

WEST HEMPFIELD TOWNSHIP SUPERVISORS MEETING
Minutes of October 1, 2019

The regularly scheduled meeting of the Board of Supervisors was held at the West Hempfield Township Municipal Building, 3476 Marietta Avenue. Board Chairman David Dumeyer, and Board Members Edward Fisher, Robert Munro and Naomi Martin were present. Also in attendance were: Township Manager Andrew Stern; Zoning Officer Dwayne Steager; Chief of Police Lisa A. Layden and Brenda Baumbach, Finance/HR Director serving as Recording Secretary. Kent Gardner was not present at the meeting.

I. Chairman David Dumeyer called the meeting to order at 7:30 p.m. and led with the Pledge of Allegiance.

II. POLICE PROMOTION - Douglas Ober

Chairman Dumeyer said the Board would like to recognize Doug Ober for his exemplary performance as Corporal and officially promote him to the rank of Sergeant.

Chairman Dumeyer stated that Corporal Ober has been with the Township Police Department for over 17 years. Prior to joining our department, he worked for Manheim Township and Manheim Borough for a total of ten years. Doug was promoted to Corporal in 2009 and as a supervisor, he demonstrated excellent leadership skills and commitment to the highest standards in law enforcement. He was Officer of the Year in 2015. He is a member of the Lancaster County Forensic Unit, and he is currently a Certified Evidence Technician. He is also Vice President of the F.O.P, Lancaster Lodge and has been a firefighter and driver for the Manheim Fire Company for 30 years. In his spare time he enjoys camping with his family.

Effective immediately, Corporal Doug Ober is hereby promoted to the rank of Sergeant. The Badge was presented to his wife who pinned it onto his uniform.

III. APPROVAL OF MINUTES: The September 3, 2019 Board minutes were not available for approval. They will be presented to the Board at their November meeting.

IV. COMMUNICATIONS

A. BOARD OF SUPERVISORS – No Report

B. TOWNSHIP MANAGER – Andrew Stern reported:

INTERNAL MATTERS

1. **Pension RFP.** Pension proposals have been received and are being reviewed by Brenda Baumbach and I. We received proposals from eight very well qualified firms (see list below, not in any specific order). We plan to interview three within the next couple of weeks.

- Morgan Stanley
- Wells Fargo
- BBT
- Fulton Financial

- PFM
 - Conrad Siegel
 - PNC
 - Girard (Univest)
2. **Insurance (Property and Liability).** We have been working with EHD (our current broker), as well as Pennsylvania Municipal League/PennPrime, and Kocman Insurance Group (KIG). Our two main goals are:
 - a. Update our information to receive more appropriate coverages.
 - b. Provide competition in the process in order to obtain better rates.

I expect to begin receiving proposals soon. As you may recall, last year we faced an increase of over 12%. We were able to reduce it to 3%. Our goal is to get better control over current and future increases.
 3. **APWA Symposium.** On Thursday, September 19, WHT hosted the APWA Central PA Annual Symposium. We had nearly 350 municipal employees and vendors at our facility. Everything went well and we received many compliments. A special thanks to Dale for helping plan the event, to our entire PW crew for helping setup and tear down, to Mountville and East Hempfield for helping us, and to our fire company for allowing us to use their space.
 4. **Municipal Building.** I have been working with DMAI and Rettew to terminate our NPDES for this building. As-builts should be recorded by the time you read this!
 5. **Farmdale @ Marietta.** Construction should begin very soon. We are awaiting the final materials needed for the project.
 6. **MS4 PRP.** Dwayne Steager and I have met with Kara from Rettew to begin planning our PRP project engineering and construction. We have asked for a budget for 2020's work and we have also requested that she identify grant/funding opportunities and start applying for them.
 7. **City of Lancaster Water.** As reported last month, the City of Lancaster is starting a major pipe replacement project. Their staging area and clean fill site are at their reservoir property behind Giant on Centerville Road which is partly in East Hempfield and partly in West Hempfield. The site is visible from the homes on Buckthorn Drive and Todd Lane. The City has chosen to confine their work to the portion of their property in East Hempfield Township. As such, they do not require any approvals from West Hempfield Township and we are no longer directly involved.
 8. **Stony Battery Road Swamp.** Construction is complete. Grass is growing. Hopefully the erosion control measures can be removed sooner than expected and the project will be fully functional.
 9. **Stony Battery Road Paving.** East Hempfield Township intends to pave their side of Stony Battery Road in the area of QVC to Noll. We are working with them to pave our side as well with WHT reimbursing EHT for our portion. This will be discussed during our budget process. The estimate at this time for our part is \$200,000, which would be paid for with state funds.
 10. **Comprehensive Plan.** On September 24, Dwayne and I met with Scott Standish and Alex Rohrbaugh at LCPC to informally review our DRAFT Comprehensive Plan. In general they liked what we have done. They provided several suggestions that we will be working to incorporate before we begin the formal review process.
 11. **Hempfield Rec.** I have been working with the Hempfield Rec staff to create a committee to work on programs and events for our parks for next year. Rob Munro

