

**EAST HEMPFIELD TOWNSHIP
BOARD OF SUPERVISORS MINUTES**

DATE AND TIME: August 15, 2018 8:10 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 Public Works: Perry T. Madonna
Police Lieutenant: Jennifer Brubaker
Emergency Services Coordinator: Diane E. Garber
Engineer: Scott H. Hain

ABSENT: Jon E. Beck
Stephen A. Skiles

The Board of Supervisors meeting was called to order at 8:10 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)

- Fred Knarr, Clover Circle, thanked the Board of Supervisors for their countless, thankless hours of service over the years and suggested they consider posting township information on the “*Next Door Neighborhood*” app. Staff has been looking into this; however there is no “*1700 Nissley Road Neighborhood*” app. Mrs. Schweitzer will continue to investigate this possibility.
- Colleen Jacobsen, Chapel Forge Drive, agreed with Mr. Knarr’s thanks and suggestion and commented on current recycling issues.

Consent Agenda:

- a) Department Reports - Golf Course, Public Works, Development Services, Police, EMC.
- b) 15-24-RFP Willows at Landisville – Approval of Public Trail Easement Amendment (of Elmwood Ave.) and Fee-in-lieu
- c) Treasurers Report for August/2018 covering all funds:

6/30/18	\$16,176,781.75
July receipts	\$ 1,269,496.31
July expenses	<u>\$ 1,521,877.19</u>
7/31/18	\$15,924,400.87

- d) Invoices from all funds covering 8/4/18 – 8/17/18 & totaling \$974,269.93.
- e) Approval of minutes: August 1, 2018

After review of the Consent Agenda, Scott Hain answered questions about the Public Trail Easement Amendment and Fee-in-lieu for the Willows at Landisville; it was noted that Four Seasons has had one of the best months ever had for Snack Bar/Food Service outings; and the Board expressed a desire to receive a written report on the McMahan Traffic Study before the next Board Meeting. Mrs. Schweitzer reported McMahan has been asked for a time line but it has not yet been received. There being no further comments or questions (Board or Public), the Consent Agenda was *approved* by motion of Mr. LeFevre and second by Mr. Russell with comments and correction to the minutes as discussed. The motion passed (5-0).

Action items:

a) **Development Services:**

- **13-15-RFP2 Lime Spring Farm Revised Final Plan – Waiver of Build-to-lines for Lots 66, 105, & 106**

Scott Hain, David Miller/Associates, reviewed communications dated August 9, 2018 and July 11, 2018 and attachments provided. Following discussion, motion was made by Mr. Russell and seconded by Mr. Wiglesworth to *approve* the applicant's request to waive the build to line requirement for Lot 66, Lot 105 and Lot 106, subject to staff and engineer comments. The motion passed (5-0).

- **18-009.01 610 Community Way Sketch Plan and Preliminary Plan Waiver**

Rob Visniski, RAV Associates, presented the Sketch Plan and Preliminary Plan Waiver Request on behalf of the applicant, Lititz Pike Associates LP. The East Hempfield Township Planning Commission has recommended approval to waive the requirement to submit a Preliminary Plan and Mr. Visniski offered to address any comments or questions. Following discussion, motion was made by Mr. Wiglesworth and seconded by Mr. LeFevre to *approve* the applicant's request to waive the Preliminary Plan submission requirement, conditioned on the applicant providing the Township with a fee-in-lieu equivalent to the established Preliminary application fee. The motion passed (5-0).

- **18-018-PP State Road Commerce Park Preliminary Plan (2001 State Road)**

Applicants Linda Barto, Michael Frey, Nicholas Frey and Philip Frey, (collectively), have submitted a Revised Preliminary Subdivision & Land Development Plan for State Road Commerce Park, East Hempfield Township, Lancaster County. Present on behalf of the applicants were Matthew J. Clymer, MRP Industrial; Brian Reisinger, Herbert, Rowland & Grubic, Inc.; Attorney Charles Suhr, Stevens & Lee; a representative from Traffic Planning and Design, Inc. Mr. Clymer presented the Revised Preliminary Subdivision & Land Development Plan. Four waivers and modifications pertaining to sidewalks and curbing were discussed in detail. After review and discussion of the revised plan and documents submitted, the following actions were taken:

