

**EAST HEMPFIELD TOWNSHIP
BOARD OF SUPERVISORS MINUTES**

DATE AND TIME: October 5, 2016

7:00 p.m.

ATTENDANCE: Board Members: John D. Bingham
G. Edward LeFevre
H. Scott Russell
W. Scott Wiglesworth

Manager: Robert S. Krimmel
Assistant Manager: Cindy A. Schweitzer
Director of Planning & Development: Andrew B. Stern
Zoning Officer: Jon Beck
Chief of Police: Stephen A. Skiles

ABSENT: Douglas W. Brubaker
Perry T. Madonna

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.

Visitors:

- Robert Pickel – recognition of years of service upon his retirement on June 1st – Resolution #2016-27. Mr. Russell read the Resolution and asked Mr. Pickel to come forward for presentation of the Resolution and an engraved clock commemorating thirty-three years of service to the residents of East Hempfield Township helping to maintain roadways and park facilities. Mr. Russell also noted that Mr. Pickel continues his service to the Township by currently serving as Acting Fire Chief at the Hempfield Fire Department. Motion was made by Mr. LeFevre and seconded by Mr. Bingham to **adopt** Resolution #2016-27 thanking Robert E. Pickel Sr. for his commitment and service to East Hempfield Township and its residents. The motion passed 4-0.
- Presidential Candidate Rally, Spooky Nook Sports, Saturday, October 1, 2016 – Chief Stephen Skiles and EMC Diane Garber reported on the outstanding example of coordination, and teamwork between East Hempfield Township and various local municipalities, Fire, EMS, Hazmat, Police and numerous other individuals. Multiple agencies were on-site to ensure order and safety including but not limited to Spooky Nook Sports representatives and fire police, Public Safety Specialist Richard Garber, the Secret Service, State Police, SERT, DA, LCWC, SCTF-PIO, and SVEMS. Confirmation that the rally would definitely be taking place at Spooky Nook Sports on Saturday, October 1, 2016 was received at 9:00 a.m. Thursday, September 29th, presenting an immediate challenge with only two days to prepare. Mr. Russell thanked Chief Skiles, Diane Garber, and Lts. Marsh and Brubaker for their efforts, resources and exemplary results. Mr. Krimmel commented that very positive comments were received from the Secret Service, South Central Task Force and many others regarding the high level of professionalism in getting all contingencies in place. Mr. Bingham praised the high level of communications and reiterated that working together and in agreement is the key factor in circumstances such as this. A letter is being developed to thank everybody involved in this event.

Chief Skiles reported total cost of the Trump Rally to be approximately \$60,000 with \$20,000 of that amount incurred by East Hempfield Township. The remaining \$40,000 will be absorbed by the other municipalities and service providers as no reimbursement for hosting this type of venue will be forthcoming by the Candidate or Federal or State government. A combined meeting of municipalities and service providers is planned to utilize this experience to develop specific crisis management plans.

Public Comment – None

Consent Agenda:

- a) 09-22-FP, Landisville Mennonite Church escrow reduction of \$6,430.45 leaving a balance of zero
- b) 13-05-FP1: Landis Farm Phase 1, Escrow reduction of \$1,116,007.74, leaving a balance of \$960,889.71
- c) Approval to pay invoices from all funds covering 9/24 – 10/7, 2016 & totaling \$502,602.39
- d) Approval of minutes: September 21, 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. Wiglesworth, seconded by Mr. Bingham and passed by the Board (4-0).

Action items:

- a) Planning and Development:
 - Zoning Text Change Petition Regarding Commercial Day Care: Authorization to forward to EHT and Lancaster County Planning Commissions. Mr. Stern reviewed the petition. Following discussion, motion was made by Mr. Bingham and seconded by Mr. Wiglesworth to **forward** the zoning ordinance text change petition regarding Commercial Day Care Facilities to the East Hempfield Township and Lancaster County Planning Commissions for review and comment. The motion passed (4-0).
 - 16-03-FP1; State Road Commerce Park. Mr. Stern led discussion after which the following actions were taken:
 - Final Land Development Plan - Motion was made by Mr. Wiglesworth and seconded by Mr. Bingham to **approve** State Road Commerce Park, Final Plan Phase 1, Plan #16-03-FP1, 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 (4-0).
 - Establish Escrow for Lot 1 in the amount of \$15,004.80. Motion was made by Mr. Bingham and seconded by Mr. Wiglesworth to **establish** escrow for Lot 1 in the amount of \$150,004.80. The motion passed (4-0).

