

January 2, 2018

The East Lampeter Township Board of Supervisors met on Monday, December 18, 2017, at 7:30 pm. at the East Lampeter Township Office: 2250 Old Philadelphia Pike, Lancaster, PA 17602. The meeting was called to order by Mr. Dave Buckwalter. In addition to Mr. Buckwalter, supervisors present were: Mr. John Blowers, Mr. Ethan Demme, and Mr. Corey Meyer. Also present was Mr. Ralph Hutchison, Township Manager. Mr. Glen Eberly was absent.

The following persons signed in as being present in the audience:
Lynn Commero, representing Lancaster Newspapers
Jeffrey Cutler, Bird in Hand

Board of Supervisors Reorganization

a. Appointment of Temporary Chairman

Mr. Buckwalter asked Mr. Meyer to serve as Temporary Chairman for the election of Chairman. Mr. Demme seconded the motion which was then approved by unanimous voice vote.

b. Election of Chairman

Mr. Meyer asked for nominations for the position of Chairman of the Board of Supervisors for 2018. Mr. Blowers made a motion to nominate Mr. Buckwalter for the position of Chairman of the Board of Supervisors. Mr. Demme seconded the motion which was then approved by unanimous voice vote. Mr. Meyer announced that Mr. Buckwalter would be the Chairman of the Board of Supervisors for 2018.

c. Election of Vice Chairman

Chairman Buckwalter asked the Board for nominations for the position of Vice Chairman of the Board of Supervisors for 2018. Mr. Meyer made a motion to nominate Mr. Blowers to the position of Vice Chairman of the Board of Supervisors. Mr. Demme seconded the motion which was then approved by unanimous voice vote. Chairman Buckwalter announced that Mr. Blowers would be the Chairman of the Board of Supervisors 2018.

Public Comment (non agenda items)

None

Annual Appointments

- a. Appointment of Solicitor-Blakinger, Byler & Thomas, Stephen M. Kraybill, Esq.
- b. Appointment of Twp. Engineer & Alternates – David Miller & Assoc., Becker Engineering, HRG Inc., Grove Miller Engineering and McMahon Associates
- c. Appointment of Vacancy Board Chairman – Mr. Michael Landis
- d. Appointment of Depositories – PLG Appointment IT and M&T Bank
- f. IRS Mileage Rate approval (\$0.545/mile)

Mr. Meyer made a motion to appoint the law firm of Blakinger Thomas with Mr. Stephen M. Kraybill, Esquire as the Township Solicitor and appoint David Miller & Associates as the primary Township engineer and Becker Engineering, HRG Inc., Grove Miller Engineering and McMahon Associates as the alternate Township Engineers, to appoint Mr. Michael Landis to serve as Vacancy Board Chairman for 2018, to appoint PLGIT and M&T Bank as Township Depositories for 2018, to approve the 2018 IRS Mileage rate of \$.545 per mile. Mr. Blowers seconded the motion and it was passed by unanimous voice vote.

e. Resolution Re: Appointment of CPA Firm to Perform 2017 Audit – Maher Duessel

Mr. Blowers made a motion to adopt the Resolution appointing the CPA firm of Maher Duessel to perform the 2017 audit for the Township. Mr. Demme seconded the motion and it was passed by unanimous voice vote.

Resolution #2018-01

g. Appointment of PSATS Conference Delegates & Voting Delegate

Chairman Buckwalter stated that the Board needs to appoint delegates and a voting delegate for the annual PSATS Conference. He stated that in the past Mr. Hutchison has been appointed as the voting delegate and the Supervisors as delegates.

Mr. Blowers made a motion to appoint all the Board of Supervisor members who wish to attend the PSATS Conference as delegates and Mr. Hutchison as the voting delegate for the Township, Mr. Demme seconded the motion and it was passed by unanimous voice vote.

h. Appointments to LCTCB Board – Representative and Alternate

Chairman Buckwalter stated that Mr. Hutchison is willing to continue to serve as the Representative for the Board and West Earl Township's Manager Candie Johnson will continue to serve as the alternate.

