

**WEST LAMPETER TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING OF June 14, 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, 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 were Supervisor Geoffrey Beers and Public Works Supervisor James Kreider.

PUBLIC INPUT PERIOD

Bob Doyle, 310 Broadmoor Drive, said that he appreciated the Board listening to his concerns regarding bamboo. He will contact larger organizations in an effort to stop the planting of invasive bamboo. Supervisor Breneman has been in contact with Lydia Martin at Alliance for the Bay. She is sending additional information on native plantings and bamboo to him, which he would be happy to forward to Mr. Doyle.

MINUTES

Supervisor Breneman made a **MOTION**, seconded by Supervisor Andrews, to approve the Minutes of the Regular Meeting of May 10, 2021 as presented. The motion was approved unanimously, 4 to 0.

SUBDIVISION AND LAND DEVELOPMENT MATTERS

1. Change Order-Penn Waste

Ms. Hickman presented the Change Order from Penn Waste. The temporary increase is due to construction at the Harrisburg Pike Transfer Station. Penn Waste is requesting an additional \$512.00 per week for the duration of the construction project to offset the additional expenses. The Change Order was the most fiscally responsible method to manage the increase costs.

Supervisor Moyer made a **MOTION**, seconded by Supervisor Breneman, to authorize Chairman Hershey to sign the Change Order. The motion was approved unanimously, 4 to 0.

2. Request Reduction of Letter of Credit-Willow Valley Cultural Center

Willow Valley Cultural Center is requesting a reduction of \$70,906.00 leaving a balance of \$5,500.00 in their Letter of Credit.

Supervisor Moyer made a **MOTION**, seconded by Supervisor Andrews, to permit the Letter of Credit Reduction based on the recommendation letter from the Township's engineer. The motion was approved unanimously, 4 to 0.

MONTHLY REPORTS

1. Treasurer's Report

Revenues

Revenue for the period ending May 31, 2021 totaled \$3,840,001, an increase of \$237,370 from 2020.

- Real Estate Tax collection totaled \$1,245,675, increasing \$88,132 from 2020.
- Earned Income Tax totaled \$1,066,787, increasing \$35,273 from 2020.
- Local Service Tax totaled \$120,022, decreasing \$7,434 from 2020.
- Real Estate Transfer Tax totaled \$130,556, decreasing \$3,300 from 2020. June's distribution totaled \$34,225, which makes year to date \$8,722 more than 2020, and \$17,166 more than 2019.
- Building Permit Fees totaled \$94,849, decreasing \$56,256 from 2020.
- Zoning Fees totaled \$9,220, a decrease of \$2,025 from 2020.
- Contracted Inspection Service Fees totaled \$26,761, increasing \$3,950 from 2020.

- General Fund interest earnings totaled \$3,317, decreasing \$14,008 from 2020.
- Cable Television Franchise Fee totaled \$152,871, which is an increase of \$23,130 from 2020. We received an additional payment of \$23,106 from Comcast as a settlement from their audit.
- Miscellaneous Revenue totaled \$127,625, increasing \$127,245 from 2020. This figure is the second round of CARES ACT money distributed by the county.
- Refund Prior Years' Expenditures totaled \$184,545, increasing \$8,308 from 2021. The IIC refunded \$182,366 as 75% of our 2020 surplus distribution.

Expenditures

Total expenditures for the period ending May 31, 2021, excluding Capital Reserve Transfers, totaled \$2,155,042, which is an increase of \$111,203 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 surplus at the end of May 2021 totaled \$1,684,959, which is an increase of \$126,167 from 2020.

Ms. McGuire reported that everything is set up for receiving the ARP funds.

Paying the Bills

Supervisor Moyer made a **MOTION**, seconded by Supervisor Breneman, 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

Mr. Kreider was absent from the meeting.

3. Police Report

Chief Wiczkowski reported body worn camera training will occur on July 6, 2021. Cameras can be self-activated and sync to turn on when overhead lights are activated or side arm/taser are removed from holster. A red light and audible sound indicate that it is recording. Everyday interaction is not recorded. Chief Wiczkowski also reported that ten policies have been loaded into PowerDMS for officer review. The Special Needs Registry has 10 participants. Chief Wiczkowski showed designs for the two new police vehicles. The graphics reverse the current color scheme on the vehicles. The main colors will be shades of silver and yellow.

4. Community Development Department Report

Ms. Hickman reported that next month there will be a revision for Signature Stone regarding stormwater and Country Meadows Development Phase IV would like to adjust lines on two lots. She would like to update the Building Code Property Maintenance. IPMC version 2006 is currently being used and she would like to move to 2015 version that would include language regarding bamboo. She will have a draft in July. Our Comprehensive Plan meeting will be held on June 21st at 6:00-8:00 p.m. The Bridgeport Transportation Study Open House will be held on June 30th, at 7:00 p.m. It will be held in person at East Lampeter Township building. SLASA-Conestoga Gardens Pumping Station is investigating issues in overage inflow that has been occurring for over 6 months. This has affected potential development. Ms. McGuire shared that Supervisor Breneman has volunteered to be a member of the county Transportation Implementation and Engagement Subcommittee.

5. Township Manager's Report

Ms. McGuire reported that the township has received the first request for ARP funds. The request came from LEMSA. Supervisor Breneman said that he

would like to see their financial report during budget discussions. Everything is set up to receive the funds in the next few weeks. ARP funds total almost \$1.7 million dollars will be received over two years. We have until the end 2024 to use or if it is allocated to a specific project, the end of 2026. It cannot be used for pension expenses. Regulations are still being updated regarding the use of funds. During the September board meeting, we plan to recognize Robert Patterson's service to the community and place his name on the plaque in front of the building.

TOWNSHIP ADMINISTRATION MATTERS

1. Resolution 12-2021 – Resolution Supporting PA House Bill 606 and Senate Bill 419 Authorizing the Local Use of Radar and LIDAR

Pennsylvania is the only state that does not allow local municipalities to use radar or LIDAR.

Supervisor Breneman made a **MOTION**, seconded by Supervisor Moyer, to adopt Resolution 12-2021 Resolution Supporting PA House Bill 606 and Senate Bill 419 Authorizing the Local Use of Radar and LIDAR. The motion was approved unanimously, 4 to 0.

OTHER MATTERS-None

EXECUTIVE SESSION-Real Estate Issue

Chairman Hershey announced that the Supervisors would enter into Executive Session to discuss a real estate issue. No votes will be taken.

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