- Establish escrow for Lot 2 in the amount of \$530,560.80. Motion was made by Mr. LeFevre and seconded by Mr. Bingham to **establish** escrow for Lot 2 in the amount of \$530,560.80. The motion passed (4-0).
 - Approve Stormwater Management Operations and Maintenance Agreement – Motion was made by Mr. Bingham and seconded by Mr. Wiglesworth to **approve** the Stormwater Management Operations and Maintenance Agreement. The motion passed (4-0).
 - Memorandum of Understanding and Financial Security. Motion was made by Mr. Wiglesworth and seconded by Mr. Bingham to **approve** the Memorandum of Understanding and Financial Security. The motion passed (4-0).
- b) Holland Street Bridge – McCormick Taylor time extension request for Part 1 of their contract. Mr. Krimmel reviewed the September 19, 2016 request from Matthew A. Goudy, PE, McCormick Taylor for a time extension for Part 1 of their contract. Following discussion, motion was made by Mr. LeFevre and seconded by Mr. Bingham to **extend** Part 1 of McCormick Taylor preliminary engineering contract until October 9, 2017 as requested to ensure that all approvals are in order. The motion passed (4-0).
- c) Planning Commission Alternates – Ratification of 9/21/16 Board action-Resolution #2016-28 appointing Brian Biggs and Linda Diperna as Planning Commission alternates until January 1, 2020. Mr. Stern reviewed the resolution. Following discussion, motion was made by Mr. Bingham and seconded by Mr. Wiglesworth to **adopt** Resolution #2016-28 appointing Brian Biggs and Linda Diperna as Planning Commission alternates until January 1, 2020. The motion passed (4-0).
- d) Hempfield Water Authority – recommendation to appoint Robert Kreider to fulfill the vacancy left by Ted Ayres (until January 1, 2021). Following discussion, action was tabled until the next Board of Supervisors meeting.

Old Business

- Hempfield Water Authority – review of response letter concerning Gentry Heights waterlines. Mr. Krimmel reviewed the September 22, 2016 letter received from James A. Eshleman, Chairman, MATEH. The Board was pleased that the Water Authority was giving this matter serious consideration and agreeable to keeping continued communications open.

New Business

- Hempfield Water Authority – Notification of submission of SRBC application for water withdrawal from wells W-6 and W-7. Mr. Krimmel explained the purpose of the notice. Following discussion, motion was made by Mr. Bingham and seconded by Mr. LeFevre **authorizing** staff to prepare a letter of support to the SRBC. The motion passed (4-0).

Traffic Commission Report

Mr. Russell reported on the Traffic Commission meeting held at 6:15 p.m.

- **Shreiner Station Road – excessive speed complaint** – Motion was passed to conduct a speed study using the speed radar signs.
- **Snapper Dam Road Bridge – weight limit restrictions** – Based on the McCormick Taylor inspection report dated 7/22/2016 the Commission approved posting the bridge with a 13 ton except combination 23 ton weight limit, install the appropriate signage, and continue to monitor the status of the bridge (every 2 years or sooner if there is a significant flood event).
- **Sharron Drive – excessive speed complaint** – Motion was passed to authorize staff to conduct a speed study to develop a current baseline of traffic patterns on this roadway.

Committee Reports

- Dream Park
 - Mrs. Schweitzer reported the build goal was met despite the poor weather. Everyone was in a good mood and it was a positive, productive community event.
 - Mr. LeFevre reported there was a wonderful turn-out of volunteers and commended the Public Works crew for meeting very considerable milestones. He recognized Township employee, Marinus (Pete) Peters for going above and beyond in assisting the volunteers and exemplifying a positive outlook. There were so many volunteers from varied groups, schools and businesses that contributed. Special recognition to the crew leaders who were present every day of the build and the volunteers from the Mt. Joy build who provided a wealth of knowledge to the project.
 - Mr. Krimmel recommended and the Board agreed that Pete should receive an ‘extra effort’ award for his unending volunteer hours to the project.
 - Mr. Russell recommended making sure thank-you letters are sent to all volunteers.