- Approval of Modifications – Motion was made by Mr. Russell and seconded by Mr. Bennett to *approve* modifications #1, #2, #3 and #4 as outlined in DMA letter dated August 10, 2018 subject to all staff and engineer comments. The motion passed (5-0).
- Approval of Preliminary Plan – Motion was made by Mr. Bennett and seconded by Mr. Wiglesworth to *approve* the Revised Preliminary Subdivision and Land Development Plan for the State Road Commerce Park project, Township File #18-018-RPP, conditioned on resolution of all outstanding staff and engineering comments. The motion passed (5-0).
- **18-018-FP State Road Commerce Park Final Subdivision and Final Land Development Plan for Phase 1 – Lot 2 (2001 State Road)**

Diane Garber, Emergency Services Coordinator, reported she has reviewed the State Road Commerce Park Subdivision and Land Development Plans with the Fire Chiefs and they have no concerns with the Plan. There being no further discussion (Board of Public), the following actions were taken:

- Approval SWM O&M Agreement – Motion was made by Mr. Russell and seconded by Mr. LeFevre to *approve* the Stormwater Management Operations and Maintenance Agreement for the State Road Commerce Park Final Subdivision Plan for Lots 1-3 & Land Development Plan for Lot 2, Twp. #18-018-FP, subject to all staff and engineering comments. The motion passed (5-0).
- Establish Financial Security – Motion was made by Mr. LeFevre and seconded by Mr. Bennett to *establish* financial security for the State Road Commerce Park Final Subdivision Plan for Lots 1-3 & Land Development Plan for Lot 2, Twp. #18-018-FP, as detailed in the DMA letter, dated August 10, 2018. The motion passed (5-0). Attorney Charles Suhr noted the agreement is the same as developed in 2016; however, the financial numbers will change. The Board concurred with said change to be approved as part of the Consent Agenda at the next Board of Supervisors meeting.
- Approval of Final Plan – Motion was made by Mr. Wiglesworth and seconded by Mr. Russell to *approve* the Final Subdivision and Land Development Plan, Phase 1 for Lot 2 of the State Road Commerce Park project, Township File #18-018-FP, conditioned on resolution of all outstanding 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) 2019 Minimum Municipal Obligation for pensions

Mr. Krimmel presented the 2019 Minimum Municipal Obligation (MMO) calculations for the East Hempfield Township Pension Plans. He reviewed his memo dated August 15, 2018 and noted the numbers were calculated by Joe Robinson. Following discussion, motion was made by Mr. Russell and seconded by Mr. Bennett to *approve* the Minimum Municipal Obligation as recommended by Township staff. The motion passed (5-0).

c) Lebanon Farms Disposal approving transfer of contract to new owners Waste Industries, Inc.

The Township’s waste hauler, Lebanon Farms, is in the process of selling their business to Waste Industries of PA, LLC. Information pertaining to insurance certificates, performance bond, municipal references, letters of endorsement and type of equipment used was requested and received. Mr. Krimmel requested the Board authorize the chairman to sign the contract transfer letter provided by Lebanon Farms consenting to the transfer of the contract. Following discussion, motion was made by Mr. Bennett and seconded by Mr. Wiglesworth to *authorize* the chairman to sign the supplied letter consenting to the transfer of the contract from Lebanon Farms Disposal to Waste Industries, Inc. The motion passed (5-0).

d) Rob Brady (ROBB Consulting, LLC) – engagement contract to perform consulting services to evaluate fire services for the Township (current and future).

Diane Garber presented the engagement contract for consulting services to be performed by Rob Brady (ROBB Consulting, LLC) to evaluate current and future fire services for the Township. Following discussion, motion was made by Mr. Bennett and seconded by Mr. LeFevre to *approve* the contract with ROBB Consulting, LLC to perform consulting services to evaluate fire services for the Township, both current and future. The motion passed (5-0).

e) Vehicle bids – authorization to sell vehicles per memo

Mr. Madonna submitted results of bids received for the used vehicles offered for sale this year. Following discussion, motion was made by Mr. Russell, seconded by Mr. Bennett and passed by the Board (5-0) to *accept* the bids and *authorize* staff to make the ownership transfers for the following vehicles:

2014 Dodge Charger	\$5,400
2013 Dodge Charger	\$5,700
1969 Food Utility	\$3,200

f) Roadbotics proposal for road survey <http://demo.roadbotics.com>

Mr. Madonna presented a proposal for a road survey program designed by Roadbotics utilizing a computerized visual demonstration. After a brief discussion, consensus of the Board was in favor of the program, but would like to see information regarding reports and statistics. Further discussion and action was *tabled* to be revisited at budget time.

