

**EAST HEMPFIELD TOWNSHIP
BOARD OF SUPERVISORS MINUTES**

DATE AND TIME:	February 7, 2018	7:00 p.m.
ATTENDANCE:	Board Members:	Thomas A. Bennett Douglas W. Brubaker G. Edward LeFevre H. Scott Russell W. Scott Wiglesworth
	Manager:	Robert S. Krimmel
	Assistant Manager:	Cindy A. Schweitzer
	Director of Planning & Development:	Jon E. Beck
	Director of Public Works:	Perry T. Madonna
	Police Chief:	Stephen A. Skiles

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

New Police Officer

- o Swearing In of New Police Officer. Police Chief Stephen A. Skiles introduced Tyler Clisham who was sworn in as an East Hempfield Police Officer in a ceremony conducted by Chairman Brubaker. He was welcomed by all members of the Board, Police Department, public, friends and family.

Visitors

- o Members of Boy Scout Troop 83 working on their community service and citizen badges were present.

Public Comment (non-agenda items only) - None

Consent Agenda:

- a. 16-02-SW Carson Residence 1204 Woodworth Dr. Financial Security Release
- b. 17-02-FP Wilson Ave. Subdivision Park & Rec Financial Security Release
- c. 13-15-FP Lime Spring Square Phase 1 & Phase 2 Financial Security Reduction
- d. Approval to pay invoices from all funds covering 1/20/2018 – 2/9/2018 & totaling \$730,908.83.
- e. Approval of minutes: January 17, 2018

Following discussion and there being no further comments or questions (Board or Public) the consent agenda was **approved** by motion of Mr. Russell, second by Mr. LeFevre and passed unanimously by the Board (5-0).

Action itemsa. **Development Services:**

- **17-28-RFP The Farmstead – Lime Spring Farm - Noll Dr.**
 - Plan Withdrawal Acknowledgement – Mr. Beck reviewed correspondence received from Rettew Associates officially withdrawing the Revised Final Subdivision and Land Development Plan dated January 24, 2018. Following discussion, motion was made by Mr. Bennett and seconded by Mr. Wiglesworth to **acknowledge** the withdrawal of Plan #17-28-FP for the Farmstead at Lime Spring Farm as presented. The motion passed (5-0).
 - Request for 18-month Extension to File Lot Consolidation Plan - Mr. Beck reviewed Attorney Mark Stanley's letter dated January 31, 2018 requesting that the Township extend the one (1) year period referenced in the letter by eighteen (18) months and Mr. Krimmel's letter dated February 6, 2017 to Homestead Village, Inc. pertaining to the residential trash service agreement established between East Hempfield Township and Homestead Village. Mr. Rodney L. Fenstermacher, Project Manager at Homestead Village, was present to answer questions. Following discussion, motion was made by Mr. Russell and seconded by Mr. Wiglesworth to **approve** the 18-month extension for Homestead Village to submit a lot consolidation plan for the Farmstead at Lime Spring Farm development, pursuant to the residential trash service agreement established between East Hempfield Township and Homestead Village on February 1, 2017. The motion passed (5-0).
- **17-29-LAOP 2625 Pennwood Rd. Lot Add-On Plan.** Mr. Beck summarized various aspects associated with the Final Lot Add-On Plan for the project. Copies of communications relating to the project were provided and reviewed. Steven P. Gergely, RLA, Harbor Engineering, Inc., and Mark Peteritas, owner of the property were present. After discussion, the following actions were taken:
 - Modifications approval – Motion was made by Mr. Russell and seconded by Mr. LeFevre to **approve** Modification #1, #2, and #3 subject to staff and engineer comments, as outlined in DM/A letter dated January 9, 2018. The motion passed (5-0).
 - Final Plan approval – Motion was made by Mr. Bennett and seconded by Mr. Russell to **approve** Final Plan #17-29-LAOP for the 2625 Pennwood Rd. Lot Add-On Plan, subject to all staff and engineer comments. The motion passed (5-0).

