

**EAST HEMPFIELD TOWNSHIP
BOARD OF SUPERVISORS MINUTES**

DATE AND TIME:	June 20, 2018	8:00 p.m.
ATTENDANCE:	Board Members:	Thomas A. Bennett Douglas W. Brubaker G. Edward LeFevre H. Scott Russell W. Scott Wiglesworth
	Assistant Manager:	Cindy A. Schweitzer
	Director of Planning & Development:	Jon E. Beck
	Director of Public Works:	Perry T. Madonna
	Police Chief:	Stephen A. Skiles
	Emergency Services Coordinator:	Diane E. Garber

The Board of Supervisors meeting was called to order at 8:00 p.m. at the Four Seasons Banquet Facility, 949 Church Street, Landisville by Chairman Brubaker, followed by a moment of silence and the Pledge of Allegiance.

Recognition – Jeremy Simmons – Resolution #2018-22

Chairman Brubaker read Resolution #2018-22 recognizing Jeremy Simmons for the acts of merit he displayed on Wednesday, May 23, 2018 when he assisted at a serious vehicle crash on Route 283 East in Landisville, PA. Following the reading of the resolution, motion was made by Mr. Russell and seconded by Mr. Wiglesworth to *adopt* Resolution #2018-22 recognizing Jeremy Simmons for his acts of merit he displayed on Wednesday, May 23, 2018, and to highly commend and sincerely thank Jeremy Simmons for his selfless act. The motion unanimously passed (5-0).

Public Comment (non-agenda items only)

Chuck Grube, resident, expressed concern about the total cost of the driving range and return on investment as well as protection of neighbors along Indian Springs Drive. Chairman Brubaker remarked it was recently reopened at the end of May due to weather and net extensions.

Consent Agenda:

- a. Department Reports - Golf Course, Public Works, Development Services, Police, EMC.
- b. 16-09-FP Noll Drive Office Building
 - o Financial Security Reduction from \$228,229.16 to \$155,084.90
- c. 16-15-SW Sahd SWM Plan
 - o Financial Security release from \$20,288.40 to \$0.
- d. Treasurers Report for June covering all funds:

Balance 4/30/18	\$11,015,359.48
Receipts for May	\$ 2,978,201.25

Expense for May	<u>\$ 1,195,516.15</u>
Balance 5/31/18	\$12,798,044.58

- e. Invoices from all funds covering 6/9/18 – 6/22/18 & totaling \$651,804.94.
- f. Approval of minutes: June 6, 2018

Mr. LeFevre noted the Four Seasons is giving good service on Food and Beverage and a company name correction was made to the minutes. There being no further comments or questions (Board or Public) the consent agenda was **approved** by motion of Mr. Wigglesworth, second by Mr. LeFevre and passed by the Board (4-0-1) with Mr. Russell abstaining due to not being present at the June 6th meeting.

Action items:

- a) Creation of Hempfield Recreation Authority – discussion

Mr. Russell began discussion by explaining that at present there is an 18-hole municipal golf course with no room for expansion and aging infrastructure. The Board has been in discussion with commercial developers for several years regarding the potential for commercial development of the corner property at Church/Stony Battery. There are no plans to sell the land but to create commercial long-term leases which will then be developed into commercial uses that will complement the golf course use. The Second-Class Township code does not allow the Township to enter into long term leases without competitive bidding. Looking at other options the Township attorneys have indicated that creating an authority seems to be a favorable choice. This has culminated in what is now before the Board to discuss --- Creating a Hempfield Recreation Authority. Frank Mincarelli, Land Use Attorney, Blakinger Thomas, has prepared drafts of documents relating to the formation of the East Hempfield Township Recreation Authority and was present to address comments and questions. Mr. Russell summarized several points of interest stated in a prior communication received from Mr. Mincarelli. Dave Lounsbury, Treasurer/Finance Chair, Hempfield Rec Center, Doug Rupp, resident and Chuck Grube, resident participated in the discussion. Following is a list of high-lights of the discussion:

- The need is to improve the operation of the golf course and for some level of development of the surrounding area that provides synergies with the golf use.
- The Board has analyzed options for working with a consultant and/or management groups to determine ways to manage costs.
- It is vital to have BOS representation (less than a quorum) on the authority however the number of authority members is suggested at 5 but could be 7. Any higher would be difficult to manage.
- Members of the authority board need to be selected before the authority is created. Members must be residents or own a business in the township.
- Discussion on authority member compensation guidelines for meeting attendance needs to be kept reasonable and follow the norm of \$50 - \$100 per meeting.
- An ad soliciting for authority members should clearly state the purpose of the authority.
- There is an estimated cost of \$2,500 (legal and filing fees) to move forward with ordinance and advertising for a public meeting.

- Authority by-laws would need to be created which would provide more detail in how the authority would operate. An agreement between the Township and the Authority would outline what is controlled by the Authority.
- A poll of Board members resulted in all 5 supervisors supporting formation of a Hempfield Recreation Authority.
- Mr. Russell and Mr. Brubaker volunteered to become members of the Authority.