Old Business - None

New Business – None

Board Group Reports

- Planning Committee – The committee met twice in the last month for the purpose of updating ordinances along with updating the Wireless Communication Ordinance. The committee is meeting on a regular basis on both subjects.

Traffic Commission Report – Mr. Brubaker reported the Traffic Commission meeting held prior to tonight’s Board of Supervisors meeting was lengthy and spirited. The majority of the meeting was dominated by discussion regarding Farmingdale, Oreville, Barr Crest and Gentry Heights, traffic calming issues, and proposed methods of resolving. The Commission took action on:

- Authorized staff to conduct a Speed study on Elmwood Avenue to determine need for speed bumps and on the northern end of Dorsea concerning safety of the area.
- Authorized the placement of a raised pedestrian crosswalk on Richardson Drive by Shank Extract to facilitate their employees crossing the street subject to staff and engineer approval’s.
- Authorized staff to name an unnamed alley in Landisville to Second Street to allow for two businesses located on this alley to receive a proper street address for deliveries, subject to review by Lanc. Co. Communications and the Post Office.

Manager’s Report

1. **Amos Herr & Village Grande BMP Implementation grants – seeking approval to advertise for bids (bid 8/17-9/4, award 9/5, construct 9/20-11/19)**. Mike Lasala, Land Studies, outlined the projects and provided hard copies to the Board. Following discussion, motion was made by Mr. Russell and seconded by Mr. LeFevre to *authorize* staff to advertise for bids for the Amos Herr and Village Grande BMP projects as outlined this evening. The motion passed (5-0).
2. **Centerville Road South**: No new information. Continuing to work with JMT and circling around to talk with some of the business owners.
3. **Police Building Expansion**: Ground breaking was held on Tuesday August 7th. The ceremonial shoveling of dirt took place and myself, Supervisors Ed LeFevre and Tom Bennett spoke on the occasion. Also, the meeting room is being converted into the temporary police operations room.
4. **State Road and 283 Project**: No new information. Still on schedule for a November 2018 Bid letting. The emergency opening on Dairy Road was opened by businesses Saturday August 4th. Police and Fire responded properly. The activation plan was not implemented due to lack of emergency responders and the limited time the bridge was flooded on Saturday.
5. **Holland Street Bridge Removal**: No new information.
6. **Centerville Road North Project**: Storm water pipes and inlets are continuing to move forward. The new water line is installed and the new laterals will begin this week. The contractor has confirmed arrangements with the school for the bus routes in this area.
7. **Roundabout on Running Pump Road**: the staff has obtained the plans for the roundabout and has contacted an appraiser to determine the cost for the ROW needed from 2 commercial businesses. We hope to have a meeting to propose the ROW acquisition in the next few weeks.
8. **Landisville Sanitary Sewer System**: I have been discussing with LASA the results of flooding in Landisville when the sanitary system backs up into the basements of some homeowners. They have been actively video inspecting the system looking for and finding leaking connections and

laterals. I will be discussing with them future plans to address these deficiencies. There seems to be some responsibility by the homeowner in the majority of these situations.

Good of the Order

- The Lancaster Chamber of Commerce is hosting a presentation entitled “Business Disaster Essentials” from 7:30 a.m. to 1:30 p.m., Tuesday, September 11, 2018, at Susquehanna Valley EMS, Keller Avenue. The presentation will cover a wide range of topics and will also be shown on the Lancaster Chamber of Commerce Web Site.
- Next Board of Supervisors Meeting – 7:00 p.m., Wednesday, September 5, 2018 - Four Seasons Banquet Facility, 949 Church Street, Landisville.

Adjournment

By unanimous consent of the Board, Chairman Brubaker adjourned the meeting at 10:06 p.m.

Respectfully submitted,

Robert S. Krimmel, Manager/Secretary