

WEST HEMPFIELD TOWNSHIP SUPERVISORS MEETING
Minutes of June 4, 2020

The regular meeting of the Board of Supervisors was held at the West Hempfield Township Municipal Building, 3476 Marietta Avenue. The public was permitted to attend in-person or remotely via Zoom (video and audio), with instructions provided at the Township's internet website. The agenda posted to the Township's website and posted on the front window of the Township Building advised of the public's ability to attend in-person or remotely.

Board Chairman David Dumeyer, and Board Members Kent Gardner, Edward Fisher, Robert Munro, and Naomi Martin were physically present at the meeting. Township Manager Andrew Stern was also physically present. In attendance remotely via Zoom were Zoning Officer Dwayne Steager, Public Works Director Dale Getz, Police Chief Lisa A. Layden; Fire Chief Dean Gantz, Jr. and Judy Carrier, Recording Secretary.

Chairman Dumeyer announced that an Executive Session would be held after tonight's meeting to discuss public safety issues.

I. CALL TO ORDER: Chairman Dumeyer called the meeting to order at 7:30 p.m. and led with the pledge of allegiance.

II. MINUTES – May 5, 2020

Motion: Moved by Robert Munro and seconded by Kent Gardner to *approve* the Board's May 5, 2020 Regular Meeting Minutes as presented. Motion carried (5-0).

III. COMMUNICATIONS

A. BOARD OF SUPERVISORS – None

B. TOWNSHIP MANAGER

Internal Matters

1. **COVID-19.** Obviously, this has consumed most of my time the past month! I have provided updates to the Board during this period, so nothing new to report at this time.
2. **Lobby.** Our lobby has been open to the public since May 4 without incident.
3. **Woody Waste.** It was brought to our attention several months ago that our Woody Waste facility had never received a permit from the Pennsylvania Department of Environmental Protection. Immediately after learning of this, Dale worked to rectify the situation. Attached to this report is a copy of our "Permit by Rule" which brings us into compliance and allows us to be eligible for state recycling grants.

External Matters

1. **Hempfield RecCenter.** Hempfield RecCenter has begun registrations for their summer camp and playground programs. They will be following strict guidelines for

their facilities. Jeff Book will be at this meeting to provide updates and answer any questions you may have.

2. **Americold.** E&S work has begun. Permits for construction are currently being reviewed by Township staff and a third-party.

Personnel

1. **Employee Schedules.** All employees are back to working regular schedules.
2. **Staffing.** All positions are currently filled.

Outside Boards and Committees

1. **CLC-COG.** We held a virtual CLC-COG meeting the morning of May 27, 2020.

Correspondence

1. **620 Sycamore.** A letter has been received from BL Companies advising that that they will be submitting a Remedial Investigation Risk Assessment and Final Report to PA DEP.

C. TREASURER’S REPORT - APRIL 2020 FINANCIALS

General Fund	\$ 3,565,398.11
Sewer Fund	\$ 8,737.94
Refuse Fund	\$ 932,861.60
Street Light Fund	\$ 24,357.88
TDR Fund	\$ 622,668.15
State Liquid Fund	\$ 1,122,053.99
Police Pension Fund	\$ 7,436,900.19
Non-Uniform Pension Fund	\$ 2,483,216.48
Recreation	\$ 41,973.02
Highway	\$ 989,067.69
Health Care (HRA)	\$ 31,113.82
MS4 Stormwater Fund	\$ 300,481.35
Total All Funds	\$ 17,558,830.22

Mr. Stern reported that Brenda is still “cleaning up” and noted \$50,000 in additional revenue was received last year due to the change to Fulton Bank; however, along with most banks, Fulton has dropped their rates to very, very low . . . in this case to .01% . . . due to the market fluctuations in treasury bonds yield. Most school districts and municipalities, whatever bank they are associated with, saw a significant reduction and he and Brenda will continue to monitor.

Mr. Munro questioned the two pension accounts and Mr. Stern explained that some monies are still kept in the Fulton Bank for contributions the police make to their pensions so there is a clearing house for that. To simplify, Chairman Dumeyer stated the small amounts remaining in some of the accounts for police pension are simply old accounts that are still getting some latent interest. Mr. Stern confirmed and added that

the 2019 audit is still being cleared out so that will have a little impact on these accounts. When this is completed, the Board will have the 2019 Audit and, hopefully, the treasurer's reports will be up-to-date.

