

**WEST LAMPETER TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING OF August 9, 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

Bob Doyle, 310 Broadmoor Drive, commented on National Night Out and that West Lampeter is “a good place to live”. He attributed it to Chief Wiczkowski’s ability to laugh at himself and to relate well with residents.

MINUTES

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

SUBDIVISION AND LAND DEVELOPMENT MATTERS

1. Final Plan Revision-Signature Stone, Inc. (1026 & 1024 Willow Street Pike)

Kevin Ember, Rettew, presented the Final Plan Revisions for Signature Stone, Inc. The revisions are modifications to stormwater facilities. The rain garden is divided into two, connected portions. It still functions the same and contains the same volume. NPDES modification is needed for the change. The revision caused changes to connections in roadway and they are working with PennDOT.

Supervisor Beers made a **MOTION**, seconded by Supervisor Moyer, to approve the Final Plan Revision conditional on staff’s memo dated August 3, 2021. The motion was approved unanimously, 5 to 0.

2. Concept Sketch-Parkside at Lampeter

Dwight Yoder, Gibbel Kraybill and Hess LLP, provided an overview of the history of Parkside at Lampeter. He presented the concept of a Text Amendment that would allow for a reduction of green space within the NDO due to the close proximity to Village Park. This suggested change would increase the number of dwelling units per acre.

Bill Swiernik, David Miller Associates, displayed a concept sketch of Parkside at Lampeter, in an NDO form. It includes 145 dwelling-36 apartments, 46 townhouses, 30 semi-detached homes and 33 single family homes. It has two main points of connection: Lampeter Road and the driveway into the park. A reduced green area with walking pathways is included, as well as a pathway from the Municipal building to the park. An HOA will be established for areas other than individual dwelling lots. The property is serviced by sewer and water. The streets would be offered for dedication. Improvements to park entrance are proposed. Initial traffic evaluation and trip generation show that a center left turn lane is not need but this would need to be confirmed with PennDOT and the Township’s traffic engineer.

Attorney Yoder stated that this property is in the Residential Village zoning district. This type of zoning works well for NDO, which allows for the Supervisors through the conditional use review process a lot of flexibility to provide some relief from certain design criteria. The NDO limits the modifications to two areas: density and open space. The amount of open space can be decreased from 45% to 30% with incentives. The concept proposes that for parcels of land that adjoin a park of 40 acres or more, that during the conditional use process, the Board would have ability to allow the open space minimum requirement be lowered to 15%, in exchange the developer has to pay a fair market value of the land to be used for improvements in the adjoining park, which would benefit the neighborhood and community.

The developer could then increase the density per acre, thus maximizing land use and infrastructure.

Supervisor Beers commented that NDO allows for 5.1 dwellings per acre. The concept sketch shows 6.7 (with incentives) dwellings per acre; 7.0 dwellings per acre would be preferred by the developer. Supervisor Beers commented that type of plan could harm infrastructure, particularly Lampeter Road and Village Road. He is hesitant to add traffic to this area and is concerned about the three access points. He felt that the NDO as created, allowed for different types of development type, style of housing, and options for developers. Supervisor Beers questioned if the plan included space for decks or patios. Mr. Swiernik said that the housing area of the plan was inclusive of them.

Supervisor Moyer stated that he felt that the park was for the Township and the open space for the development.

Supervisor Hershey is not happy with the NDO used this way.
Going from 45% to 15% of open space, adds roughing 45 dwelling units.

Public comments: Charles King, 2534 Willow Street Pike, and Bob Doyle, 310 Broadmoor, are concerned about density. Mr. Doyle is also concerned about traffic studies that say marginal impact when it seems to be an appreciable impact.

The Board was not interested in pursuing a Text Amendment to change open space requirements and density.

Attorney Yoder remarked that it was his understanding that there would need to be some sort of agreement reached with the Township in regards to using the entrance to Village Park and the YMCA. There was never a formal agreement made because the project was delayed. Concern for access was expressed. The Supervisors directed staff to begin this process.

MONTHLY REPORTS

1. Treasurer's Report

Revenues

Revenue for the period ending July 31, 2021 totaled \$5,578,535, an increase of \$1,030,016 from 2020. Included in the 2021 revenue is funding from the American Rescue Plan and the Cares Act totaling \$962,337. Excluding these Federal funds, revenue increased \$67,679 from 2020.