has agreed to serve. Tara Ney from the Fire Company has agreed to serve. We will be seeking two community/business people to also serve.

12. **LCATS Fall Meeting.** Will be Monday, November 4, 2019.
13. **2020 Budget Meeting.** We have begun our 2020 budget process. I am proposing 2:30 pm on Monday, November 4, 2019.

EXTERNAL MATTERS

1. **Locust Grove Road Speed.** We have received complaints about speeding on Locust Grove Road in the area of Foxwood Dr. The police department conducted a speed study (see attached.) Posted speed is 25 MPH. Average speed is 33.58 MPH (within 10 MPH of posted speed). 85th speed is 37.69 MPH which is slightly over 10 MPH above posted speed. While this is within expected ranges, we will need to keep an eye on this road in the future.

PERSONNEL

1. **Administration.** We will be interviewing part-time receptionist candidates over the next week or two.
2. **Public Works.** We remain short-handed due to a work-place injury and a personal medical issue.
3. **Police.** We have one officer currently on light-duty due to a personal medical issue.

OUTSIDE BOARDS AND COMMITTEES

1. **CLC-COG.** We hosted the September 25 meeting at our building. The next meeting is November 27, 2019 at East Hempfield Township at 8:30 am.
2. **LIMC.** The next LIMC meeting will be October 9, 2019 at Lancaster Township.

CORRESPONDENCE

1. **Columbia Fire Company.** We have received a letter from President Fritz seeking additional funding for 2020. This will be looked at during the budgeting process.
2. **LCSWMA.** We have been advised that LCSWMA will no longer be accepting yard waste at their facilities. This does not directly affect us as our yard waste comes to our woody waste site. However, LCSWMA has also eliminated their waste grinder which we had been using. Our pile of woody waste is growing fast and we currently have very limited options. I am working with Dale to find a solution.
3. **620 Sycamore Dr.** We have received a 'notice of intent to remediate' in accordance with the Land Recycling and Environmental Remediation Standards Act.
4. **Liquid Fuels.** We have received notice that our estimated State Liquid Fuels revenue for 2020 will be \$567,444. This is slightly lower than 2019, although only an estimate at this time.

C. TREASURER'S REPORT

1. Acknowledge Receipt of 2020 MMP on 9-27-2019 – MMO computations for 2020 for the Uniformed and Non-Uniformed Pensions were emailed to the Board on September

19, 2019 and hard copies were hand delivered to the Board on September 27, 2019 as stated in Andrew Stern's memorandum dated September 26, 2019.

Motion: Moved by Robert Munro and seconded by Naomi Martin that the Board has *acknowledged and received* the MMO before September 30, 2019. The motion carried (4-0).

2. August 2019 All Funds Account Totals

General Fund	\$ 4,654,754.15
Sewer Fund	\$ 146,838.03
Refuse Fund	\$ 579,238.45
Street Light Fund	\$ 34,180.82
Fire Hydrant Fund	\$ 18,070.97
TDR Fund	\$ 606,341.68
State Liquid Fund	\$ 1,014,523.42
Police Pension Fund	\$ 7,063,636.97
Non-Uniform Pension Fund	\$ 2,425,192.24
Recreation	\$ 41,535.37
Highway	\$ 978,508.82
Post Retirement	\$ -
Health Care (HRA)	\$ 26,968.75
MS4 Stormwater Fund	\$ 100,148.01
Total All Funds	\$ 17,689,937.68