D. DEPARTMENT REPORTS: POLICE, PUBLIC WORKS, ZONING/LAND USE, FIRE, EMS:

POLICE: A written report was submitted and Chief Layden additionally reported that she has applied to the Department of Justice for a 50/50 Grant that will help purchase another digital traffic sign that will be used for traffic control and counting for traffic studies. Mr. Bennett asked about the advanced drone training. Chief Layden stated it enables the use of the highest level of mapping technology for crash investigations and crime scenes and they have used it twice so far this year, both for traffic crash so the officers don't have to be out on the road when mapping.

PUBLIC WORKS: A written report was submitted and Dale had nothing further to add. Mr. Stern thanked Dale for his work to obtain a permit to bring the woody waste facility into compliance which allows the township to be eligible for state recycling grants.

ZONING/LAND USE: A written report was submitted. Mr. Fisher asked about Case #1296. Mr. Steager explained Cumberland Farms/Turkey Hill Minit Markets requested a special exception to change the non-conforming use of an existing bank drive thru to a different non-conforming restaurant use with drive thru service in the TV Zone, being that it was permitted prior to the rezoning of the TV District.

FIRE: Written reports were received from West Hempfield, Mountville and Columbia. There were no questions and Chief Gantz had nothing further to add.

EMS: Mike Fitzgibbons was not present and there was no report.

E. TOWNSHIP ENGINEER'S REPORT - A written report was received from Melissa Kelly and reviewed. Any comments or questions will be addressed with Melissa when she is available.

F. GUEST: JEFF BOOK, EXECUTIVE DIRECTOR, HEMPFIELD REC CENTER. Mr. Book was present remotely and gave an update on plans for opening some of the facilities. He is starting to get some people on the campus as well as in the park. The fitness center is ready and waiting for the move to the 'green' phase, which he is hoping will be end of July/early August and he is prepared for maximum restrictions. A new yoga program that will be free to the entire community, not just members of the RecCenter, is beginning next week at two locations, Fairview Park and East Petersburg pool. Mr. Stern remarked that signs suggesting following guidelines have been erected at all parks and the township is hoping to open the playgrounds next week. Mr. Book will be talking with Mr. Stern about a spray-on product he has found for the playground that won't let the virus adhere and will last 3-6 months. Chairman Dumeyer thanked Mr. Book for all he is doing for the parks and believes this is a good partnership that is

working out very well so far. Mr. Book thanked the Board for all their support and he is looking forward to continuing the relationship.

G. RESIDENTS

- Charles Davis, Carroway Drive, Mountville was physically present and expressed concern about how the County Drug Task Force loss of \$150,000 will affect the township and the taxpayers. Mr. Stern responded that it is a very complicated situation and, as a taxpayer, he can say that the task force actually gives us more money than we give them so we have a net revenue for the township in our relationship. As far as the District Attorney is concerned, she indicated she will be discussing with the municipalities soon how to address this concern, which we share, as obviously we want to account for the monies before we agree to any future monies that we have not already agreed to. So, the Township is working on that and as long as we are continuing to get more money than them, Mr. Stern would not recommend any change. Mr. Davis thanked the Board for sharing their thoughts.
- James DiLouie, Primrose Lane, Mountville was physically present to offer his congratulations on establishing the Municipal Authority and asked if they were going to be looking for volunteers. Mr. Stern responded that for now, the original documentation assigned appointed this Board as the Board of the Municipal Authority, which is why they took their oath this evening. As Executive Director of the Municipal Authority, Mr. Stern's request to the Board next month will be to ask that they set up at least one committee to start working on a stormwater fee. He is sure there will be other future committees and one of the things the Board will be deciding is who will make up those committees – whether it is board members, staff, residents or experts. We are not at that point yet, perhaps there may be an opportunity at that time. Mr. DiLouie thanked the Board, reminding that they knew of his background from previous discussions, and offered his help. He asked if the township has an approved permit for the MS4. Mr. Stern confirmed the permit is approved and explained how to find it on the website as it is a general permit, we do not have an individual permit.
- Joe Fliss, Ivy Drive, was physically present to report the speeding on Ivy Drive is terrible and he believes the sign the township put up for a week has made it worse. The combination of speeding vehicles, people having difficulty trying to back out of their driveways, landscapers parking in the middle of the road with only their blinkers on – and not having any flaggers, and a rise on the road that creates a dead spot where vehicles can't see what is ahead of them is very dangerous. Chief Layden said Ivy Drive is on her list and they are keeping an eye on things. Mr. Fliss said he has noticed police vehicles out there and thanked her for that. The Board noted this week was particularly busy due to graduation ceremonies and picking up diplomas and is hopeful things will calm down. Mr. Fliss thanked the Board and would appreciate anything they can do to reduce the speeding problem on Ivy Drive.

