

**EAST HEMPFIELD TOWNSHIP
BOARD OF SUPERVISORS MINUTES**

DATE AND TIME: August 3, 2016

7:00 p.m.

ATTENDANCE: Board Members:

Douglas W. Brubaker
H. Scott Russell
W. Scott Wigglesworth

Manager:

Robert S. Krimmel

Assistant Manager:

Cindy A. Schweitzer

Director of Public Works:

Perry T. Madonna

Director of Planning & Development:

Andrew B. Stern

ABSENT:

John D. Bingham
G. Edward LeFevre
Stephen A. Skiles

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 Comment - None

Consent Agenda:

- a) Approval to pay invoices from all funds covering 7/23/2016 - 8/5/2016 & totaling \$487,363.39
- b) Approval of minutes: July 20, 2016

Following discussion and there being no further comments or questions (Board or Public), item (a) of the Consent Agenda was *approved* as presented by motion of Mr. Brubaker, seconded by Mr. Wigglesworth and passed by the Board (3-0). Item (b) was approved by motion of Mr. Wigglesworth, seconded by Chairman Russell and passed by the Board (2-0-1) with Mr. Brubaker abstaining due to being absent at the July 20, 2016 Board of Supervisors meeting.

Action items:

a) Subdivision/Land Development:

- 13-05-FP2: Landis Farm – Mr. Stern reviewed the plan and Mr. Russell commented on the developer’s good work and positive comments received from residents. After discussion the following actions were taken:
 - Motion was made by Mr. Wigglesworth and seconded by Mr. Brubaker to *approve* revised phasing plan for Landis Farms, Preliminary Plan 13-05-PP. The motion passed (3-0).
 - Motion was made by Mr. Brubaker and seconded by Mr. Wigglesworth to *approve* Landis Farms Phase 2, Final Plan 13-05-FP2, 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 (3-0).

- Motion was made by Mr. Brubaker and seconded by Mr. Wiglesworth to **establish** escrow for public improvements in the amount of \$709,533.55 for Landis Farms Phase 2, Final Plan 13-05-FP2. The motion passed (3-0).
 - 15-24-FP: The Elms, Time Extension – Mr. Stern presented the request for time extension dated July 26, 2016 submitted by Brubaker, Connaughton, Gross & Lucarelli LLC on behalf of MBI Development Company, Inc. in connection with the development of The Elms. Following discussion, motion was made by Mr. Brubaker and seconded by Mr. Wiglesworth to **approve** a time extension to August 3, 2017 to satisfy outstanding conditions of the May 18, 2016 Board of Supervisors' conditional approval of The Elms, Plan 15-24-FP. The motion passed (3-0).
 - Planning Commission alternates – Mr. Stern reviewed his memo dated July 28, 2016 regarding appointing alternate members to the Planning Commission. Following discussion, motion was made by Mr. Wiglesworth and seconded by Mr. Brubaker to **authorize** staff to begin the process to appoint two alternate members to the Planning Commission. The motion passed (3-0).
 - Lancaster County Planning Commission – Memorandum of Understanding. Mr. Stern reviewed his memo dated July 28, 2016, the attached letter from the LCPC and an updated version of the 2008 agreement. Following discussion, motion was made by Mr. Wiglesworth and seconded by Mr. Brubaker to **authorize** entering into the Memorandum of Understanding with Lancaster County Planning Commission. The motion passed (3-0).
- b) Agreement to be granted electronic access to PennDOT systems – Resolution 2016-21. Mr. Krimmel and Mr. Madonna explained the agreement to authorize electronic access to PennDOT systems (Political Subdivisions). Following discussion, motion was made by Mr. Brubaker and seconded by Mr. Wiglesworth to **adopt** Municipality/Authority Resolution #2016-21 as presented. The motion passed (3-0).
- c) Municipal Authority – acceptance of resignation of Ted Ayers effective 7/31/2016. Motion was made by Mr. Brubaker and seconded by Mr. Wiglesworth to **accept**, with deepest regret and all best wishes, the tendered resignation of Ted Ayers, Jr. from the Municipal Authority of East Hempfield Township effective July 31, 2016. The motion passed (3-0). Motion was made by Mr. Wiglesworth and seconded by Mr. Brubaker to **authorize** moving forward with the process of selecting someone to fill the vacant position. The motion passed (3-0).
- d) Lebanon Farms – final extension of trash/recycling contract. Mr. Krimmel explained the contract and renewal procedure. Following discussion, motion was made by Mr. Brubaker and seconded by Mr. Wiglesworth to **extend** the current refuse disposal/recycling contract with Lebanon Farm Disposal, Inc. for one additional year (2017) at a unit price of \$92.37. The motion passed (3-0).

