(c)-Curbing. The Ordinance requires an 8" curb, given the use as an Early Childhood Center, 6" curbing is more navigable and is requested. The motion was approved, 5 to 0.

Supervisor Beers made a **MOTION**, seconded by Supervisor Breneman, to approve Land Development Modification request Section 240-24.L.6.a regarding clear sight triangle at Rosier Way, an interior private street. The motion was approved, 5 to 0.

Supervisor Breneman made a **MOTION**, seconded by Supervisor Beers, to approve modification requested from the Stormwater Management Ordinance Section 230-32.A(1) Stormwater Volume Controls, based on the recommendations in the letter dated December 6, 2021 from the ELA Group and in addition, the L S School District, as owner, be responsible for any downstream stormwater issues as a result of not complying with the volume rate controls or if the system does not function as designed. The motion was approved, 5 to 0.

Supervisor Breneman made a **MOTION**, seconded by Supervisor Beers, to approve the LS Early Childhood Center preliminary plan conditioned on meeting the requirements as outlined in the memo from West Lampeter Township staff dated December 29, 2021, which incorporates the Township engineer's comments. The motion was approved, 5 to 0.

MONTHLY REPORTS

1. **Treasurer's Report**

It is typical at the first meeting of the year not to have a full Treasurer's Report until a later time.

2. **Public Works Report**

Mr. Kreider reported some staff were on vacation in December and that it was a quiet month. Tom Ream's memorial service will be Friday, January 7, 2022. It will be held at Lampeter Fire Company, with visitation between 9-11 a. m. and service begins at 11:00 a. m. Hollinger Road bridge closure went smoothly; an additional no outlet sign will be placed this month.

3. **Police Report**

Chief Wiczowski reported the new cruisers went into service before Christmas. Chief Wiczowski explained two ways of processing individuals. The old school method of finger

printing uses ink and prints are sent to the state to be entered. The newer method utilizes Live Scan tenprinter which attaches the prints immediately. The department has taken individuals to East Lampeter Township to use their printer. The department is looking to get their own tenprinter. When an individual is processed, a \$300.00 fee is assessed; this is divided between the county, processing agency, and an escrow fund which is used to fund printers. He would like to submit a letter to the Criminal Justice Advisory Board requesting escrow funds for purchase of the equipment. The equipment is \$35,000.00, a yearly \$5,100.00 fee for CLEAN line (a secure connection to NCIC) and \$6,500.00 yearly maintenance fee after the first year would be involved. The Board authorized Chief to draft the letter to see if funds are available. The machine would be available for surrounding departments to use.

The Friends of the Force contributed greatly to equipment and training of the department in 2021. Their support and generosity have been outstanding.

4. Community Development Department Report

Ms. Hickman reported LEMSA and RV are no longer in negotiations. Parkside has not submitted a plan yet. Ms. McGuire read an email the township received from Scott Standish, Executive Director, Lancaster County Planning Department, regarding the Willow Street Pike Streetscape project funding through the Smart Growth Transportation (SGT). Ms. Hickman reported this project has encountered many roadblocks; design has not been finalized and right of ways still need to be obtained. The LCPD suggests that SGT funding be canceled and reapplied for in a future funding cycle. Sidewalks need to be addressed; utilities are a major hinderance. Another approach may be better suited for this project. The Board requested the question of re-allocation of funds be discussed with Scott Standish. Staff could look for alternate grants to fund the sidewalk improvements.

5. Township Manager's Report

Ms. McGuire reported she received a phone call from the owner of Garrett Fields. She is wondering if the township has interest in leasing the fields, scheduling or possibly purchasing the fields. She is exploring options for the future. The property has two parcels and three zoning areas: Commercial Highway, R-1 and Open Space. The Board is interested in exploring possibilities. Supervisor Beers would be willing to look into options.

TOWNSHIP ADMINISTRATION MATTERS

1. Award Contract-Groff Farm Bid

Supervisor Beers made a **MOTION**, to award the Groff Farm bid to Flyway Excavating, Inc. with a price of \$558,800.00. Discussion regarding rock excavation price led to Supervisor Beers rescinding his motion. The Board had questions regarding bids and chose to table the awarding of bid until additional information is supplied.

2. Authorize Advertisement for Bidding: 2022 Mowing Contract

Supervisor Beers made a **MOTION**, seconded by Supervisor Breneman to advertise bidding for the 2022 Mowing Contract. The motion was approved unanimously 5 to 0.

3. LIMC Halloween

Supervisor Hershey presented three options from LIMC regarding Trick or Treat: 1). LIMC would not give any guidance regarding date, 2). hold Trick or Treat on Halloween with an alternate rain date, LIMC makes the determination, 3). Trick or Treat held on Halloween. The Board authorized Supervisor Hershey to recommend to LIMC that Trick or Treat be held on Halloween with an alternate rain date.

OTHER BUSINESS

None.

With no other business to be conducted, the meeting was adjourned at 8:36 p.m.

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