

**EAST HEMPFIELD TOWNSHIP  
BOARD OF SUPERVISORS MINUTES**

<b>DATE AND TIME:</b>	March 7, 2018	7:00 p.m.
<b>ATTENDANCE:</b>	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.

**Public Comment (non-agenda items only) – None**

**Consent Agenda:**

- a. The Willows at Landisville (15-24-FP) – Approval to reduce the Financial Security
- b. Approval to pay invoices from all funds covering 2/24/18 to 3/9/18 & totaling \$597,947.39
- c. Approval of minutes: February 21, 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. Wiglesworth and passed unanimously by the Board (5-0).

**Action items:**

- a. **RBC Capital Markets, LLC** Bank Loan Agent agreement for police expansion project – approval. Mr. Krimmel reviewed the agreement and a two-page handout provided to the Board. Following discussion, motion was made by Mr. Bennett and seconded by Mr. LeFevre to *accept* RBC Capital Markets, LLC Bank Loan Agent Agreement for the Police Building Expansion Project. The motion passed (5-0).
- b. **Centerville Road – North** – authorization to advertise bidding the project. Mr. Krimmel reported the revised bid package has been received and a mandatory pre-bid conference is scheduled for March 20<sup>th</sup> at 1:00 p.m. Motion was made by Mr. LeFevre and seconded by Mr. Bennett to *authorize* staff to advertise the bid for the Centerville Road-North project in accordance with the applicable requirements as discussed. The motion passed (5-0).
- c. **Crash Team Mutual Aid Agreement** – adoption of Resolution #2018-11 and authorization to sign Joinder adding West Lampeter Twp. to the Mutual Aid Agreement. Chief Skiles explained the Agreement and Joinder. Following discussion, motion was made by Mr.

Bennett and seconded by Mr. Wiglesworth to *adopt* Resolution #2018-11 and *authorize* signing of the Joinder supporting the inclusion of West Lampeter Township as a member of the Inter-municipal Crash Team as discussed and noted. The Resolution will be proofread and any and all corrections that need to be made will be taken care of before it is duly signed and written into the record. The motion passed (5-0).

### Old Business

- a. **Gentry Heights Roadway Project.** Mr. LeFevre reviewed background and led discussion regarding the project and correspondence sent to the residents.  
Mark Siple, Hanson Drive, explained his concerns about the decision of the Board to force removal of the sidewalks in the development. The Board thanked him for sharing his individual concerns.  
Mr. Madonna was asked to get quotes for sidewalk demolition and replacement costs, including topsoil and existing walkway, so that the Public Works Group can develop a formula to compensate residents who have recently replaced or repaired their sidewalks. Discussion was then closed to permit time to review previous meeting comments, present discussion and costing information and will be scheduled to continue at a future meeting.
- b. **Joint Board of Supervisors and Planning Commission Meeting** – March 28<sup>th</sup> at 7:00 p.m.  
- Mr. Beck was asked to contact the Planning Commission with an alternate date of Wednesday, April 25<sup>th</sup> at 7:00 p.m. for this meeting to be held when the entire Board of Supervisors can be present and then bring back to the Board for authorization to advertise.
- c. **Police Building** – Mr. LeFevre questioned if Kimmel Bogrette and Fidevia have met and reviewed the project with the Chief or others and asked if there has been any progress with that relationship. Mr. Krimmel reported they have met and talked but there has been no final solution to the issue of the proper level of exterior wall fortification. Fidevia has the plans and are reviewing them.

**New Business** – None

### Board Group Reports

- a. **Admin/Finance** – Mr. Russell reported the group met to discuss two topics:
  1. **Pension** – Municipal Obligation. Ron Bittner, Univest provided information to the group which outlined the new valuation that will be used next year to determine the annual MMO which will result in a higher funding level for the next two years, until the next valuation. The higher MMO also increases the pension funds unfunded liability, lowering the percentage funded to low-mid 70. The Admin/Finance group recommends continuing the additional funding above and beyond the MMO to keep both plans in the 70th percentile with the ultimate goal of above 80%.

2. **Golf Course** –The legal team will be getting back to the committee with a game plan on how to set up an Authority to operate the golf course and oversee the development of the corner property (Stony Battery/Church). Frank Mincarelli will be drafting a letter of mechanisms for creating an Authority. The consensus of the Board agreed that the Township would need to contribute up-front costs for start-up, seed money and operating funds in order to facilitate the creation of an operational Authority to run the golf course and property as a business.

### **Manager's Report**

1. **Centerville Road South**: Review of the JMT study and subsequent discussion with staff has led to a suggestion for double left turn lanes onto Marietta Ave. travelling west. This will lead to an increase in cost and necessitate a meeting with the MPO and County Planning Staff to add this to the TIP. Mr. Bini, Lancaster County Planning is supportive and will add it to a future MPO meeting to request an expanded project and additional funding. JMT is setting up meetings with business owners who will be affected by the roadway expansion.
2. **Police Building Expansion**: Security of the building is our main topic right now. The public works crew will build a mock-up of the exterior wall construction using 2 different levels of bullet resistant paneling to determine the safest level of protection. This will add an additional cost to the project. The owner's representative agreement is being finalized. Joe Robinson continues work with our attorney to coordinate the RFP for the loan and the vote was taken at tonight's Board of Supervisors meeting for the Loan Agent Agreement.
3. **State Road and 283 Project**: No new information.
4. **Holland Street Bridge Removal**: We met with our engineers from McCormick Taylor to discuss the Centerville Rd. North and questioned them about the Holland Street project status. The 90% engineering plan has been submitted for a few months and we await response from Norfolk Southern. PennDOT continues their review of the bridge's historical significance. We have not received any comments back as of this date.
5. **Centerville Road North Project**: The staff met with our engineers to finalize the bid specs and finalize the dates for the advertising (3/8 & 3/15), pre-construction meeting (3/20), question deadline (4/4), bid opening (4/11) and bid award (4/18), construction to begin May/June. Residents will be updated with the schedule and we continue to work on a reimbursement agreement with the water authority. A letter and schedule will be sent out to residents within the next few days.

**Good of the Order**

- Mr. LeFevre shared an invitation he received from the Lancaster County Conservancy to attend the program “*Sharing Nature’s Relationships in Our Community*” being held at F&M at 2-3 p.m. on March 22<sup>nd</sup>. He is planning to attend.
- Mr. LeFevre reported he received an e-mail from someone new who has joined Lancaster Newspapers requesting to speak with someone regarding compensation of the Fire Service. Mrs. Schweitzer reported she spoke with this individual earlier today and provided him with a copy of the Ordinance draft.

**Adjournment**

By unanimous consent of the Board, Chairman Brubaker *adjourned* the meeting at 8:44 p.m. to executive session for a personnel matter.

Respectfully submitted,

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Robert S. Krimmel, Manager/Secretary