

**EAST HEMPFIELD TOWNSHIP  
BOARD OF SUPERVISORS MINUTES**

**DATE AND TIME:** July 18, 2018 7:00 p.m.

**ATTENDANCE:** Board Members: Thomas A. Bennett  
Douglas W. Brubaker  
G. Edward LeFevre  
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  
Emergency Services Coordinator: Diane E. Garber

**ABSENT:** H. Scott Russell

The Board of Supervisors meeting was called to order at 7:00 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.

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

**Announcements**

- Recognition of Tracee McGuire for her 22 years of service to the Township.

Chairman Brubaker read Resolution #2018-23 commending Tracee L. McGuire for her 22-year tenure and help in supporting the mission of East Hempfield Township. Motion was then made by Mr. LeFevre and seconded by Mr. Bennett to *adopt* Resolution #2018-23 acknowledging Tracee McGuire’s service to the Township. The motion passed (4-0). All members of the Board congratulated and thanked Tracee for her commitment and service to East Hempfield Township and its residents.

- Succession plan for impending retirement of Robert Krimmel in December.

Chairman Brubaker read a press release announcing the Board’s intent to promote Cindy A. Schweitzer as the next East Hempfield Township Manager. Following discussion, motion was made by Mr. Bennett and seconded by Mr. Wiglesworth to *authorize* the press release regarding the intent to appoint Cindy A. Schweitzer as the East Hempfield Township Manager upon the retirement of Robert Krimmel in December and the satisfactory completion of the terms of employment. The motion passed (4-0).

**Consent Agenda:**

- a. Department Reports - Golf Course, Public Works, Development Services, Police, EMC.
- b. 17-05-FP JMS Motors – Approval of Time Extension Request
- c. 15-21-FP South Tree Drive Hotel – Approval to reduce Financial Security of \$152,733.90 by \$117,954.00, leaving a balance of \$34,779.90
- d. 15-24-FP The Willows at Landisville
  - i. Approval to reduce Elmwood Culvert Financial Security of \$54,343.38 by \$38,198.25, leaving a balance of \$16,145.13
  - ii. Approval to reduce site improvements Financial Security of \$795,598.27 by \$536,280.07, leaving a balance of \$295,318.20
- e. Treasurers Report for July/2018 covering all funds:
 

Total cash 5/31/18	\$12,798,044.58
June receipts	\$ 9,046,358.98
<u>June expenditures</u>	<u>\$ 5,667,621.81</u>
Total cash 6/30/18	\$16,176,781.75
- f. Invoices from all funds covering:
  - 6/23/18 - 7/6/18 & totaling \$364,912.56
  - 7/7/18 – 7/20/18 & totaling \$367,956.39
- g. Approval of minutes: June 20, 2018

A question was raised regarding whether the driving range was in operation. Mr. Wiglesworth stated this information is covered in Jim Micilcavage’s June Golf Club Report. There being no further comments or questions (Board or Public) the consent agenda was **approved** by motion of Mr. Wiglesworth, second by Mr. Bennett and passed by the Board (4-0).

**Action Items:**

- a) Development Services:
  - 18-007.01 KRM-Stony Battery Road (Southeast corner of Stony Battery Rd. & Nolt Rd.) Sketch Plan and Preliminary Plan Waiver Request

Mark Stanley, McNeese Wallace, Nurick, David B. Christian, Architect, David Christian and Associates, and Jessie Parks, KRM were present on behalf of the applicant, KRM – Stony Battery LLC. Mr. Stanley submitted the formal sketch plan application for review and comment and written request for a modification of Preliminary Plan Processing. Mr. Christian provided and reviewed the conceptual site development plan and Mr. Parks gave a brief background of the company. Following discussion, motion was made by Mr. Wiglesworth and seconded by Mr. LeFevre to **grant** the waiver for preliminary plan, subject to the applicant providing the Township with a fee-in-lieu equal to the amount of the Preliminary Plan application fee. The motion passed (4-0). Mr. Wiglesworth congratulated KRM for being in business 102 years.

- b) East Petersburg Fire Company – Request for Funding – Traffic Control Unit.