IV. SUBDIVISIONS, LAND DEVELOPMENTS, AND PLANNING MODULES - None

V. UNFINISHED BUSINESS

- A. Declaration of Disaster Emergency, set to expire June 24, 2020. Mr. Stern reported the Declaration will expire June 24, 2020 unless rescinded prior to that date or extended beyond that date and recommended the Board allow it to expire. If conditions should

change, a new declaration can be adopted and ratified at an upcoming meeting. Following discussion, the Board *unanimously agreed* to allow the Declaration of Disaster Emergency to expire but reinstate later if needed. No further action was required.

VI. NEW BUSINESS

- A. Pension Plan Investment Policy Statement. Due to the change of the township's investment advisor to Conrad Siegel effective the beginning of this year, an investment policy statement is required for the Uniformed (Police) and Non-Uniformed pension plans. The Investment Committee for both plans is comprised of Andrew Stern and Brenda Baumbach who, technically, have the authorization to approve this policy; however, they prefer that the Board have the opportunity to review and publicly acknowledge receipt of the Policy Statement and offer any concerns they may have. Following review and discussion, the Board had no concerns and *unanimously acknowledged* receipt of the Pension Plan Investment Policy Statement. A motion to approve was not necessary.
- B. Use of Ironville Park June 27-28, 2020. Jonathan Charles, Marietta Avenue, was physically present seeking permission for two people to use Ironville Park from 2:00 p.m. Saturday, June 27 to 2:00 p.m. Sunday, June 28 for an overnight radio exercise that would require temporarily erecting radio antennas approximately 43 feet in height. Mr. Charles thoroughly explained the exercise and answered all questions regarding isolation of the area used, safety, handling of unknown incidents and insurance coverage. Following discussion, **Motion** was made by Edward Fisher and seconded by Kent Gardner to *approve* the request by Jonathan Charles to use Ironville Park from 2:00 p.m. Saturday, June 27 to 2:00 p.m. Sunday, June 28 for a radio exercise as presented and discussed. The motion passed (5-0).

VII. ORDINANCES AND RESOLUTIONS.

- A. West Hempfield Pandemic Response Team, Resolution #12-20. Chairman Dumeyer read Resolution #12-20, extending sincere gratitude to the appointed members of the Pandemic Response Team and to the individuals who also provided their dedication, skills and expertise to the team and the Township and significantly contributed to the ongoing success of the Township in dealing with the COVID-19 pandemic.

Motion was made by Kent Gardner and seconded by Robert Munro to *adopt* Resolution No. 12-20, a Resolution offering gratitude to the West Hempfield Township Pandemic Response Team. The motion unanimously passed (5-0). A copy of the Resolution will be transmitted to each individual in recognition of the contribution each has made to the health and safety of the Township during the pandemic.

VIII. APPROVAL OF PAYABLES. – MAY 2020

FUND	AMOUNT	CHECK #'S
PAYROLL & TAXES	\$ 207,066.29	EFT
FULTON - GENERAL FUND	\$ 464,330.16	2317 - 2412
FULTON - REFUSE	\$ 142,632.03	1056 - 1061
FULTON - STREET LIGHT	\$ 2,647.62	1023
FULTON - ESCROW	\$ 9,842.50	2023
FULTON - STATE FUND	\$ 7,389.55	1099 - 1103
Total	\$ 833,908.15	

Motion: Moved by Kent Gardner and seconded by Robert Munro to *approve* payment of all bills between May 1, 2020 and May 31, 2020 and any residuals that may be forthcoming. Motion carried (5-0).

IX. ADJOURNMENT

Chairman Dumeyer asked for a motion to adjourn the regular Board of Supervisors meeting to Executive Session at 8:25 p.m to discuss public safety issues.

Motion: Robert Munro moved, seconded by Kent Gardner to *adjourn* the regular Board of Supervisors meeting to Executive Session at 8:25 p.m. to discuss public safety issues. The motion passed (5-0).

Respectfully submitted,



Andrew Stern,
Township Manager

