

**WEST LAMPETER TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING OF May 10, 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, Community Development Director Amanda Hickman, and Recording Secretary Nancy Mellinger were also present. Absent was Public Works Supervisor James Kreider.

PUBLIC INPUT PERIOD

Bob Doyle, 318 Broadmoor Drive, said he is concerned about bamboo planted by a neighbor that is encroaching on to his property. He would like an ordinance to be considered to prevent the planting of invasive plants.

MINUTES

Supervisor Beers made a **MOTION**, seconded by Supervisor Moyer, to approve the Minutes of the Regular Meeting of April 12, 2021 as presented. The motion was approved unanimously, 5 to 0.

SUBDIVISION AND LAND DEVELOPMENT MATTERS

1. Final Land Development Plan-Snyder Funeral Home (2421 Willow Street Pike)

John Hershey, representing RGS Associates, reported that an additional lane was added to the drop off area in front of the building to expedite the movement of guests. This resulted in some stormwater revisions. There are five loose ends to be tied up which include approval from Lancaster County Conservation District of plans that were submitted in March, city water has given verbal approval but are waiting on written confirmation, PennDOT and HOP concerns have been addressed, ongoing coordination efforts with PPL and the customary legal agreements. Stormwater issues down stream have been addressed.

Supervisor Beers made a **MOTION**, seconded by Supervisor Breneman, to approve final subdivision land development plan for Snyder Funeral Home contingent upon acceptance of requirements as stated in Amanda Hickman's letter dated May 5, 2021 and the ELA review letter dated April 26, 2021. The motion was approved, 4 to 0, with 1 abstention (Moyer, who is a partner in the firm that represents Snyder Funeral Home).

Chad Snyder expressed appreciation for the Township's assistance in this project.

MONTHLY REPORTS

1. Treasurer's Report

Revenue for the period ending April 30, 2021 totaled \$2,267,753, a decrease of \$79,288 from 2020.

- Real Estate Tax collection totaled \$319,242, decreasing \$241,470 from 2020. However, the May distribution totaled \$920,039, which makes year to date collection \$63,883 more than 2020.
- Earned Income Tax totaled \$699,285, increasing \$41,281 from 2020. The bulk of first quarter employer taxes as well as payments from 2020 tax returns filed with the extended deadline should appear in the May distribution.
- Local Service Tax totaled \$72,361, decreasing \$18,703 from 2020.
- Real Estate Transfer Tax totaled \$104,029, decreasing \$12,993 from 2020. May's distribution totaled \$25,997, which makes year to date only \$3,831 less than 2020, but \$9,397 more than 2019.
- Building Permit Fees totaled \$77,522, decreasing \$43,412 from 2020.
- Zoning Fees totaled \$6,355, a decrease of \$55 from 2020.
- Contracted Inspection Service Fees totaled \$22,406, increasing \$3,660 from 2020.
- General Fund interest earnings totaled \$2,653, decreasing \$13,151 from 2020.

- Cable Television Franchise Fee totaled \$88,824, which is a decrease of \$40,917 from 2020. The 2021 first quarter distribution of \$64,047 was not received until May.
- Miscellaneous Revenue totaled \$127,600, increasing \$52,255 from 2020. This figure is the second round of CARES ACT money distributed by the county.
- Refund Prior Years' Expenditures totaled \$184,545, increasing \$183,837 from 2021. The IIC refunded \$182,366 as 75% of our 2020 surplus distribution.

Total expenditures for the period ending April 30, 2021, excluding Capital Reserve Transfers, totaled \$1,790,522, which is an increase of \$139,879 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.

The surplus at the end of April 2021 totaled \$477,231, which is a decrease of \$219,167 from 2020.

- LCTCB is seeing a big step forward with wages, however a lag in employee counts.
- Effects from the current real estate market, coupled with the low inventory of houses for sale in the township could heighten the decline in real estate transfer taxes collected in 2021.
- Half of the funds allocated to the township from the American Rescue Plan (\$1,576,944 total) should be distributed to the township in June and the second half will be distributed in 2022. Plans are being made to deposit these funds in a separate bank account while waiting for additional regulations from the federal government on how funds can be used. The township has till 2024 to allocate these funds.

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 to 0.

Supervisor Beers participated in a meeting with the parties responsible for the Township's data management and security. He felt that a great job was being done to keep the Township secure.

2. Public Works Report

Mr. Kreider was not present. Ms. Hickman informed the Board that ground breaking for Willow Street Rain Garden has occurred. The bulk of the infrastructure has been completed. The remaining work should be finished by the end of the month. Soil will be added to the ball field on the other side of the park.

