

**WEST LAMPETER TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING OF MAY 8, 2023**

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 (arrived at 7:15 p.m.), Public Works Supervisor Sean Alexander, Township Engineer Charles Haley ELA Group, Inc., Planning/Zoning Officers Michele Neckermann and Kim Yepremian, and Recording Secretary Nancy Mellinger were also present.

**PRESENTATION TO WEST LAMPETER COMMUNITY FOUNDATION-Lampeter-Strasburg High School Girls Lacrosse, Mary Wolff – In Memory of Scott Kimmel**

Rowan Kimmel and the Lampeter-Strasburg High School Girls Lacrosse Team presented a check for three thousand dollars to West Lampeter Community Foundation in memory of Rowan's father Scott Kimmel. Supervisor and Foundation Member, Geoffrey Beers, remarked that he knew Scott as a friend, neighbor, and board colleague. Scott's heart was for the community, advancing youth sports and opportunities for people who live here. Supervisor Beers thanked Rowan and her mother, Wendy, for all the things Scott did for our community. He remarked that this donation will go towards continuing his legacy of youth sports in our community.

**PUBLIC COMMENT**

None.

**MINUTES**

Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers, to approve the Minutes of the Regular Meeting of April 10, 2023 as presented. The motion was approved, 5 in favor to 0 against.

Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers, to approve the Minutes of the Work Session of May 3, 2023 as presented. The motion was approved, 3 in favor to 0 against, with 2 abstentions (Hershey, Moyer absent).

**SUBDIVISION AND LAND DEVELOPMENT MATTERS**

**1. Presentation-Will T Clark, AICP Director for Land Use and Transportation**

Will Clark, Director of Land Use and Transportation, remarked the Lancaster County Metropolitan Planning Organization looks at the whole county to decide how federal and state transportation funding is allocated. The program is updated every two years. The organization receives input regarding projects from the sixty townships in Lancaster County. They also conduct system-based analysis of the transportation system. Data collection includes congestion which is called travel time index. This allows for comparison across the county. This is part of the federal performance measures. The Federal Highway Administration has developed three main performance measures; one of which is travel time reliability for ninety percent of the time. The second performance measure is international roughness index; this measures the smoothness of the road. The third measure is bridge condition. Improving routine maintenance can significantly extend the life cycle of a bridge. Highway Safety Network Screening has identified two locations in the township which are currently on the Transportation Improvement Program (TIP). They are the intersection of Rockvale Road and Strasburg Pike which is moving through the improvement design phase and the section of Millport Road near Rocky Springs which will have the high friction surface applied again. Safe Streets for All is a recently received grant which will focus on vulnerable users such as pedestrians, horse and buggies, and bicycles to develop a comprehensive safety action plan. Each year, TIP receives seventy-nine million dollars which is disbursed over many categories. Other projects currently on TIP are Strasburg Pike over Pequea Creek, Lime Valley Road Bridge, and PA324/US222/Fairview Avenue. They are trying to move towards a data driven process for selecting projects. The budget is established for five years by federal legislation. Moving forward, he recommended looking strategically at projects that we are willing to invest in and how we would seek funding-multimodal funds or liquid fuels funds. Mr. Clark was unable to answer a question regarding the method of Lime Valley Road resurfacing due to not having technical knowledge. PennDOT is using the