- Real Estate Tax collection totaled \$1,718,152, increasing \$132,239 from 2020.
- Earned Income Tax totaled \$1,271,639, increasing \$37,342 from 2020.
- Local Service Tax totaled \$123,611, decreasing \$6,525 from 2020.
- Real Estate Transfer Tax totaled \$194,770, increasing \$15,055 from 2020. August's distribution totaled \$27,473, which makes year to date \$243 more than 2020, but \$17,164 less than 2019. (See note)
- Building Permit Fees totaled \$109,516, decreasing \$96,166 from 2020. (See note)
- Zoning Fees totaled \$18,260, an increase of \$690 from 2020.
- Contracted Inspection Service Fees totaled \$31,936, decreasing \$1,744 from 2020 and \$38,334 from 2019.
- Current Refuse and Recycling Fees totaled \$547,150, increasing \$6,771 from 2020.
- General Fund interest earnings totaled \$4,577, decreasing \$21,418 from 2020.
- Cable Television Franchise Fee totaled \$152,871, which is a decrease of \$41,638 from 2020. The second quarter distribution for 2021 was not received until first week of August.
- Miscellaneous Revenues totaled \$1,150,133, increasing \$972,876 from 2020. This figure includes the second round of CARES ACT money totaling \$127,600, the first half of the American Rescue Plan funds totaling \$834,737, and the IIC refund from 2020 totaling \$182,366.

Expenditures

Total expenditures for the period ending July 31, 2021, excluding Capital Reserve Transfers, totaled \$3,157,801, which is an increase of \$154,238 from 2020.

- Police Contracted Services, as well as the expenditures reimbursed by the Friends of the Force, increased by \$41,132 from 2020. This increase is primarily from the purchase of the body cameras and the annual fee for their data storage.
- Police Longevity and Degree Bonus payments made in 2021 totaled \$40,650. The 2020 payments are not reflected in the 2020 expenditures since they were paid at the very end of 2019.

Surplus

The surplus at the end of July 2021 totaled \$2,420,734, an increase of \$875,778 from 2020. When making the comparison, after adjusting for the Federal funds and the Police Longevity and Degree Bonuses, the surplus has decreased from 2020 by \$45,908.

Notes

- Real Estate Transfer Tax continues to decline with the decrease in inventory of real estate in the township for sale.
- Building Permit Fees continue to show a large drop when compared to 2020 fees collected. Much of that difference can be attributed to the South Pointe project where permit fees started being collected in the last quarter of 2019 and continued through all of 2020. Fees collected through July of 2020 for the individual units totaled \$65,275. In addition to this project, there was a project at The Glen where a fee of \$32,500 was collected. When comparing to 2019 year to date, this year's fees have only declined by \$9,352, and even that can be attributed to a Willow Valley project.

Budget workshop dates have been set as well as meetings scheduled with department heads to begin work on the Proposed 2022 Budget.

Paying the Bills

Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers, 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 paving in Jefferson Square Development, Waterfront Estates Drive and Waterfront Drive is completed. Rerouting traffic went well. Pennsy Supply provided a good team of workers. He always requests a 5 to 10% volume of rap material in the asphalt to give a better roadway.

3. Police Report

Chief Wiczkowski remarked that the Surveillance Camera Registry is now active. It is a tool to aid in solving and preventing criminal activity. The registry is free and the data and location of cameras can only be viewed by our officers. Body Worn cameras are operational. Chief Wiczkowski noted that there has been an increase in Fraud reports.

4. Community Development Department Report

Ms. Hickman reported that L-S Early Childhood Center is to be reviewed at the August Planning Commission meeting. Willow Valley has submitted a land development plan for construction of 12 additional cottages. Text Amendment changes are being complied. They include: correction of the Table of Allowable Uses regarding golf courses, grammar, and intent changes related to the NDO and target ranges. The Board requested that language addressing Airbnb's be included in the revision.

5. Township Manager's Report

Ms. McGuire received correspondence from SLISA requesting funds from the Township's ARP monies. This is the second request for funds received by the Township. LEMSA has also submitted a request. Joint Board Meeting agenda is being prepared. Please submit items to be included. Quarryville Borough has requested fire police assistance for the parade; Board granted approval. September 13, 2021 will be the recognition ceremony for the late

Supervisor Patterson's service to the community. Board members are asked to arrive by 6:45 p.m. that evening.

TOWNSHIP ADMINISTRATION MATTERS

1. Ordinance 263-Shentel Franchise Agreement

Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers, to approve the Shentel Franchise Agreement. The motion was approved unanimously, 5 to 0.

2. Revised 2021 Holidays

Supervisor Beers made a **MOTION**, seconded by Supervisor Andrews, to approve the Revised 2021 Holiday schedule. The motion was approved unanimously, 5 to 0.

3. Burn Ordinance Draft

Ms. Hickman introduced a draft Burn Ordinance in which open fires would be permitted for warmth, cooking, ornament, recreation, ceremonial, farming, and training purposes. Location, materials, size, malodorous emissions are included in the ordinance. The Police Department and Code Officials have the authority to order that the fire be extinguished if it is in violation of the ordinance. William Picket, Crestwood Drive, expressed appreciation of the Township hearing and acting on the concerns. The ordinance will be advertised and brought before the Board in September.

4. Refuse and Recycling Bid Document Discussion

The Board reviewed the second draft of bid documents and expressed the desire to continue with the bid process.

OTHER MATTERS

None

With no other business to be conducted, the meeting was adjourned at 8:48 p.m.

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