3. Police Report

Chief Wiczkowski reported that he participated in a Bola Wrap demonstration. This is new technology to help secure non-compliant individuals. Further study on its application is needed before considering the product. National Night Out is being planned for August 3, 2021. The Special Olympics fundraiser is canceled for this year due to current COVID-19 situation. Grant money for body-worn cameras was not received. Friends of the Force will purchase Axon cameras at a cost of approximately \$24,450.00 The Board gave approval for purchase of the budgeted Cloud storage system. FOF has agreed to purchase 3 years of the Power DMS software, which will help with accreditation by updating, testing comprehension of policies and communication policy changes. Usefulness of this system is not contingent on accreditation. Supervisor Beers said that accreditation gives Supervisors the knowledge that an outside agency came and proved that officers know the policies in the event of something terrible happening. PLEAC has 139 guiding points that need to be proven for accreditation. There is a cost savings on insurance after accreditation. The January after accreditation is received, a payment of \$1,000.00 is due to PLEAC. Ms. McGuire shared the results of her survey of local townships regarding accreditation. A building survey has been performed

showing minor items that would need to be addressed for accreditation. Discussion points included managing costs and personnel to achieve accreditation.

Supervisor Beers made a **MOTION**, seconded by Supervisor Moyer to pursue accreditation through PLEAC. The motion was approved unanimously, 5 to 0.

The pros and cons of the use of RADAR or LiDAR, which is a newer form of speed assessment, were discussed. Legislation is in the Pennsylvania house and senate to allow the use if it, by local police. Ms. McGuire will ascertain if a letter of support or a resolution is needed.

Friends of the Force extend their appreciation to the Board for the symbiotic relationship that exists between the two organizations.

4. **Community Development Department Report** Ms. Hickman stated that the Township does not regulate plantings outside of Land Development Plans. She will look into the DEP Invasive Plant list to see what can be done regarding invasive species. The Bridgeport Transportation Alternatives study had over 200 responses to the survey. Final recommendations from the study are expected to be received in June. The Comprehensive Plan surveys are on line and in the building for people to complete. A Comprehensive Plan meeting will be held on the 13th on Teams which is a similar platform to Zoom. LCSWMA will close the Harrisburg Pike tipping floor for approximately 9 weeks for renovations. Ms. Hickman recommends waiting a few days to see what impact this will have on tipping fees. Trucks will be rerouted to other sites. A meeting was held with Hayward Heath homeowners to lay out options for Stormwater mitigation. Information was made available in Dropbox for everyone to view. Attorney Alspach is reviewing the deeds. Supervisor Breneman expressed concern for developments in which one homeowner owns and is responsible for stormwater infrastructure that benefits the entire development. The discussion included suggestions of looking at changes to SALDO, HOAs and land development plans in the future to prevent one property from being responsible for the entire system.

5. **Township Manager's Report** Ms. McGuire reported that the current electric rate contract of \$0.0682/k Wh expires at the end of the year. Several companies have submitted proposals for 36-month contracts ranging from \$0.069/k Wh to \$0.05690/k Wh. The Board gave approval to accept the lowest rate from Dynegy Energy Services East, LLC, energy consultant Dan Gard. It has been quite some time since the meal reimbursement and per diem rates have been addressed. The Board approved setting the rates to align with Harrisburg area rates. A resident has requested that Bridge Road be moved so that it does not go through his farm. The road is close to a building and speeding is a concern. After discussion, the Board will not consider moving the road, but will consider installing signage. Chief W agreed to place the speed alert sign there soon. Ms. McGuire and Supervisor Beers attended the LCATS meeting regarding creation of a County Board of Health. YMCA Lease forms were signed by Supervisor Hershey. Lori Yeich from DCNR toured Village Park. Photos of parking lot lines and handicapped spaces need to be submitted when completed to finish the application and secure the final grant payment. West Lampeter Township was awarded \$200.00 to spend at Lancaster County Art Association in recognition of having the greatest number of pieces representing the Township at the current exhibit. Supervisor Hershey selected several pieces at the opening celebration.

TOWNSHIP ADMINISTRATION MATTERS

1. Resolution 11-2021 – Rescind Declaration of Disaster Emergency

Supervisor Moyer made a **MOTION**, seconded by Supervisor Andrews to adopt Resolution 11-2021 Rescinding the Declaration of Disaster Emergency. The motion was approved unanimously, 5 to 0.

OTHER MATTERS

With no other business to be conducted, the meeting was adjourned at 8:42 p.m.

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