

**WEST LAMPETER TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING OF MARCH 8, 2021**

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 and Randall Andrews. 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.

PUBLIC INPUT PERIOD

None.

MINUTES

Supervisor Breneman made a **MOTION**, seconded by Supervisor Beers, to approve the Minutes of the Regular Meeting of February 8, 2021 as presented. The motion was approved unanimously, 5 to 0.

SUBDIVISION AND LAND DEVELOPMENT MATTERS

1. Final Land Development Plan-Meadia Heights Golf Club

Keith Good, representing CGA Architects Inc., reported that drawings were cleaned up and the last issue of the riparian buffer has been finished. A No Mow Zone has been created. The fallen trees will be removed. Draft agreements have been submitted for review. Standard agreements necessary are included in A. Hickman's letter dated February 15, 2021.

Supervisor Breneman made a **MOTION**, seconded by Supervisor Beers, to approve final land development plan for Meadia Heights Golf Club Outdoor Pool contingent upon acceptance of requirements as stated in Amanda Hickman's letter dated February 15, 2021. The motion was approved unanimously, 5 to 0.

MONTHLY REPORTS

1. Treasurer's Report

Revenue for the period ending February 28, 2021 totaled \$905,963, an increase of \$63,215 from 2020.

- Real Estate Tax collection totaled \$21,046, increasing \$11,946 from 2020.
- Earned Income Tax totaled \$506,023, increasing \$33,919 from 2020. The February EIT distribution included the final 2020 employer wage reports. Remaining distributions for 2020 will be from balances due on individual returns and any delinquent accounts.
- Local Service Tax totaled \$61,133, decreasing \$3,878 from 2020.
- Real Estate Transfer Tax totaled \$54,663, decreasing \$16,399 from 2020.
- Building Permit Fees totaled \$23,887, decreasing \$33,071 from 2020.
- Zoning Fees totaled \$2,110, a decrease of \$1,860 from 2020.
- Contracted Inspection Service Fees totaled \$3,415, decreasing \$9,324 from 2020.
- General Fund interest earnings totaled \$1,464, decreasing \$9,845 from 2020.
- Miscellaneous Revenue totaled \$127,600, increasing \$127,258 from 2020. This figure is the second round of CARES ACT money distributed by the county.
- YTD Police Services fees decreased \$30,880 from 2020 due to the timing of payment being received from LS School District.

Expenditures

Total expenditures for the period ending February 28, 2021, excluding Capital Reserve Transfers, totaled \$931,319, which is an increase of \$65,657 from 2020. This increase is basically a result of

the 2020 police longevity and bonus payments being made at the end of 2019, overall pay increases and an increase in cost for snow and ice removal from 2020.

Surplus

The deficit at the end of February 2021 totaled \$25,356, which is an increase of \$2,442 from 2020.

Trout CPA is putting the finishing touches on the 2020 financial statements. They plan to make their presentation to the board at the April meeting.

Paying the Bills

Supervisor Beers made a **MOTION**, seconded by Supervisor Andrews 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 reported that the three newest snow plows developed issues concerning the center pins in the cylinders. The manufacturer devised a steel piece to correct the problem. Black top bids for 2021 are being prepared. He anticipates the road project bids to be around the budgeted figure.

3. Police Report

Chief Wiczkowski reported that while assisting Lancaster City PD, Project Lifesaver equipment helped locate a missing juvenile. LEMSA has provided the Moderna vaccine and booster shot to those sworn members of the police department wishing to be vaccinated. The parking ordinance as it relates to snow removal was discussed. The ordinance lacks clear definitions. Options for resident notification were suggested. Solicitor may need to review the ordinance.

4. Community Development Department Report

Discussion occurred with NFWIF regarding Groff Farm Project; total match between DEP and NFWIF is \$130,000. Ground breaking on Willow Street Rain Garden project is expected next month. Bridgeport Crossroads improvement project survey is being finalized. In mid-April, we will display storybooks for public viewing. Details on an open house are still being determined. Recycling/Shredding Event on April 24, 2021, has five sponsors and is fully funded.

5. Township Manager's Report

Ms. McGuire stated that on April 10, 2021, 11 a.m. to 1 p.m., will be the Village Park Field Dedication. Supervisors and Co-Chairmen Moyer and Beers will give speeches; the YMCA will host Healthy Kids Day. There will be food trucks and activities for kids. The 2020 Audit will be presented in April. The Liquid Fuels audit is continuing. The 12-page Spring Newsletter will be sent to each resident shortly. Park field usage will be communicated through Ms. McGuire to sport teams when field conditions are unsuitable. Supervisor Beers will also contact the teams to notify them of expectations.

TOWNSHIP ADMINISTRATION MATTERS

1. Resolution 6-2021 – Appointing Code Officials

Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers, to adopt Resolution 6-2021 appointing Amanda Hickman as Code Official and Denielle L. McGuire as alternate Code Official for West Lampeter Township. The motion was approved unanimously, 5 to 0.

OTHER MATTERS

EXECUTIVE SESSION-Personnel Matters

At 8:00 p.m. Chairman Hershey announced the Supervisors would enter into Executive Session to discuss personnel matters.

The board reconvened the meeting, and with no other business to be conducted, the meeting was adjourned at 8:15 p.m.

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