Mr. Krimmel submitted the application submitted by Chief James Rohrer, East Petersburg Fire Company for funding to assist with the replacement of a traffic control unit in 2019. Chief Rohrer and members of the Fire Company were present to provide further explanation of the

request. Diane Garber read an abstract outlining timeline, highlighting points of interest, and presenting final comments and her personal recommendation on behalf of the request for funding to assist with the replacement of the traffic unit in 2019 per specifications listed and justification provided. She noted on July 9, 2018, the application was discussed in detail at the Public Safety Working Group meeting and the committee agreed to recommend fully funding East Petersburg Fire Company's request for \$85,000 for the replacement of Traffic 23. The application packet included a letter of support from Chief Skiles as well as from Cappy Panus, East Petersburg Borough Council President. Mr. Krimmel remarked that he spoke with Joe Robinson and Diane Garber regarding putting the funding in next year's budget. Following discussion, motion was made by Mr. Wigglesworth and seconded by Mr. LeFevre to **approve** the funding request of East Petersburg Fire Company for \$85,000 to be budgeted in the 2019 budget to be used to cover a portion of the Traffic 23 unit as presented in their Application for Fire Service Funding submitted on July 2, 2018 by Chief James Rohrer. The motion passed (4-0). Mr. Wigglesworth commented on the excellent job always done by East Petersburg.

c) Elizabeth Street storm water project - bid results/award

Mr. Madonna reported that this is the second round of bidding for this project as only one bid had been received the first time. The methodology of the project was changed and rebidding occurred resulting in again one bid but with a more favorable price range. Based on a review of the bid results, the required bid document submission and recommendation from the Township Engineer, motion was made by Mr. LeFevre and seconded by Mr. Bennett to **award** the Elizabeth Street project to Doug Lamb, Inc., at a cost of \$242,402.00. The motion passed (4-0).

d) Vendor Truck – permission to set up in A. Herr Park

The Township received a letter from Elizabeth Kelly on July 11, 2018 regarding the operation of a hot dog cart in Amos Herr Park. The letter states the hot dog cart would operate from summer to fall, approximately 4-5 days per week from 11:00 a.m. to 6:00 p.m. The location of the hot dog cart would be near the Dream Park restrooms.

The Amos Herr Park Property is located in the Recreation Open Space (ROS) Zone. Under the current East Hempfield Township Zoning Ordinance, the hot dog cart would be considered a restaurant and a business. Within the ROS, no businesses or restaurants are permitted.

Various comments and concerns were expressed by the Board which can be generalized as a need to develop a township plan/vendor criteria before any vendors would be permitted to operate on public property (outside of event functions). A detailed business plan and related experience would be part of the criteria list requested from potential vendors. Following discussion, the consensus of the Board was to **deny** the request from Elizabeth Kelly to set up a vendor truck in A. Herr Park at this time as it does not meet zoning criteria. However, the Board is open to reconsideration once some type of plan and criteria are developed. Mrs. Schweitzer will share the Board's concerns with Ms. Kelly.

e) McMahon Traffic Engineers proposal for long term changes to Farmingdale Road traffic.

McMahon Transportation Engineers & Planners has provided a proposal for the long-term improvement plan as recommended in the traffic calming assessment completed for Farmingdale Road. The improvements to be considered are those associated with converting Farmingdale Road to one way northbound from the northern trail crossing to Oreville Road and improvements to Orville/Good and Marietta/Good intersections. It is hoped that these long-term improvements will aid in alleviating the traffic anticipated from the Crossings project in Manheim Township. A scope of work was provided in accordance with discussions and the Traffic Commission meeting held on June 20, 2018.

Chairman Brubaker read Mr. Russell's comments regarding his support of the proposal and encouragement for Board approval. Residents Doug and Jean Mentz raised questions and expressed their concerns. Mr. LeFevre expressed his concern with the work proposed for Farmingdale Road (one-way traffic flow). Following discussion, motion was made by Mr. LeFevre and seconded by Mr. Wiglesworth to *table* this matter until the next Board of Supervisors meeting to provide time for further discussion with McMahon. The motion passed (4-0).

f) Special event consideration of approval:

- Remax Realty Lancaster Music Fest tethered hot air balloon rides in Jacob's Creek Park (9/8/18).

Diane Garber reviewed a request by Remax Realty Lancaster Music Fest tethered hot air balloon rides in Jacob's Creek Park on September 8, 2018. Following discussion, motion was made by Mr. Wiglesworth and seconded by Mr. Bennett to approve the Remax Realty Lancaster Music Fest tethered hot air balloon ride at Jacob's Creek Park on September 8 and the launch the morning of September 9, 2018. The motion passed (4-0).