Other Business

- Fire Police – There was discussion about a memorandum regarding Spooky Nook Fire Police. Individuals working for Spooky Nook will be sworn in as Hempfield Fire Police at the October 19th board meeting. This will allow these individuals to direct traffic during Spooky Nook events and serve as a pool of Fire Police should they be called to service by the Hempfield Fire Department.

Manager’s Report

1. 2017 Budget Progress: The budget process is moving along on schedule. All departments have been reviewed for the first time and adjustments are taking place. One challenge we have faced is the correct amount to budget for MS-4. This will be discussed with all its complexities at the budget meeting on October 27th starting at 4:30 p.m. The draft budget will be given to the Board at the October 19th regular Board of Supervisors meeting.
2. Dream Park Build: Progress continues on the park, rain or shine. On Thursday September 29th, many volunteers were at the park continuing the work throughout the rain. According to the coordinators, the Warfel crew on site was pivotal in keeping the project on schedule!
3. Police Building Design Progress: Mr. Krimmel provided the schedule for the next series of meetings with the police expansion committee and Kimmel-Bogrette. It appears that the build date could begin in the summer of 2017 but not be completed until spring of 2018. We will have a loan proposal for 2017 and can discuss at the budget meeting.
4. Worker Compensation Review: Ms. Schweitzer and Mr. Krimmel attended the Susquehanna Municipal Trust Luncheon, the annual meeting for our worker's compensation insurance pool cooperative. The meeting included a segment on analyzing potential external risks (both weather and human related) and the annual awards presentations. East Hempfield received a plaque for third place for the safety awards which is based on points earned computed from a risk management set of standards. The Township was also awarded a grant to purchase safety equipment or clothing in the amount of \$650.00. This needs to be matched with Township funds. More good news; the Township will receive a dividend distribution of \$7,460.00 for the past four years' safety performance. The Board members and Mr. Krimmel discussed doing a distribution to our employees in the past for their safety conscientiousness in performing their duties. This will be further discussed at the next Board of Supervisors meeting.
5. Hiring the 34th Officer: The county wide testing for Police Officer candidates will be conducted and released very shortly. Mr. Krimmel believes that every police department intends on hiring the best candidate and the top ten or fifteen are hired very quickly. Chief Skiles mentioned that several departments are ready to hire and if we wait until the beginning of the year the best will not be available. There are three potential retirees next year and there is a 4-to-6-month lag time if we wait until someone retires. With the retirements looming, Mr. Krimmel recommended that Chief Skiles be authorized to hire the 34th officer so we are prepared for the eventual and commented that, if authorized tonight, the individual would not be on the payroll until mid-December or January of next year. He further noted that this position has been budgeted for this year and in the 2017 budget and asked that the Board gives this matter utmost consideration as this is the optimal time for hiring. This matter will be scheduled for further discussion and action at the next Board of Supervisors meeting.
6. Resignation of Andrew B. Stern, Director of Planning & Development: Mr. Krimmel announced that Mr. Stern has been offered and has accepted the position of Manager for West Hempfield Township effective October 24, 2016. Mr. Russell stated that Mr. Stern

has raised the East Hempfield Township Planning and Development bar . . . streamlining planning, zoning and code enforcement . . . smoothing the running of meetings by implementing John Bingham's suggested use of a consent agenda and pre-prepared motions . . . in-house development of a Comprehensive Plan . . . and he will be greatly missed. The Board concurred and thanked Mr. Stern for his service to the Township, offering their congratulations and best wishes. Mr. Stern briefly discussed his Municipal history, assured that East Hempfield Township has been his favorite, pledged to assist with the transition process and thanked the Board for the opportunity to serve East Hempfield Township.

7. Executive Session: Mr. Krimmel requested the Board convene at Executive Session immediately following the Board of Supervisors meeting to discuss a personnel matter.

Adjournment

By unanimous consent of the Board, Mr. Russell adjourned the meeting to Executive Session at 8:12 p.m. to discuss a personnel matter. The Executive Session adjourned at 8:55p.m.

Respectfully submitted,

Robert S. Krimmel, Manager/Secretary