PennDOT Connects program to try to identify associated issues related to new projects so issues can be corrected at the same time. This does not always mean additional PennDOT funds but improved coordination of work. Columbia Bridge is assigned wholly to Lancaster County and funds for repairs and maintenance come from the Lancaster County TIP budget. The project selection process is based on existing conditions and does not include land use zoning forecasting. Ms. McGuire discussed that moving forward, the township should prioritize township issues and look at costs. Mr. Clark said competitive funding programs are important to completing projects; many townships do not apply for the funds. Cost increase agreements should be discussed with Metropolitan Planning Commission (MPO) before bidding. Connects 2040 is a long-range plan with a three-million-dollar budget used to promote municipalities to apply for projects relating to the growth management side. This requires a funding match from the township. TIP does not have a long-term paving plan from PennDOT. Many factors can quickly change the condition of the roadway which contributes to the absence of a list. The International Roughness Index (IRI) gives ideas where PennDot will be doing maintenance projects. This does not include any design changes or improvements. Physical improvements are usually generated at the county level. The MPO is trying to recognize and study areas, such as Bridgeport, and advance the locations in the process. The Travel Time Index may help to identify locations in the township which the Board of Supervisors may wish to further study for possible improvements.

## **2. Final Lot Add-On Plan-1714 Newport Drive**

Rob Visniski, P.E., RAV Associates, representing Kevin and Diane Weaver, outlined the two requested modifications for the Lot Add-On plan. The property at 1714 Newport Drive has a steep embankment making it difficult to maintain. His client desires to maintain the property without going over the property line. The Weaver's own the neighboring property. The plan has been reviewed by the Lancaster County Planning Commission which recommended conditional approval and of the plan and the modification requests. They have no issues with Township Engineer or staff comments. The two modification requests are waiving the preliminary plan as called for by the SALDO Ordinance and improvements to existing streets. Since this is a lot add-on, there isn't a need for a preliminary plan or improvement to existing streets.

Township Engineer, Charles Haley, concurred that there was nothing to improve regarding the streets.

Supervisor Beers made a **MOTION**, seconded by Supervisor Moyer, to approve the modification of preliminary plan and waiver of Improvements to Existing Streets for Lot Add-on plan for 1714 Newport Drive prepared by RAV dated February 24, 2023 sheets 1 of 2 and Driveway Sketch, conditioned on Township Engineer Review Letter dated March 29, 2023 noting the Board of Supervisors desire not to have a deferral agreement as a condition of the waiver. The motion was approved, 5 in favor to 0 against.

Supervisor Beers made a **MOTION**, seconded by Supervisor Moyer, to approve the Lot Add-on plan for 1714 Newport Drive prepared by RAV dated February 24, 2023 sheets 1 of 2 and Driveway Sketch, conditioned on Township Engineer Review Letter dated March 29, 2023. The motion was approved, 5 in favor to 0 against.

## **3. Agreements-Kendig Agreements for Lot Line Change**

Supervisor Moyer made a **MOTION**, seconded by Supervisor Breneman, to move that the Chairman or Vice Chairman be authorized to execute the agreements for Kendig Square lot line change. The motion was approved unanimously, 5 in favor to 0 against.

## **4. Agreements-Accessory Dwelling Unit Agreements for 120 Frances Avenue and 1502 Metzler Road**

Francis Avenue ADU will be subject to building inspections and approval. The ADU is permitted by right, by permit. A special exception is not necessarily due to the ADU being in an existing dwelling. Metzler Road is an existing ADU which is changing occupants.

Supervisor Beers made a **MOTION**, seconded by Supervisor Moyer, to move that the Chairman or Vice Chairman be authorized to execute the ADU agreements for 120 Frances and 1502 Metzler on behalf of the Board of Supervisors. The motion was approved unanimously, 5 in favor to 0 against.

**5. Agreement-Holding Tank Agreement for 879 Eshelman Mill Road**

Ms. Neckermann commented that typically a township holds escrow or a letter of credit in the event a holding tank is not pumped when the alarm goes off. The agreement is recorded and goes with the property. The tank is under ground and is connected to a light which flashes when tank is nearing capacity. The escrow would cover pumping.

Supervisor Moyer made a **MOTION**, seconded by Supervisor Andrews, to move to accept the escrow of \$500.00 and approve the Holding Tank Agreement for 879 Eshelman Mill Road. The motion was approved unanimously, 5 in favor to 0 against.

