

WEST HEMPFIELD TOWNSHIP SUPERVISORS MEETING
Minutes of February 1, 2022

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.

Chairman David Dumeyer and Board Members Kent Gardner, Edward Fisher, Robert Munro, and Naomi Martin were physically present at the meeting. Also in attendance were Township Manager Andrew Stern; Director of Land Use Dwayne Steager; and Township Engineer Melissa Kelly. Recording Secretary Judy Carrier attended remotely via Zoom.

A. CALL TO ORDER - Chairman Dumeyer called the meeting to order at 7:30 p.m. and led with the Pledge of Allegiance.

B. CORPORAL JAMES M. GARDILL

1. Resolution 4-2022: Recognition of Retirement. Chairman Dumeyer read Resolution No. 4-2022, a Resolution honoring the service of James M. Gardill on the occasion of his retirement from West Hempfield Township and the West Hempfield Township Police Department. **Motion** was made by Edward Fisher and seconded by Kent Gardner to **adopt** Resolution 4-2022. Corporal Gardill was presented a copy of the Resolution with the grateful appreciation of the Board of Supervisors. A brief recess was then taken to allow time for photographs to be taken.

C. APPROVAL OF MINUTES

1. January 3, 2022 - **Moved** by Robert Munro and second by Edward Fisher to **approve** the Minutes of the January 3, 2022 Meeting as presented. The motion carried (5-0).

D. COMMUNICATIONS

1. BOARD OF SUPERVISORS – None

2. TOWNSHIP MANAGER

INTERNAL MATTERS

1. **Revenues.** Update on EIT and LST. Distributions from LCTCB are shown below.

	2020 YTD	2021 YTD	2022 YTD
EIT	105,847	111,389	114,581
LST	22,210	13,493	3,782
OTHER	1,421	364	112
NON-RESIDENT	54	908	870
TOTAL	\$129,532	\$126,154	\$119,345

*Above numbers are the amounts distributed to us, net of LCTCB fees.

2. **Other Vehicles:** The Public Works 2022 Chevy 2500 has arrived. Dale is working to obtain a plow for the vehicle. The only remaining vehicle we are waiting for is the Chief's Ford SUV, which has been delayed in production.

3. **Ballfields.** We are working with Hempfield Rec to schedule meetings with our youth leagues regarding maintenance of the fields at Silver Spring and Fairview. It is my understanding that in the past, the leagues maintained the fields they used. The fields are in need of significant maintenance at this point.

4. **Farmdale/Ferndale.** Staff and Rettew met with the contractor, Doli, on January 11, 2022. Minutes from this Pre-Con meeting are attached.
 - a. **Rettew.** On this agenda is a proposal from Rettew for construction services.
 - b. **Residents.** The attached letter was sent to all residents of the neighborhood giving them an update on this project.

5. **CLC-COG.** As mentioned in prior reports, as all CLC-COG municipalities are now back in LIMC, CLC-COG will be suspending our normal meetings until further notice. Attached is the amendment to the agreement which now requires only one meeting per year.

6. **PSATS.** Reminder – you are registered for the PSATS Convention April 24-27 in Hershey.

EXTERNAL MATTERS

1. **Columbia-Wrightsville 462 Bridge.** A meeting was held January 6, 2022 with PennDOT, DCNR, the three municipalities, the two counties, State Reps, and others (minutes attached). A follow-up meeting of the municipalities was held on January 21, 2022. The municipalities agreed we would NOT provide a letter to PennDOT agreeing to maintain the lights or bike lane. We have a follow-up meeting with PennDOT and DCNR on February 15 at 10:00 am. We are still hoping they will do the right thing and agree to maintain all portions of this state-owned bridge.

PERSONNEL

1. **Staffing.** One Public Works employee has submitted his resignation. We will be working to replace him ASAP. Otherwise, we are fully staffed.
2. **COVID.** We have had a number of employees out with COVID. We have managed to continue with normal operations.

OUTSIDE BOARDS AND COMMITTEES

1. **LIMC:** Our next meeting will be February 9, 2021, 7:30 am, at Manor Township.

CORRESPONDENCE

1. **Lancaster Direct.** We have been notified by Storb Environmental of upstream storage of fuel oil.
2. **Intellicor, LLC.** We have been notified by GZA GeoEnvironmental of their intent to submit an operating permit renewal to DEP for their printing facility at 3575 Hempland Road.