Mr. Blowers made a motion to appoint Mr. Ralph Hutchison as representative and Ms. Candie Johnson as the alternate representative to the LCTCB Board as the municipal representative for the Conestoga Valley School District. Mr. Meyer seconded the motion and it was passed by unanimous voice vote.

i. Appointments to Central Lancaster County COG – Representative and Alternate

Mr. Blowers made a motion to appoint Mr. Demme as representative, Mr. Meyer as the alternate representative and the Township Manager Mr. Hutchison as voting representative to the Central Lancaster County COG. Mr. Meyer seconded the motion and it was passed by unanimous voice vote.

Appointments to Vacant Positions & Reappointments

a. Emergency Services Committee – Two Year Terms ending 12/31/19:

- i. Hand In Hand Fire Co. Alternate Representative - Lonnie Kauffman
- ii. Hand In Hand Fire Co. Citizen Representative – Brad Kiser
- iii. Lafayette Fire Co. Representative – Dave Keens
- iv. Ronks Fire Co. Alternate Representative – Dave Gribble
- v. Ronks Fire Co. Citizen Representative – Melanie McHenry
- vi. Witmer Fire Co. Representative – Chris Kauffman
- vii. Township Supervisor Representative - Corey Meyer
- viii. Township Citizen Representative-

Chairman Buckwalter reviewed the list of appointment/reappointments for the Emergency Services Committee for two year terms ending 12/31/19. He stated that the Township Citizen vacancy should be filled at a future Supervisors meeting.

Mr. Hutchison stated that John Latschar has been recommended by the Fire Company to serve as the Witmer Fire Co. Alternate Representative.

Mr. Blowers made a motion to appoint Mr. Lonnie Kauffman, Mr. Brad Kiser, Mr. Dave Keens, Mr. Dave Gribble, Ms. Melanie McHenry, Mr. Chris Kauffman, Mr. John Latschar and Mr. Corey Meyer to the Emergency Services Committee for a two year term ending 12/31/19 with the exception of Witmer Fire Co. alternate representative Mr. John Latschar finishing out a two year term ending 12/31/18. Mr. Meyer seconded the motion and it was passed by unanimous voice vote.

Establishment of Treasurer's Bond Amount - \$720,000

Mr. Hutchison stated that the amount of the bond is based upon PADOT's requirements for Highway Aid funding. He stated as Township manager the bond is in his name and protects the Township from any theft or negligence. He further stated that the Township's appointed auditor has recommended a review of the requirements of the Township Code with respect to the amount of the Treasurer's Bond. Mr. Hutchison indicated that Township staff will review these requirements and bring additional information back to the Board at a future meeting. In the interim he recommended that the Board approve the amount of the bond used in prior years so that the Township has one in place.

Mr. Meyer made a motion to approve the Treasurer's Bond in the amount of \$720,000.00. Mr. Blowers seconded the motion and it was passed by unanimous voice vote.

Consent Agenda

- a. Approval of minutes of the Monday, December 18, 2017 Regular Meeting
- b. Approval to Pay Invoices from all Funds Totaling \$114,065.58
- c. Release of Financial Security – J&J Merck: Colonial Village Lane

Chairman Buckwalter presented the bills to be paid from various funds for the total amount of \$114,065.58

Mr. Meyer made a motion to approve the consent agenda items. Mr. Demme seconded the motion and it was passed by unanimous voice vote.

Old Business

- a. Request for time extension to review and act on Devon Creek Phase II Final Plan

RGS Associates letter dated December 14, 2017, on behalf of Brookfield Development Corporation, “is requesting a time extension for the Board of Supervisors to act on the Final Land Development Plan for Devon Creek Phase 2. The plans were submitted November 12, 2015. The previous extension will expire on January 2, 2018. The project is being delayed due to temporary inability of the City of Lancaster to provide adequate water service. Brookfield is actively exploring solutions to serve the project with water.” The applicant requested a time extension of an additional 6 months which will extend the expiration date to July 2, 2018.