After discussion, the following actions were taken:

- Motion was made by Mr. Russell and seconded by Mr. Bennett to *proceed forward* with the formulation of the Hempfield Recreation Authority as outlined in the proposal received from Mr. Mincarelli.
- Motion was made by Mr. Russell and seconded by Mr. Wiglesworth to *authorize* staff to develop an advertisement and that the advertisement be reviewed by the Admin/Finance Committee for placement in the Lancaster Newspapers to solicit members for the Board and for presentation of names at the next Board of Supervisors meeting. The motion passed (5-0).

b) Development Services

- 18-01-SW UPS Parking Expansion Project – The applicant, Pennallen Corporation (United Parcel Service, Inc.) is proposing to expand their parking capacity located at 1155 Enterprise Road (T-826). The project includes the construction of 9-12' parking spaces, 31 -23'x53' parking spaces, and stormwater management facilities. Scott Hain, David Miller/Associates, Township Engineer and Cheryl Love and Elizabeth Baldwin, ELA Group were present.
 - i. Modification Request to have plan set in a scale of 1" = 80' instead of 1" = 50'. Motion was made by Mr. Russell and seconded by Mr. LeFevre to *accept* the Township Engineer's recommendation and to *approve* the request to modify §260-24.D to permit a plan set scale of 1" = 80' instead of the required 1" = 50' scale. The motion passed (5-0).
 - ii. Establish Financial Security in the amount of \$68,504.70 and Establish SWM Fee and SWM Inspection Fee each in the amount of \$423.93. Motion was made by Mr. LeFevre and seconded by Mr. Bennett to *accept* the Township Engineer's recommendation and to *establish* Financial Security in the amount of \$68,504.70 and *establish* SWM Fee and SWM Inspection Fee each in the amount of \$423.93 for the UPS Parking Expansion project, Township Plan #18-01-SW. The motion passed (5-0).
 - iii. Approval of the SWM O&M Agreement. Motion was made by Mr. Bennett and seconded by Mr. Russell to *accept* the Township Engineer's recommendation and to *approve* the SWM O&M Agreement for the UPS Parking Expansion Project, Township Plan #18-01-SW. The motion passed (5-0).

Motion was made by Mr. Bennett and seconded by Mr. LeFevre to *accept and award* the Electrical Construction Contract to Shannon A. Smith (SAS), Myerstown in the amount of **\$724,550** as bid, based on the information presented and discussed. The motion passed (5-0).

- o Plumbing Construction – Vision Mechanical, West Reading-base **\$ 121,570**

Motion was made by Mr. Wiglesworth and seconded by Mr. Bennett to *accept and award* the Plumbing Construction Contract to Vision Mechanical, West Reading in the amount of **\$121,570** as bid, based on the information presented and discussed. The motion passed (5-0).

Total Project award \$3,667,220

Kimmel Bogrette Architects will assist the Township in the preparation of Contracts and issuing a Notice to Proceed to the four prime contractors.

d) Event Approvals

- HARC 5K Honey Run (8/26/18) - Diane Garber reported HARC has submitted an application to hold their Annual Amos Herr 5K Honey Run at A. Herr Park on August 26, 2018. Staff recommends that the Board approve the application. Motion was made by Mr. Russell and seconded by Mr. Bennett to *approve* HARC’s application to hold the 2018 Annual Amos Herr 5K Honey Run on August 26, 2018 on the specified Township roads with traffic controlled by East Hempfield Township Police Department as required. The motion passed (5-0).
- HARC Flea Market (9/3/18) – Diane Garber reported HARC has submitted an application to hold their Flea Market at A Herr Park on September 3, 2018. Motion was made by Mr. Russell and seconded by Mr. Bennet to *approve* HARC’s application to hold the 2018 Annual Flea Market at A Herr Park on September 3, 2018 as discussed. The motion passed (5-0).

Old Business - None

New Business - None

Board Group Reports

- o Parks and Rec – Mr. Brubaker reported the committee met to review golf course financials. It was noted that budget projection from prior years were rosier than reality resulting in smaller starting cash balances. The result of a good golf season comes down to weather which no one can predict. The group discussed a resident’s request for a possible fund-raising initiative for park benches. Mrs. Schweitzer confirmed the idea is being analyzed. Mr. Bennett reported another resident whose property borders the park expressed concerns regarding field safety and safety of games that are played there. In response the Lacrosse Club has shifted their field line away from the property boundary

which hopefully will resolve the concern. Model Rockets were discussed and it was decided to leave the existing ordinance as is.

- **Public Safety** – The committee met but noted that all items discussed were already reviewed at tonight’s meeting. Mr. LeFevre expressed concern about the types of fireworks people are setting off. Chief Skiles stated he feels the new PA State Law and the Township’s Noise Ordinance provide adequate governance.

Traffic Commission Report

Copies of the Traffic Commission Report Packet and agenda were provided. Mr. Brubaker reviewed items of interest. Mr. Russell presented the following item for BOS Action:

- **Church Street Bridge**: Motion was made by Mr. Russell and seconded by Mr. Bennett to *authorize* staff to work with McMahon Associates to get the Church Street Bridge over Amtrak submitted for addition to the County Bridge List for federal funding. The motion passed (5-0).

Manager’s Report

Mrs. Schweitzer shared Mr. Krimmel’s comments pertaining to the construction schedule he submitted for Centerville North. Substantial construction is to be completed late August/early September with final completion set for October.

Good of the Order

- **Road Detours** – Calls pertaining to the Centerville Road detour have dropped off considerably.
- **Next Board of Supervisors Meeting**
7:00 p.m. Wednesday, July 18, 2018 – Four Seasons Banquet Facility, 949 Church Street, Landisville.

Adjournment

By unanimous consent of the Board, Chairman Brubaker adjourned the meeting at 10:12 p.m.

Respectfully submitted,

Cindy A. Schweitzer, Assistant Manager