D. DEPARTMENT REPORTS: POLICE, PUBLIC WORKS, ZONING/LAND USE, FIRE, EMS - Written reports were reviewed and discussed.

- Police – Chief Lisa Layden reported:
 1. Total calls for service for August 2019

W. Hempfield Township –	740
Mountville Borough -	<u>184</u>
Total	924
 2. Investigations – On going:
 - a) Two firearms violations
 - b) Two unattended deaths
 - c) Assisting with numerous theft from vehicles cases, ties to an East Coast Gang that travels and commits these types of crimes.
- Zoning/Land Use – Dwayne Steager reported PRP Project Planning is in process and the Ms4 Annual Report has been submitted.

- Public Works – Dale Getz reported we sent the 2004 Sterling out for some radiator repairs 2 month back, because of removing the A/C compressor, and oil cooler. At that time Chad advised them of an oil leak on the engine. They replaced the crank shaft seal, because they see oil coming from there. Come to find out that is not where the problem was. It is the front engine timing gear cover that is cracked. Their estimate to repair is, cover \$1,000.00, 40 hours labor to replace. We could be in the \$5,000.00 range.

Written Report

1. **Week of September 2-5:** Allan Myers finished paving project Wednesday. Everything seems good this year. Worked at Grubb Lake Wednesday and Thursday. Got down to get silt cleared out from Storm pipes that cross the trail. 100ft ADS storm sewer pipe was delivered for the Farmdale / Marietta.
 2. **Week of September 9-14:** Continued doing base repair on Chickes Hill Rd. Concrete Storm pipe was delivered for Farmdale / Marietta storm sewer. I contacted the guy that L.C.S.W.A gave me for grinding. He is way out of range. He wants \$500.00 hourly rate. I will do some checking elsewhere.
 3. **Week of September 16-20:** ROW mower out of commission, the main boom welds broke. The manufacturer (Tiger) is sending us a replacement boom free of charge. Wednesday equipment for APWA event showed up and staged. Thursday APWA event was a hit. Everyone seemed to enjoy it, and I received a lot of positive feedback. West Hempfield Staff was very instrumental in making this a success.
 4. **Week of September 23-27:**I am scheduling the Marietta/ Farmdale for the week of October 7th. I have Flagger Force, BN Excavating, and PennDOT on notice to start then.
- Columbia Fire Department – The department submitted a request for an increased contribution from the Township for 2020. Two new fire vehicles are now in service – an engine and rescue.
 - EMS – Rob Walker, Susquehanna Valley EMS –presented the September Response Report. Mr. Walker informed the Board that SVEMS is changing their response model to go back to paramedic chase vehicles to enhance service to those who most need it.

E. RESIDENTS

- Peter Doherty, South Avenue - Mr. Doherty expressed concerns about a neighbor's shed and a stormwater swale on Northridge Drive. The Board indicated they would visit the property during their October 30th road tour list. Refer to Planning Commission Minutes & Audio for info
- Nina Beecher, 2430 Ironville Pike – Ms. Beecher expressed concerns about accidents and speed along Ironville Pike. The Board asked the Police Chief to look into this.

V. SUBDIVISIONS, LAND DEVELOPMENTS, AND PLANNING MODULES.

BRIEFING ITEMS:

- A. **Petition to Amend the West Hempfield Township Zoning Ordinance
SBCC Land Co. LP -WHTPC 07-19**
- B. **Petition to Amend the West Hempfield Township Zoning Ordinance Map
SBCC Land Co. LP -WHTPC 08-19**
- C. **Evercor Facility Management – WHTPC 11-19 (90 Days 11-27-19)
Waiver of LD/SWM Plan
Location: 509 S. 16th Street**

AGENDA ITEMS:

- A. **Mountville Elementary School Pavilion -WHTPC 10-19 (90 Days 11-20-19)
Waiver of Land Development
Location: 200 College Avenue**

The applicant is proposing the construction of a patio/pavilion outdoor instructional area. The area that is being requested is located on existing school campus and does not impact access, traffic, lighting, utilities, easements, and other such provisions as required by a Land Development Plan. There are existing stormwater collection, conveyance, and management facilities in place that will accommodate the minor increase in impervious. The proposed improvements of an outdoor classroom represent a minimum amount of impervious coverage. The impervious will be mitigated by an existing on-site stormwater management basin. Mrs. Shannon Douglas, Mountville Elementary PTO was present on behalf of the applicant.