**6. Well Isolation Waiver for 1151 Beaver Valley Pike**

Supervisor Beers made a **MOTION**, seconded by Supervisor Moyer, to move to authorize the Chairman or Vice Chairman to execute the Well Isolation Waiver Agreement for 1151 Beaver Valley Pike on behalf of the Board of Supervisors. The motion was approved unanimously, 5 to 0.

**7. Letter of Credit Release-Weis Gas N Go**

Supervisor Moyer made a **MOTION**, seconded by Supervisor Breneman, to authorize West Lampeter staff to terminate the Letter of Credit in the amount of \$257,536.00 for Weis Gas N Go on the recommendation of the ELA Group. The motion was approved unanimously, 5 in favor to 0 against.

**MONTHLY REPORTS**

**1. Community Development Department Report**

Ms. Neckermann commented that upcoming projects include a dog kennel, a housing development named Lampeter Meadows and a Lot Add-On plan. Ms. Yepremian and Ms. Neckermann attended PSATS Spring Seminar which was beneficial. An additional meeting will be necessary to review the zoning map and planned residential development criteria for the Zoning Ordinance update. A new report from the Sewage Enforcement Officer is included in the monthly report which highlights issued permits.

**2. Treasurer's Report**

**Revenues**

Revenue for the period ending April 30, 2023 totaled \$2,092,837.

**Expenditures**

Expenditures for the period ending April 30, 2023, totaled \$1,857,139.

**Surplus**

The surplus at the end of April 30, 2023, totaled \$235,698.

**Additional Note:** Two one-year certificates of deposit were opened for remaining ARPA funds. One CD was opened for \$240,000 at a rate of 5.46%.the second CD was opened for \$100,000 at a rate of 5.34%

**Paying the 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 in favor to 0 against.

**3. Public Works Report**

Mr. Alexander reported the Long Rifle Road culvert wing walls, parapet walls, and rip rap are in place. Restoration of the project area is complete. The roadway is crack sealed and ready for overlay of asphalt. PennDOT continues to work on the remainder of the project. A meeting was held with an LTAP traffic engineer advisor to discuss Morningside Drive concerns. Their report should be completed shortly. Additional signage and other measures are potential improvements for Morningside Drive. Mowing of road banks and Village Park has begun.

**4. Police Report**

Chief Wiczkowski remarked that the new in car cameras have been installed. Seventy-three targeted traffic enforcement details have been conducted this year, 16 of which were for speeding. Several enforcement details addressed vehicles going around the "Road Closed" signs on Gypsy Hill Road. Chef Wiczkowski is chairman of the Central Booking Sub-Committee for the new, yet-to-be built prison. He explained the advantages of a centralized county processing location, such as officer returns to duty quicker, persons can be held for arraignment, and less unserved warrants.

**5. Township Manager's Report**

Ms. McGuire reported the Trout Suicide Awareness Ride requested the assistance of the Willow Street Fire Police for their annual ride on June 17, 2023. Approval was granted. Lancaster County Planning, Lancaster County Conservation District, and Lancaster Clean Water Partners are looking to update the countywide, watershed-based stormwater management plan or Act 167 Plan. Approval was given to submit a letter of support for the project. PennDOT has announced a road project to perform rehabilitative work to the existing bridge located on Lime Valley Road located near the intersection of Pequea Lane, along with miscellaneous roadway improvements. Construction on the bridge is scheduled to begin on May 22, 2023 and be completed mid-November 2023.

**TOWNSHIP ADMINISTRATION MATTERS**

None.

**OTHER BUSINESS**

None.

**EXECUTIVE SESSION**

Chairman Hershey announced the Supervisors would enter into Executive Session to discuss personnel matters. He said no vote will be taken when the meeting reconvenes. Executive Session began at 8:27 p.m.

**ADJOURNMENT**

The meeting reconvened and with no other business to be conducted, the meeting was adjourned at 9:10 p.m.

Respectfully Submitted,

Denielle L. McGuire, Assistant Township Secretary-Treasurer