

**EAST HEMPFIELD TOWNSHIP
BOARD OF SUPERVISORS MINUTES**

DATE AND TIME: October 19, 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
Zoning Officer: Jon Beck
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.

Visitors:

- Spooky Nook Fire Police. The following Individuals working for Spooky Nook Sports were sworn in as Hempfield Fire Police by Chairman Russell:
Christopher P. Beiler Joseph A. Doubleday Nicole A Valinteno
Christopher D. Leighty Brian W. Lewis
Patrick J. O'Brien Troy D. Steffy

These individuals are now able 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.

Public Comment – None

Consent Agenda:

- a) Cyraco/BQP escrow reduction of \$2,980.49, leaving balance of ZERO.
- b) Department Reports - Golf Course, Public Works, Planning & Development, Police.
- c) Treasurers Report for October 1, 2016 covering all funds:

Beginning Balance	\$10,816,615.53
Income	\$ 1,115,038.28
Expenses	<u>\$ 2,213,900.94</u>
Ending Balance	\$ 9,717,752.87
- d) Invoices from all funds covering 10/8/2016 – 10/21/2016 & totaling \$328,603.95.
- e) Approval of minutes: October 5, 2016.

Mr. LeFevre noted the alarms were down for the month. Mr. Bingham was pleased with the quarterly golf achievements reported and also the income especially since 1/3 of playing days were lost. Jim Micilcavage reported the driving range will open November 18th. Mr. Krimmel provided details regarding the unusually high expenses reported in the Treasurer's Report. There being no further comments or questions (Board or Public), items (a) through (d) of the Consent Agenda were **approved** as presented by motion of Mr. Bingham, seconded by Mr. LeFevre and passed by the Board (5-0). Item (e) was **approved** as presented by motion of Mr. Bingham,

seconded by Mr. LeFevre and passed by the Board (4-0-1) with Mr. Brubaker abstaining due to not being present at the October 5, 2016 Board of Supervisors meeting.

Action items:

a) Subdivision/Land Development:

- Sidewalk Ordinance (2016-04) – adoption consideration. Mr. Stern reviewed the ordinance. Following discussion, motion was made by Mr. Bingham and seconded by Mr. LeFevre to **adopt** Ordinance #2016-04, amending the East Hempfield Township Street & Sidewalk Ordinance to add provisions defining property owner responsibilities, as advertised. The motion passed (5-0).
- 15-23-RFP: Richter Precision Revised Final Plan. Mr. Beck reviewed the Plan. After discussion, the following actions were taken:
 - Motion was made by Mr. Wiglesworth and seconded by Mr. Brubaker to **conditionally approve** modification #1, subject to staff and engineer comments. The motion passed (5-0).
 - Motion was made by Mr. Bingham and seconded by Mr. Brubaker to **approve** Richter Precision's Revised Final Plan #15-23-RFP, 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).
- 16-08-PP: Lime Spring Square, Preliminary Plan. Mr. Beck reviewed the Plan. Chris Vernarchick, RGS Associates, Mike O'Brien, Developer and Attorney Mark Stanley were present. There was discussion and the Board responded to comments from the audience, after which the following actions were taken:
 - Motion was made by Mr. Bingham and seconded by Mr. Wiglesworth to **conditionally approve** modifications #1, 2, 3, 4, 5, 6, and to **defer** modifications #7 & 8 to the final plan process, subject to staff and engineer comments. The motion passed (5-0).
 - Motion was made by Mr. Bingham and seconded by Mr. Wiglesworth to **approve** the Preliminary Plan #16-08-PP for Lime Spring Square, 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).

Mr. O'Brien announced that a grant was received from the State for the highway improvements for Rohrerstown Road and Embassy Drive Extended and expressed his appreciation for the support received for the project.