- b. **Gentry Heights Sidewalk Survey Results.** Mrs. Schweitzer reviewed results of the sidewalk survey mailed to residents. Of the 59 postcards mailed, responses were received from 41. Of those, 28 desired to remove the sidewalks and 13 would like them to be repaired and remain. Based on those results, the Board was satisfied with and agreed, by unanimous consent, to accept the results of the survey and the sidewalks will be eliminated. There was discussion pertaining to setting fair standards to address individual property situations, cost

and timeline. Mr. Krimmel stressed the necessity of sending informational letters to residents within the next 30 days. Mr. Russell suggested the Public Works committee meet to discuss the issues to be addressed and come back with recommendations at the next Board of Supervisors meeting. Chief Skiles will contact the resident who inquired about an insurance issue to let them know who to contact. Mr. Beck will provide Mr. Krimmel with contact information for 4 people as requested. Mr. Beck will also get in touch with the County regarding available financial assistance for this type of issue. Chairman Brubaker thanked everyone who was involved in putting this together as well as the residents who came to the meeting and responded to the survey.

c. HARC Triathlon – annual event-April 29th

Use of Twp. Roadways with No Closures – Diane Garber presented the application and attached information submitted by the Hempfield Area Recreation Commission for use of township roads for their Annual Tri for Life Triathlon planned for Sunday, April 29, 2018. Following review and discussion, motion was made by Mr. Russell and seconded by Mr. Wiglesworth to **approve** the use of Township roadways for the HARC Triathlon on Sunday, April 29, 2018. The motion passed (5-0). Chief Skiles will address the issue of volunteers with flags not being permitted on the roadways.

d. Elected Auditor vacancy

Letter of interest from D. Rupp – Following review and discussion of the letter of interest in the elected auditor vacancy received from Douglas G. Rupp, motion was made by Mr. Bennett and seconded by Mr. LeFevre to **approve** the appointment of Douglas G. Rupp to the position of elected auditor until the next general election. The motion passed (5-0).

e. Zoning Hearing Board vacancies

- Member Vacancy – 3 yr. term - Motion was made by Mr. Bennett and seconded by Mr. LeFevre to adopt resolution #2018-08, **appointing** Greg Kile to a 3-year term to fill the current vacant position on the Zoning Hearing Board with said term set to expire December 31, 2020. The resolution passed (5-0).
- Alternate Vacancies (x2) – each 3 yr. terms – Motion was made by Mr. Russell and seconded by Mr. Wiglesworth to adopt resolution #2018-09 **appointing** Garry Longenecker and resolution #2018-10 **appointing** Daniel Kaldas to the Zoning Hearing Board each to serve a 3-year term as alternate member, with said terms to expire on December 31, 2020. The motion passed (5-0).

f. Park and Public Property rules and regulation draft amended ordinance

Seeking authorization to re-advertise. Following discussion, motion was made by Mr. Bennett and seconded by Mr. LeFevre to **table** authorization to re-advertise to allow time to make further determinations. The motion passed (5-0).

g. Police Expansion Project

Recommendation to hire a Construction Management firm to represent the Township throughout the project. Mr. Krimmel reviewed the Construction Management memorandum dated February 5, 2018 prepared by the Public Safety Group outlining the selection criteria, proposals submitted, interviews conducted, fees, and the recommendation to hire Fidevia for construction management on the police project. Mr. LeFevre and Mr. Wiglesworth added positive comments and agreed that bringing Fidevia on board would be valuable to the township. Following discussion, motion was made by Mr. LeFevre and seconded by Mr. Wiglesworth to *authorize* staff to enter into a contract with Fidevia for construction management services for the police expansion project. The motion passed (5-0).

h. Electronic Device

Key employee reimbursement request for electronic device - \$285. Motion was made by Mr. Bennett and seconded by Mr. Russell to *approve* reimbursement of \$285.00 to Jon Beck under the guidelines listed in the electronic device policy. The motion passed (5-0).

Old Business**• Intergovernmental Cooperative Agreement for HARC, draft**

Seeking permission to participate in the shared advertisement of an ordinance to amend the Intergovernmental Cooperation Agreement involving HARC. Mr. Bennett reported the Park and Rec Committee reviewed the draft and made two changes to the previous one. The revised draft was shared with the other parties to the agreement for comment and hopefully agreement so that it can be advertised for adoption consideration by all. After discussion, the following actions were taken:

- Motion was made by Mr. Bennett and seconded by Mr. Russell to *table* action pertaining to the proposed draft changes and take back to the Park & Rec Group to further review. The motion passed (5-0).
- Motion was made by Mr. Bennett and seconded by Mr. Russell to *authorize* the Township's commitment to \$2.12 per capita for the year 2018. The motion passed (5-0).