- e) Dreampark change order – Mrs. Schweitzer presented and explained the requested Dreampark change order to add an arched rung climber component. Motion was made by Mr. Wiglesworth and seconded by Mr. Brubaker to *accept* Change Order #1 as presented and discussed. The motion passed (3-0).

Old Business – None

New Business – None

Manager's Report

1. ~~918 Nissley Road~~: Mr. Krimmel reported he reviewed the Board's concerns regarding rental of the property with our employee, Alex Deering, and Mr. Deering is still interested in leasing the house even though it could be a short-term arrangement. Following discussion, the Board agreed to move forward with particulars involving leasing the property and will further discuss at the next Board meeting.
2. ~~Update on Road Projects~~: Progress continues on the ROW process for Old Rohrerstown Road Bridge. A meeting is scheduled at PennDOT, August 29, 2016.
3. ~~Dream Park meeting~~: Meetings are now being held every two weeks with the last one on Monday, July 25, 2016. Mr. Krimmel asked if the Board desires to have their individual names on the dedication plaque recognizing the Township, 'East Hempfield Township Board of Supervisors' or simply 'East Hempfield Township'. This matter will be placed on the next Board meeting agenda.
4. ~~Township street paving progress~~: All the streets will be finished paving by the end of August 5, 2016 if weather permits.
5. ~~Historical Structure Survey Update~~: Mrs. Schweitzer has reported that the computer documentation is nearly complete. Eight (8) more properties need photos to go along with their write-up so that the committee can meet and finalize the list that will represent the official list of historical properties in the Township. It should be completed in August and a notice will be sent out to the committee members for a meeting in September.
6. ~~Police Department Expansion~~: This past week the sub-contract designers were out to view the various mechanical workings of the current building. Mr. Madonna assisted the designers in their information gathering. A project schedule was included in the Board packet for tonight's meeting.
7. ~~Building Code Violations~~: The planning department is dealing with a series of property violations in the Rohrerstown area; one owner, concerning construction and occupying

renovated buildings that did not obtain building permits or use and occupancy permits. The Board will be kept informed regarding these violations. Jon Beck and Steve Brandvold are to be commended on their persistence in discovering these violations.

8. ~~Telecommunication Audit~~: Mr. Krimmel has been contacted by Spyglass Group, LLC to perform an audit on our communication billings from vendors. This would include an agreement of payment based on what the firm would save us or services we could eliminate. He provided their proposal and a copy of the agreement. There has been no response to his request for a list of agencies who have utilized the service. The Board agreed with Mr. Krimmel and Mrs. Schweitzer's recommendation not to move forward on this at the present time.
9. ~~Little Conestoga~~: Mr. Krimmel discussed a letter received from the Little Conestoga Watershed dated July 27, 2016. Copy of this letter was previously provided to the Board.
10. ~~Four Seasons Golf Course~~: Mr. Krimmel shared the new aerial video tour of the Four Seasons Golf Course. This video is an excellent marketing tool and has been posted to the Golf Course web site.

Adjournment

By unanimous consent of the Board, Mr. Russell adjourned the meeting at 8:00 p.m.

Respectfully submitted,

Robert S. Krimmel, Manager/Secretary