

**EAST HEMPFIELD TOWNSHIP
BOARD OF SUPERVISORS MINUTES**

DATE AND TIME: June 1, 2016

7:00 p.m.

ATTENDANCE: Board Members:

John D. Bingham
Douglas W. Brubaker
G. Edward LeFevre
H. Scott Russell
W. Scott Wiglesworth

Manager:

Robert S. Krimmel

Assistant Manager:

Cindy A. Schweitzer

Director of Public Works:

Perry T. Madonna

Director of Planning & Development:

Andrew B. Stern

Chief of Police:

Stephen A. Skiles

Engineer:

Robert Visniski

The meeting was called to order at 7:00 p.m. by Mr. Russell, followed by a moment of silence and the Pledge of Allegiance.

- **Public Hearing** – Chairman Russell opened the Public Hearing pertaining to the East Hempfield Township 2016 Comprehensive Plan. Mr. Russell explained the rules and regulations of the Public Hearing. Mr. Stern explained the purpose of the Hearing. He conducted a brief overview of the plan and reviewed the table of contents and long term goals. Mr. Russell publicly thanked all members who served on the Comprehensive Plan Steering Committee and specifically Mr. Stern for his role as primary architect. He noted that East Hempfield Township is one of the first municipalities to adopt Strong Town principles and encouraged all residents to go onto the Township’s website and read the plan. There were no further comments or questions (Board or Public). The Public Hearing was closed at 7:12 p.m. to be discussed later in the meeting under agenda action (a) Comprehensive Plan adoption consideration – Resolution #2016-15.

Public Comment – None

Consent Agenda:

- a) 15-27-FP Kirby Agri Warehouse Establish Escrow of \$216,468.23.
- b) 16-04-FP Gerhart Coffee, Establish Escrow of \$68,909.50.
- c) 16-04-FP Gerhart Coffee, Fee in Lieu of Road Improvements of \$5,737.60.
- d) 16-02-SW Thomas & Carla Carson (1204 Woodworth Dr.) O&M Agreement for Stormwater Management Facilities.
- e) W.O.D. (Workout of the Day) for Water - (Ever Thirst Water Org.) – Park Event on 8/6 (9-12).
- f) Brandon & Renee Schroll – Accept Easement for Centerville Rd. Project.
- g) Approval to pay invoices from all funds covering 5/21/16 – 6/3/16 & totaling \$744,274.08.
- h) Approval of minutes: May 18, 2016.

Following discussion and there being no further comments or questions (Board or Public), the Consent Agenda was **approved** as presented by motion of Mr. Bingham, seconded by Mr. Brubaker and passed by the Board (5-0).

Action items

a) Subdivision/Land Development:

- Village Grande at Millers Run – Mr. Stern presented an overview of the escrow reduction requests in accordance with his memo dated May 27, 2016 and Rob Visniski, Township Engineer explained RAV’s recommendations. Mike Griffiths, President of The Village Grande at Millers Run Homeowners’ Association was present in response to the May 3, 2016 request made by D.R. Horton, Inc. to release the remaining balance of their performance and maintenance bonds. Mr. Griffiths referenced his memo to the Board dated May 26, 2016 and the three items in the June 5, 2014 Site Observation Report being contested by the Association. Chairman Russell assured Mr. Griffiths that the concerns of the Village Grande HOA and their long history of problems with their builder have been duly noted; however, the subdivision escrow process is not the mechanism to address the remaining issues and he recommended the HOA take action through their attorney or any other legal pathway they may have. The following actions were then taken:
 - 02-FP-08 Village Grande, Escrow reduction of \$13,750.00 leaving a balance of \$390,165.49 – Motion was made by Mr. Bingham and seconded by Mr. LeFevre to accept and **approve** the recommendation of the Township Engineer for Village Grande Plan #02-FP-08 and release improvement escrow of \$13,750.00 leaving a balance of \$390,165.49. The motion passed (5-0).
 - 03-FP-41 Village Grande, Phase 2, Escrow reduction of \$489,264.60, leaving a balance of \$9,370.68 – Motion was made by Mr. LeFevre and seconded by Mr. Bingham to accept and **approve** the recommendation of the Township Engineer for Village Grande Plan #03-FP-41 and release improvement escrow of \$489,264.60 leaving a balance of \$9,370.68. The motion passed (5-0).
- 16-04-FP Gerhart Coffee – Following discussion, motion was made by Mr. Wiglesworth and seconded by Mr. Brubaker to **approve** Stormwater Management Operations and Maintenance Agreement for Plan #16-04-FP, Gerhart Coffee. The motion passed (5-0).
- Comprehensive Plan Adoption Consideration – Resolution #2016-15 – Following discussion, and there being no further comments or questions (Board or Public), motion was made by Mr. Bingham and seconded by Mr. LeFevre to **approve** Resolution #2016-15 adopting the 2016 East Hempfield Township Comprehensive Plan. The motion passed (5-0).