• Miller Road/Lititz Road Bridge Project Update – Mr. Madonna gave a project update and provided maps of planned detours.**• Rt. 462 (Columbia Avenue) bridge, spanning Little Conestoga Creek in Lancaster Township – Mr. Krimmel noted construction on this bridge is beginning June and alternate traffic patterns will be controlled by temporary traffic signals.****• Options for Property at Church Street and Stony Battery Road - A Confidential Legal Memorandum was received from Attorney Yoder, Gibbel Kraybill & Hess, and was given to the Board members for reading and review. This memorandum will be passed on to the**

Township Solicitor for review and placed as an action item on the next Board of Supervisors meeting agenda. The memo reviewed legal analysis of potential options to facilitate expanding the uses for the corner of the Golf Course property (Church/Stony Battery).

New Business

- Act 172 – A draft ordinance providing for Earned Income and Local Real Estate tax credit reimbursement for volunteer fire fighters. Copies of a draft ordinance establishing a volunteer service credit program; enacting tax credits for volunteer members of volunteer fire companies; and establishing administrative procedures and appeals and the corresponding resolution establishing program criteria for the volunteer service program were provided to the Board for review and discussion. Diane Garber thoroughly presented and explained the information contained in both documents. Following discussion, motion was made by Mr. LeFevre and seconded by Mr. Wigglesworth to *authorize* staff to advertise the ordinance for future consideration and adoption. The motion passed (5-0). Mr. LeFevre complimented Diane for her services and the respect and ground she is gaining in her position as Emergency Service Coordinator.

Manager's Report

1. **The Audit Position Opening:** Earlier in tonight's meeting, Douglas G. Rupp was appointed to the position of elected auditor until the next general election.
2. **Police Building Expansion:** The staff met on Tuesday January 30th to review the plans for the expansion. Many notes and questions have been forwarded to the architect for final clarification. On February 6th the Public Safety Work group will interview firms who responded to the RFP for construction management. A recommendation to hire was handled earlier in the meeting. The staff is also compiling a time line for borrowing and seeking state approval for the loan.
3. **State Road Update:** After the last meeting in January Mr. Krimmel contacted Lisa Riggs, of the LEDC, to pursue a legislator meeting to address the lack of a draft agreement between the township and Amtrak. He has also met with Bob Bini, Lancaster County Planning Commission, regarding setting up a meeting with PennDOT officials. Engineering and design work continues.
4. **Holland Street Bridge Removal:** We received a draft agreement from Amtrak that did not limit the amount of liability for pollution cleanup within the scope of work for this project. Mr. Krimmel has requested assurance from PennDOT that, if an environmental condition would be discovered within the scope of work during bridge removal, the township would receive reimbursement in the same percentage as the rest of the project for the cleanup and disposal. This request was directed to the existing pollution on site before the project begins. He also responded to PennDOT to suggest to Amtrak for a limit such as the limit amount and

“Risk Fee” that is proposed for outside the scope of work. We also need an amendment to the reimbursement agreement to cover the potential costs mentioned above.

5. **Old Rohrerstown Road Bridge:** Design is moving along but still waiting for the railroad ROW to be approved. This project could be bid this year.
6. **Centerville Road North:** Mr. Krimmel has received the plans from McCormick-Taylor Engineers and will hold a meeting with the engineer and water authority to review plans in the next week. Mr. Krimmel is also working with MT to fine tune the bid package with consultation of Scott Hain, DM/A. DM/A may be used to bid and provide inspection services. We do need to acquire a work area easement on one property. Hopefully, bidding will be in a few weeks.
7. **Permission to attend the APM Conference:** The conference is in the Poconos May 13, 14 and 15 and Mr. Krimmel would like to attend the 13th and 14th. His cost will be \$650.00, including meals room and conference. The Board agreed.

Adjournment

By unanimous consent of the Board, Chairman Brubaker *adjourned* the meeting at 9:45 p.m.

Respectfully submitted,

Robert S. Krimmel, Manager/Secretary