Mr. Blowers made a motion to approve the time extension for Devon Creek – Phase 2 Final Plan to July 2, 2018. Mr. Meyer seconded the motion and it was passed by unanimous voice vote.

- b. Draft Noise Ordinance Review

Mr. Hutchison indicated that staff is continuing to work on revisions to the draft Noise Ordinance as discussed with the Board at a prior meeting but was not prepared to review these revisions.

New Business

- a. None

Action Items:

- a. Resolution re: Police Officer Contributions to Police Pension Plan (5%)

Mr. Meyer made a motion to adopt the Resolution for the Police Officer Contributions to Police Pension Fund at five percent (5%). Mr. Blowers seconded the motion and it was passed by unanimous voice vote.

Resolution #2018-02

- b. Resolution re: Non-Uniform employees Contributions to Pension Plan (3.5%)

Mr. Meyer made a motion to adopt the Resolution for the Non-Uniformed Employees Contributions to Non-Uniformed Pension Fund at three and a half percent (3.5%). Mr. Blowers seconded the motion and it was passed by unanimous voice vote.

Resolution #2018-03

- c. Resolution re: Opposition to HB 1620

Mr. Hutchison indicated that this proposed Resolution was prepared and distributed by the state association (PSATS) with a request that all Townships adopt it as quickly as possible. The Resolution expresses opposition to House Bill 1620 that, if enacted into law, would remove municipal authority to regulate the installation of Distributed Antenna Systems (DAS) within the Township's rights of way.

After some discussion by the Board, Mr. Blowers made a motion to adopt the Resolution in Opposition to House Bill 1620. Mr. Meyer seconded the motion and it was passed by unanimous voice vote.

Resolution #2018-04

- d. Assessment appeal intervention re: Glass Kitchens / AMT

Mr. Hutchison stated that the Township is given notices of any appeals from the decisions of the County Assessment Board of Appeals. An appeal was made by the property owner of their new 2018 assessed value and it was denied by the Board of Assessment Appeals. The owners have now appealed the decision to the county court. Mr. Hutchison said he likes to present the appeals to the Board when the size of the assessed value is significant so that the Board has the opportunity to intervene which will put the township in the loop with getting all information pertaining to the appeal and give the board the opportunity to participate in the court proceeding. The Board discussed the proposed intervention and decided that they did not wish to intervene in the court proceedings in this matter.

Manager's Report:

- a. MS4

Mr. Hutchison reported on the ongoing activities of the Township to meet the requirements of the MS4 program and the related Township permit. In particular he indicated that staff has been working to prepare the plans for the streambank restoration and riparian buffer project along the Pequea Creek at the Mill Bridge Village campground, completion of the basin retrofit project on the Township campus and public education efforts.

b. Lincoln Highway Streetscape Plan Implementation

Mr. Hutchison said that he normally wouldn't report on these efforts at the first monthly meeting but he wanted to announce the Township's success in being awarded \$500,000 in funding through the Redevelopment Assistance Capital Program (RACP) by the Governor's office. These funds will be used to complete the "Rockvale Trail" portion of the recommended improvements from the Lincoln Highway Streetscape plan. The Township is required to match this funding. He further stated that the Townships application under this program has requested about \$800,000 and so he anticipates that the project will have to be scaled back somewhat. Finally he said that the award needs to be accepted by the Board in order to continue through the process of obtaining these funds.

After some discussion, a motion was made by Mr. Meyer to accept the funding award through the Redevelopment Assistance Capital Program in the amount of \$500,000. The motion was then seconded by Mr. Demme and passed by unanimous voice vote.

Adjournment

A motion was made by Mr. Demme and seconded by Mr. Blowers to adjourn the meeting. The motion was passed by unanimous voice vote. The next regularly scheduled meeting is to be held on Monday, January 15, 2018 beginning at 7:30 pm.

Respectfully submitted,
Ralph Hutchison