- 16-03-PP: State Road Commerce Park, Preliminary Plan – Mr. Stern reviewed the project and explained the plan modifications. Jim Clymer, HRG, was present representing the owner. After discussion, the following actions were taken:
 - Motion was made by Mr. LeFevre and seconded by Mr. Bingham to **conditionally approve** modifications #2, 3, 4, 5, 6 and 7, subject to staff and engineer comments. The motion passed (5-0).
 - Motion was made by Mr. Wiglesworth and seconded by Mr. Bingham to **approve** State Road Commerce Park, Preliminary Plan #16-03-PP, conditioned on resolution of all remaining staff and engineering comments, within 90 days of plan approval, unless extended by the Board for cause shown, or plan approval will be null and void. The motion passed (5-0).
- 15-12-RZ: John and Lori Landis, 1896 Colebrook Road -
 - Accept withdrawal of rezoning request – Following discussion, motion was made by Mr. Bingham and seconded by Mr. Brubaker to **accept** the withdrawal of rezoning request 15-12-RZ by John and Lori Landis for property at 1896 Colebrook Road. The motion passed (5-0).
 - Waive Subdivision for leasehold – Following discussion, motion was made by Mr. Brubaker and seconded by Mr. Wiglesworth to **waive** subdivision for the leasehold of the former farm stand building at 1896 Colebrook Road, State Road side, with the condition that the building be used in accordance with Zoning Hearing Board decision #2346. The motion passed (5-0).
- b) Old Rohrerstown Rd. Bridge ‘Letter of Work Order Amendment’ to account for \$26,170 Norfolk Southern review fees and resolution #2016-16, authorizing signature. Mr. Krimmel explained the request received from PennDOT in their letter dated May 16, 2016. Following discussion, motion was made by Mr. Brubaker and seconded by Mr. Bingham to **adopt** Resolution #2016-16 **authorizing** the signing and submittal of the Old Rohrerstown Road Bridge ‘Letter of Work Order Amendment’ for Amendment B for Master Reimbursement Agreement 08A131 between the Commonwealth of Pennsylvania and East Hempfield Township, for State Route (SR) 71-1, Section BRG Old Rohrerstown Road Bridge Replacement project to account for \$26,170 Norfolk Southern review fees. The motion passed (5-0).
- c) Employee Manual - modification to education benefit to add doctorate (section 418). Mr. Krimmel explained the modification. Following discussion, motion was made by Mr. Bingham and seconded by Mr. Brubaker to **amend** Section 418 of the Employee Manual to include reimbursement for a doctorate program as outlined in Admin/Finance Group memo dated June 1, 2016. The motion passed (5-0).

Old Business

- Kimmel Bogrette – police building expansion project – Martin Kimmel, Kimmel Bogrette, presented the revised proposal dated May 2, 2016 for Phase II services for the renovation and expansion of the police facilities at East Hempfield Township utilizing overhead and hard copy visuals along with an indepth commentary relating to the written proposal to complete Step II which will transform the schematic drawings and renderings into detailed technical drawings for bidding and construction. Following lengthy discussion, motion was made by Mr. LeFevre and seconded by Mr. Wiglesworth to *accept* the proposal from Kimmel Bogrette dated April 26, 2016 and revised May 2, 2016 at a fee amount not to exceed \$327,850 with the understanding that through the design development stage there may be professional work and requisition of parts and materials that we, as a Township, have qualified staff to perform. The motion passed (5-0).

New Business

- Alternate Members for Planning Commission – discussion. Mr. Stern led the discussion and reported the Planning Staff recommends that the Board of Supervisors consider appointing at least one alternate member to the Planning Commission. The Board concurred and requested Mr. Stern to discuss with the Planning Commission.
- Insurance renewal – Informational. Mr. Krimmel provided information pertaining to options considered for the 2016-17 renewal. He reported that coverage has been bound effective 5/29/2016. He also noted the Township risk assessment is scheduled for June/July after which possible additional coverages will be further considered.

Manager's Report

1. Centerville Road North - Mr. Krimmel met with the last property owner that requires approval on ROW acquisition. The meeting was productive and he now has a proposal reflecting the agreed upon improvements.
2. Four Seasons Land Lease - no additional information from the Redevelopment Authority. Mr. Krimmel will call the Executive Director and will forward anything he receives.
3. Dream Park Fund Raising - Mrs. Schweitzer and Ben Craddock have submitted a request to DCNR for an additional \$75,000 for the Dream Park Project. We won't hear the results until the end of June; however, the staff of DCNR is supportive and will be recommending it to their amendment committee.
4. Spooky Nook Sports Fire Police – Mr. Krimmel and Chief Skiles met with representatives of East Petersburg Borough and East Petersburg Fire Company to discuss the procedure to have Spooky Nook employees become members of East Petersburg Fire Company, (EPFC) and train to become fire police. This is something the owner of Spooky Nook Sports would like to pursue but the process is complicated due to the Township previous arrangement with the Hempfield Fire Company and Spooky Nook Sports. Mr. Krimmel's understanding is that the Nook employees are

not members of Hempfield Fire Company and very little has been done to move forward with this process. He provided a letter from Attorney Steve Kraybill which outlines some steps that would need to be taken to make the transition to East Petersburg Fire Company.

5. Police SUV Replacement - Mr. Krimmel authorized purchase of a new Ford Explorer for the police department to replace the 2014 vehicle that was involved in an accident. The insurance company declared the vehicle totaled and will pay us \$16,796 for the old SUV and we will need to add about \$14,000 to pay for the new one. There was a vehicle available for immediate purchase at our costars dealer which prompted the quick decision.
6. Historic Houses Survey – A third meeting was held last week and Mrs. Schweitzer gave a brief status report. The surveys have been completed by the teams and staff will now begin the compilation of the new information. A final meeting will be scheduled in the future to analyze the results and develop a finalized list of historic properties for East Hempfield.

Adjournment

By unanimous consent of the Board, Mr. Russell adjourned the meeting at 9:48 p.m.

Respectfully submitted,

Robert S. Krimmel, Manager/Secretary