

**WEST LAMPETER TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING OF September 12, 2022**

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 Sean Alexander, Community Development Director and Assistant Township Manager Amanda Hickman, and Recording Secretary Nancy Mellinger were also present.

PRESENTATION-LANCASTER PUBLIC LIBRARY

Lissa Holland, Lancaster Public Library (LPL), Executive Director, shared the library's mission statement: The Lancaster Public Library inspires, empowers and strengthens our community by connecting people with information, ideas, and enriching experiences. West Lampeter Township has over 4,000 library card holders. West Lampeter residents borrowed materials worth over \$1.1 million dollars. The library is more than just books; the library includes Duke Street Business Center, American Girl dolls, games, museum passes, and an autistic resource center to name a few items. LPL offers the most materials in the county. Sixty-three percent of the Library's annual budget is Library generated. Josh Schwartz, LPL Vice President, Board of Trustees, remarked that a strong library is a sign of a healthy community. He requested the Supervisors please consider increasing their contribution nine percent in 2023 to offset increasing costs of the library. He asked that consideration be given to not dividing contributions among libraries due to the effect on funding formulas.

PUBLIC INPUT PERIOD

None.

MINUTES

Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers, to approve the Minutes of the Regular Meeting of August 8, 2022 as presented. The motion was approved unanimously, 5 to 0.

SUBDIVISION AND LAND DEVELOPMENT MATTERS

1. Sketch Plan-Kendig Square

Bill Swanick, PE, HRG Inc., presented a sketch plan for creating out parcel lots in Kendig Square Shopping Center for the existing Burger King restaurant, the existing PNC Bank, the recently opened Ocean State Job Lots, and the remainder of the Shopping Center and other outparcel areas to remain on a single parcel. The subdivision plan would require zoning relief for building setback, impervious coverage, and parking. Ocean State Job Lot would prefer to own their lot, rather than lease. These would be fee simple, deeded properties. Steve Hovis, Stock and Leader, said that the owners feel the highest and best use of the property is commercial. They wish to maximize the use as commercial, rather than request other uses. Common use and parking agreements are already in place. Approval would not fundamentally change what is seen in the Center. The Board expressed concerns regarding impervious coverage, parking, lot lines, responsibility of utilities, snow maintenance, and loading dock issues. HRG will be submitting an application to the Zoning Hearing Board for the meeting in October.

2. Resolution 17-2022 Planning Module-Willow Valley-Southpointe

Supervisor Breneman made a **MOTION**, seconded by Supervisor Andrews, to adopt Resolution 17-2022 approving the Sewer Module for Willow Valley-Southpointe. The motion was approved, 4 in favor, 0 against, with 1 abstention (Moyer, professional conflict).

MONTHLY REPORTS

1. Treasurer's Report

As clarification regarding the ARPA funds received, West Lampeter Township has claimed \$689,248.18 of the \$1,674,752.41 received as revenue loss replacement. The Final Rule regarding the ARPA funds allows the Township to claim a standard deduction of up to \$10 million as revenue loss replacement over the life of the ARPA program. Prior budget discussions with management and the Board of Supervisors have outlined future revenue

replacement elections with the remaining ARPA funds under this standard allowance. By claiming the standard allowance, the Township is able to allocate the funds to general government services, reallocate reserves to needed projects and streamline reporting regarding the ARPA funds. The Board then has the option to allocate either Capital Reserve funds or General Fund reserves to other projects.

Revenues

Revenue for the period ending August 31, 2022 totaled \$5,423,806, an increase of \$110,421 from 2021.

Expenditures

Total expenditures for the period ending August 31, 2022, increased 123,079 from 2021 in large part due to increased Contracted Hauling Fees.

Surplus

The surplus at the end of August 2022 totaled \$1,712,998, a decrease of \$12,658.

Two of our term investments with PLGIT, totaling \$375,000, matured at the end of August. They have been reinvested for a year term at 3.83%.

The first budget meeting is October 12th.

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.

2. Public Works Report

Mr. Alexander thanked the Board for the opportunity to serve the Township as Public Works Supervisor and Road Master.

3. Police Report

Chief Wiczkowski reported the pool for potential officers is dwindling. The Consortium conducted testing for officers; of the 119 individuals taking the test, only 75 passed the physical portion.

4. Community Development Department Report

Ms. Hickman has received a submission from Parkside at Lampeter. It will go before Planning Commission in October. Capacity requests have been received from Mavis and Tommy's Car Wash. Willow Street Pike Sunoco/Dunkin Donuts have submitted an updated sketch which will go before Planning Commission for comments on Thursday. Signature Stone is requesting to replace a Letter of Credit with a Bond.

Supervisor Beers made a **MOTION**, seconded by Supervisor Moyer, to approve Signature Stone use of a Bond instead of a Letter of Credit for the Improvement Guarantee. The motion was approved unanimously, 5 to 0.

Grouse Point meeting is scheduled for this week. Due to new Federal guidelines regarding e-waste disposal and building traffic patterns, the Community Recycling and Shredding Event scheduled for November 12th is running into issues. Supervisors approved cancelling the event.

5. Township Manager's Report

Ms. McGuire presented a request from the Borough of Strasburg regarding Willow Street Fire Police assistance for the Lancaster Farmland Trust half marathon; approval was granted. Budget meetings will be held on October 16 and November 16, 2022.

TOWNSHIP ADMINISTRATION MATTERS

1. Ordinance 268-Amend Chapter 230 Storm Water Management

Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers, to adopt Ordinance 268 to amend West Lampeter Township Code of Ordinances Chapter 230 with revisions relating to Township's MS4 and administrative provisions. The motion was approved unanimously, 5 to 0.

2. Acknowledge PMRS Minimal Municipal Obligations (Police & Non-Uniform Pensions) for 2023

The Board of Supervisors acknowledged that based on the projected 2022 payroll, the 2023 Minimum Municipal Obligation for the Police Pension Plan is \$190,320 and the Non-Uniform Plan is \$111,827.

3. Resolution 18-2022 Appoint Stormwater Coordinator

Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers, to approve Resolution 18-2022, appointing Carol L. Moulds as Stormwater Coordinator. The motion was approved unanimously, 5 to 0.

OTHER MATTERS

None.

EXECUTIVE SESSION-Personnel Matter

Chairman Hershey announced the Supervisors would enter into Executive Session to discuss personnel matters. No vote will be taken when meeting reconvenes. Executive session began at 8:23 p.m.

The public meeting reconvened at 8:47 p.m.

ADJOURNMENT

With no other business to be conducted, the meeting was adjourned at 8:47 p.m.

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