Action Required:

- Motion was made by Edward Fisher and seconded by Robert Munro to **approve** the Waiver of Land Development as presented and discussed. The motion passed (4-0).

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- B. **David and Sarah Wolfe Iron Ridge
Financial Security Reduction No. 1**

The applicant is requesting a partial release of their financial security.

Based on a site visit and a review of the documentation, the Township Engineer recommends that the financial security for this development be reduced by \$408,210.00, which will leave a new outstanding financial security balance of \$59,011.00. This amount is adequate to cover the costs of the remaining work listed above. The Municipalities Planning Code (MPC), Section 509 (j) states that the Township may require the retention

of 10% of the original amount (\$467,221.00) prior to final release of the financial security. Therefore, until completion of all outstanding work to the satisfaction of the Township, the financial security should not be reduced to an amount below \$46,722.10.

Action Required:

- Motion was made by Edward Fisher and seconded by Robert Munro to **approve** a reduction of the financial security of \$467,221.00 by the amount of \$408,210.00, which will leave a new outstanding financial security balance of \$59,011.00. The above amount does not include any increase that may have automatically occurred on the anniversary date of the financial security. The motion passed (4-0).

VI. UNFINISHED BUSINESS - None

VII. NEW BUSINESS - None

VIII. ORDINANCES, RESOLUTIONS, AND AGREEMENTS

- Police Memorandum of Understanding - Andrew Stern, Township Manager, informed the Board that in late 2017 the Board approved an additional officer (#21) to fill-in as a result of us loaning an officer to the Lancaster Drug Task Force (DTF). As such, we continued to have twenty (20) officers here at the Township, plus one at the DTF. As you are aware, the DTF returned our officer at the end of August due to funding issues. As a result, we now have one “extra” officer (#21) here at the Township. This MOU provides that the Township will keep an “extra” officer (#21) until the next officer leaves employment with the Township, at which time the Township will determine if there is a need to continue with staffing of 21 or return to 20. He also stated that the Police Association has approved and signed the MOU.
 - Motion was made by Edward Fisher and seconded by Robert Munro to **approve** signing of the MOU between the Township and the WHT Police Association, keeping an “extra” officer (#21) until the next officer leaves employment with the Township, at which time the Township will determine if there is a need to continue with staffing of 21 or return to 20. The motion passed (4-0).

- PPL Amended Easement Agreement – Andrew Stern presented the proposed agreement from PPL seeking an amendment to allow more flexibility when replacing wood poles with steel monopoles in the Township.
 - Motion was made by Edward Fisher and seconded by Robert Munro to approve the proposed amendment with the condition That all Township legal costs be reimbursed by PPL. Motion carried (4-0).

IX. APPROVAL OF PAYABLES Need ET \$\$\$ amount

FUND	Amount	Check #'s
Payroll & Taxes	\$209,646.53	EFT
FULTON – General Fund	\$359,682.11	1389-1508
FULTON – Refuse	\$124,550.98	1025-1029
FULTON – Street Light	\$8,697.89	1014-1015
FULTON – Escrow	\$1,751.06	1008
FULTON – State Fund	\$37,120.48	1026-1035
Total	\$741,449.05	

Motion: Moved by Robert Munro and seconded by Edward Fisher to *approve* payment of all bills between September 1 – September 30, 2019 and any residuals. Motion carried (4-0).

X. GOOD OF THE ORDER

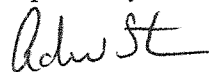
UPCOMING MEETINGS: Thursday, November 7, 2019 Regular Meeting at 7:30 p.m. (Thursday due to election on Tuesday)

XI. ADJOURNMENT

Chairman Dumeyer asked for a motion to adjourn the regular Board of Supervisors meeting at 8:35 p.m.

Motion: Robert Munro moved, seconded by Edward Fisher, to *adjourn* the regular Board of Supervisors regular meeting at 8:35 p.m. The motion passed (4-0).

Respectfully submitted,



Andrew Stern,
 Township Manager