- 16-11-FP: 194 Cooper Ave, Final Plan. Mr. Beck reviewed the Plan. Bill Swiernik was present on behalf of David Miller Associates. After discussion, the following actions were taken:

- Motion was made by Mr. Wiglesworth and seconded by Mr. Bingham to **conditionally approve** modifications #2, 3, 4, 5, 6, 7, 8, 9, & 10, subject to staff and engineer comments. The motion passed (5-0).
 - Motion was made by Mr. Bingham and seconded by Mr. LeFevre to **approve** the Final Plan #16-11-FP for 194 Cooper Avenue, 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).
- b) Homestead Village at Farmstead: Request waiver from municipal trash collection. Mr. Krimmel reviewed the request and Mr. Stern's memorandum dated October 12, 2016. There is concern in that each of the homes in this development will be on a separate tax parcel and, therefore, are required to have trash service through the Township under the Township's ordinances. The possibility of a reverse subdivision (combining into a single parcel) for this project is under consideration. Pending further discussion, action was **tabled** until such time that the Township is assured that no provisions of the Lebanon Farms contract or a future hauler will be violated.
- c) Authorization to hire 34th Police officer. Mr. Krimmel recapped discussion from the last Board of Supervisor's meeting. Due to budgetary concerns, this matter was **tabled** and will be placed on the agenda for the finance/budget meeting scheduled to be held at 4:30 p.m. on Thursday, October 27, 2016.
- d) Hempfield Water Authority – appointment of Robert Kreider to fill the vacancy left by Ted Ayres (until 1/2021). Following review and discussion of Mr. Kreider's credentials, motion was made by Mr. Brubaker and seconded by Mr. Wiglesworth to **appoint** Robert Kreider to fill the vacancy on the Hempfield Water Authority. The motion passed (5-0).
- e) Accept resignation of Andrew Stern, Director of Planning & Development. Chairman. Russell read the resignation letter received from Mr. Stern. He commended Mr. Stern for his outstanding service to the Township and accolades were forthcoming from the entire Board. It was with regret, that motion was made by Mr. Bingham and seconded by Chairman Russell to **accept** the resignation of Andrew Stern, Director of Planning & Development, effective end of business Monday, October 31, 2016. The motion passed (5-0).
- f) Sale of Used Equipment and Vehicles – Mr. Madonna reviewed bid results as presented in his memorandum dated October 13, 2016. Following discussion, motion was made by Mr. LeFevre and seconded by Mr. Brubaker to **accept** the bids as presented. The motion passed (5-0). The Board agreed that the 9 assorted bicycles, for which no bids were received, would be donated to a non-profit organization if possible.
- g) Storm Water Facilities Easement Agreement – Mill St. & Rohrerstown Rd. Mr. Krimmel reviewed the Agreement. Following discussion, motion was made by Mr. Bingham and seconded by Mr. Brubaker to **authorize** signing and execution of the Storm Water Facilities

Easement Agreement between East Hempfield Township and Lime Spring Properties LP, 712 Rohrerstown Road. The motion passed (5-0).

Old Business - None

New Business – None

Board Group Reports

- **Public Safety** – Mr. LeFevre reported that the committee met last Thursday, October 19th and in addition to discussing the hiring of the 34th police officer, dealt primarily with several after-the-fact budget requests received from the Rohrerstown Fire Company, which included reimbursement for equipment purchases, exterior building work and lack of communication regarding a grant. Keith Falco has prepared a proposal for architectural services in connection with the Fire Company building repairs. Mr. Russell noted that, out of fairness and from a merit perspective, a monetary adjustment should be made to the East Petersburg Fire Company. There also was discussion regarding bringing the part time administrative position back from Manheim Township through the hiring of a Fire Services Administrator/Emergency Coordinator. The committee is reviewing the financials of each of the fire companies to better understand their financial needs. All information will be taken to next week's budget meeting.
- **Dream Park** – Mr. LeFevre reported that the playground has been graded and sodded. Mr. Russell reminded about thanking the Board, Staff, committee and all volunteers and suggested recognizing them at the dedication ceremony being held at 2:00 p.m. Sunday, October 23rd. The committee will be asked to provide a list of volunteers and everyone was encouraged to attend the ceremony.
- **Finance** – Mr. Krimmel raised the subject of disbursement of workers comp rebates and suggested that every employee receive a \$100 gift card. The Board concurred.
- **MS4** – Mr. Stern and Mr. Beck attended DEP training on the upcoming NOI for the 2018 MS4 Permit. The internal deadline for the Township is June 1st for everything to be done and advertised instead of the September 16-17 DEP deadline to send the actual application for the permit. RAV and Land Studies are collectively working on the technical aspects that will be needed to map and prepare for the 2018 permit submission. The Township has to develop a plan of projects that will address the 10% sedimentation reduction attributed to the Chesapeake Bay Pollution Reduction Plan and additionally the individual sedimentation nitrate and phosphorus reductions for each impaired waterway within the Township. DEP is encouraging inter-municipal agreements with regard to impaired waterways. There is some interest from some of the other municipalities to partner. Right now, the base model is the Little Chiques Creek Water Shed Group. Mr. Stern and Mr. Beck are working together now and will continue in the future to try to drive an inter-municipal agreement for the Little Conestoga.
- **Little Conestoga** - Mr. Stern reported he has been working with Mike Kyle of LASA to improve communications with the Little Conestoga group. To that end a meeting is