### Old Business

- EHT Recreation Authority – Mr. Wiglesworth reported interviews for Board Members are scheduled to be held on July 25, 2018. Mr. Bennett stated that six resumes have been received from six well-qualified candidates. He questioned the Board's make-up, number of members to serve on the Board, and desired approach to be taken during the interviews for consistency purposes. Criteria for selection such as strong business background, golf business background, real estate development business background and responsibility for creating a Charter was discussed. There also was discussion regarding five members versus seven and Board of Supervisors representation. Mr. LeFevre felt that the interview process would help answer the questions raised. Mr. Brubaker and Mr. Russell (Admin/Finance Committee) will be chairing the interviews. Due to Mr. Russell's absence at tonight's meeting, further discussion was delayed and will continue when Mr. Russell is present to participate.

### New Business - None

## Board Group Reports

- **Public Safety** – Mr. Wiglesworth reported the committee met on July 9<sup>th</sup>. Diane Garber reported on the concerns expressed by some of the members of the Rohrerstown Fire Company's issue with the City's new firefighter contract which requires acknowledgement by city firefighters that they also are volunteers at local fire companies. Depending on the willingness for volunteers to sign an acknowledgement could result in a very serious loss of members at Rohrerstown Fire Company as many of their most active volunteers are also career city firefighters. Any loss of members has serious consequences for the volunteer fire service, particularly at Rohrerstown Fire Company. Consensus of the Board was to seek legal counsel regarding East Hempfield Township's options.

## Traffic Commission Report

The Traffic Commission met at 6:00 p.m. tonight. Copies of the packet and agenda were provided. Mr. Brubaker reported on several action items:

- Estelle Drive – staff was instructed to re-erect the missing 'no-parking sign near the entrance to Estelle Drive.
- 803 Estelle Drive – on-street parking request was denied due to lack of line of sight concerns and roadway curvature.
- 365 E. Main & Elmwood Avenue – staff was instructed to provide 'no parking here to corner' signage along Harrisburg Pike at the intersection of Harrisburg Pike and Elmwood, east 75'
- Elmwood Avenue – staff was authorized to add additional 'no parking' signage to the east side of Elmwood Avenue between Naomi Avenue and Caroline Court to address the safety concerns at the Landisville Pool.
- There was also extensive conversation regarding Farmingdale Road.

## Manager's Report

1. **Herr House Slate Roof Replacement:** Mr. Krimmel introduced Bob Wildason and John Houston who were present on behalf of the Amos Herr Foundation to discuss the Herr House Slate Roof Replacement Project, 2017. They provided information and discussed the status of the project. Estimated cost of a slate roof replacement in 2015 was approximately \$83,000. Alternate materials were considered and discussed; however, the Board agreed the replacement roof should be slate due to the historical aspect of the building. The A. Herr Foundation Board has approved \$50,000 toward the project and is looking to the Board of Supervisors for the remainder of the cost. Per the Township's legal council the project does need to be bid since the Township owns the property. This will also involve prevailing wages. Diane Garber expressed concerns from a resident's point of view. Following discussion, all Board members present acknowledged the Board's willingness to support the project and to provide support in some way to help finance the slate roof replacement for the A. Herr House. The Finance Committee has been asked to review and provide a recommendation to the Board.

2. **Centerville Road South**: No new information. Still working with Bob Evans.
3. **Police Building Expansion**: A meeting was held on July 16<sup>th</sup> with the contractors. The meeting discussed processing of payments, security of the property and workers, storage of materials and equipment and the contractors were given notice to proceed. Expect start date is mid-August.
4. **State Road and 283 Project**: No new information.
5. **Holland Street Bridge Removal**: No new information. Waiting for information from the Railroad.
6. **Centerville Road North Project**: Construction has started and a few field changes are being made. Mostly the changes deal with utility conflicts.
7. **Roundabout on Running Pump Road**: I am recommending to delay the roundabout until next spring. The City of Lancaster will not be able to install their new waterline until next year. The waterline will use the cart way of Old Tree and Running Pump for their installation. Doesn't make sense to install the roundabout and then a year later dig it up.

### **Adjournment**

By unanimous consent of the Board, Chairman Brubaker adjourned the meeting at 9:48 p.m.

Respectfully submitted,

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Robert S. Krimmel, Manager/Secretary