scheduled for 9:00 a.m. Monday, October 31st at the Lancaster Farm Center. Area managers, planners, supervisors or representatives are being invited. Mr. Stern will send an “invite” to the Board.

Traffic Commission Report - Mr. Russell reported on the action items from the Traffic Commission meeting held this evening.

- **Wheatland Hills/Glenbrook Community** - Requests were received from the Wheatland Hills/Glenbrook Community to address some observed issues of traffic within the community. Mr. Madonna is costing out options and will present at the next meeting.
- **Handicapped Placard** – A handicapped parking space was approved for 2205 Wood Street (expiring in 5 years but subject to renewal).

Manager’s Report

1. 2017 Budget Progress: Mr. Krimmel provided a draft of the proposed 2017 Budget and reminded that the budget meeting is scheduled for Thursday, October 27th at 4:30 p.m. The proposed budget has a few changes but mainly follows the same amount of services and personnel except in public works. The salary increase in the public works line items reflects the wages and benefits for the two new hires for 2017. The overall increase in general fund is proposed at 4.5 % mostly due to the two new hires. Some issues on fire services were discussed at the Finance Workshop Committee meeting on Monday, October 17th and recommendations inserted.
2. Dream Park Build: Work continues on the park and will continue up until the grand opening on October 23 at 2:00 p.m. The public works crew, help from USA Turf and volunteers have cleaned and prepared the landscape surrounding the park for the last week. Some final lumber and trim still needs to be completed.
3. Police Building Design Progress: The design committee met on Monday, October 17th in the afternoon.
4. Dairy Road Emergency exit: Mr. Krimmel had a meeting with PennDOT on Monday, October 17th and reported that work on the exit ramp is eminent.
5. Mill Street Storm Water Project: The last stormwater and road project of the year is on schedule to be completed as planned. This small but important project in Rohrerstown will aid in the drainage of the intersection of Catherine and Mill St. and improve the road surface on the North side of Rohrerstown.
6. Driving range Installation: The area of the 4 Seasons property designated for the driving range has been staked out by the contractor. Work started the week of October 17th and will take 7 or 8 days to complete.

7. Tree Planting – Mr. Krimmel referred to Chairman Russell’s memo regarding a grant for trees that could be planted on the Township’s properties as part of the Chesapeake Bay Foundation and the possibility of having Scouts plant the trees.
8. Planning Commission – For informational purposes, Mr. Krimmel provided copy of a letter from Keith Falco who does not wish to be appointed to another term when his current term ends in January 2017. No action was necessary at this time.
9. Executive Session: An Executive Session was held October 5, 2016 immediately following the Board of Supervisors meeting to discuss a personnel matter.

Adjournment

By unanimous consent of the Board, Mr. Russell adjourned the meeting at 9:04 p.m.

Respectfully submitted,

Robert S. Krimmel, Manager/Secretary