3. TREASURER’S REPORT – DECEMBER 2021

General Fund	\$ 4,461,144.37
Refuse Fund	\$ 892,971.82
Street Light Fund	\$ 20,016.23
TDR Fund	\$ 744,145.36
State Liquid Fund	\$ 990,341.88
Police Pension Fund	\$ 9,317,224.98
Non-Uniform Pension Fund	\$ 3,153,270.84
Recreation	\$ 42,080.62
Highway	\$ 991,402.70
Health Care (HRA)	\$ 24,589.10
MS4 Stormwater	\$ 188,540.43
Fire Tax	\$ 78,190.15
Fire Hydrant	\$ 230,365.11
TOTAL ALL FUNDS	\$ 21,134,283.59

4. DEPARTMENT REPORTS: POLICE, PUBLIC WORKS, ZONING/LAND USE, FIRE, EMS
Written reports were received from all departments. Dwayne Steager discussed permits and a 2021 Fire & Rescue Response Report was submitted by West Hempfield Fire & Rescue Company. It was prepared by Firefighter Eric Bachman and presented by Fire Chief Joseph Ney.

5. TOWNSHIP ENGINEER'S REPORT – Melissa Kelly submitted and reviewed her written January report.

6. RESIDENTS: PUBLIC COMMENT ON NON-AGENDA ITEMS – Tim Kreider, Prospect Road, expressed concern about trucks speeding on Prospect Road and stated that he has reported this to the police department. He is also concerned about trucks trying to travel under the railroad underpass which cannot make it and attempt to make u-turns in the road causing damage to neighboring properties. The Board will take this up with Chief Layden.

E. SUBDIVISIONS, LAND DEVELOPMENTS, AND PLANNING MODULES.

*In the past, my SALDO memo identified projects as either **BRIEFING** or **ACTION**. With the recent passage of Pennsylvania Act 65, I am no longer identifying projects in this manner. They will simply be agenda items. In my recommendations below, I will suggest whether they are ready for action or not. By identifying them as BRIEFING, Act 65 may prevent you from acting on the plan even if an applicant requests it and it is ready by the meeting time.*

1. Drager Tract WHTPC 17-2021

Sketch Plan

Location: 760 High Ridge Road

Zoned: R2

Lot Size: 37.40 Acres/ 1,629,144.0 ft²

The applicant, Heartland Builders, is proposing a development consisting of sixty-seven new single family detached homes with associated street and stormwater improvements. The applicant has submitted sketch plan seeking feedback on the design. Attorney Claudia Shank, McKees Wallace Nurick, described the project and William Swiernik, David Miller/Associates presented the concept plan on behalf of Scott and Jay Provanzo.

Action Required

- ❖ Comments and feedback between the Supervisors and the applicants pertained to the the possibility of having a second access road rather than an emergency only access, landscape screening of the stormwater basin along the road, a truck turn-around at the back, High Ridge Avenue, speeding and resident Lance Smith expressed concerns about traffic. Attorney Shank confirmed they will be doing a traffic study and a truck turn-around will be decided in the traffic study and will be submitted with the Conditional Use application, no changes are planned for High Ridge Road, they have no issues with landscape screening, and they were discouraged from pursuing the option of a second access road because the Township has been pretty clear that they wanted to try avoiding traffic to High Ridge Road.

2. Saadia Group, LLC

Zoning Map Amendment Petition

Location: Stony Battery Road & Meadow Spring Road

Tim Kreider, Prospect Road, expressed concern with limited storage and excessive street parking.

Action Required:

- ❖ **Moved** by Kent Gardner and seconded by Robert Munro to *refer* the Zoning Map Amendment Petition Request to the West Hempfield Township Planning Commission and the Lancaster County Planning Commission. The motion passed (5-0).

3. Peregrine WHTPC 6-2021

Agreements

Location: 4301 Marietta Avenue

Zoned: R3

Lot Size: 24 Acres/ 1,045,440.0 ft²

The applicant is proposing to develop an approximately 21-acre project site is located on the north side of Marietta Avenue immediately west of the intersection with Bridge Valley Road in West Hempfield Township, Lancaster County. Andrew Stern explained the Agreements.

Action Required

- ❖ **Moved** by Kent Gardner and seconded by Robert Munro to *approve* the signing of Agreements for Conservation Easement, Trail Easement, and Deferred Improvements Agreement. The motion passed (5-0).

4. Turkey Hill Store 136/BK WHTPC 03-2021 (Time extension 3/11/22)

Location: 3570 Marietta Avenue

Zoned: TV

Lot Size: 1.80 Acres/ 78,408.0 ft²

Applicant has proposed replacing the former bank facility with a Burger King restaurant but has not moved forward with addressing outstanding comments despite several time extensions. No representation for the applicant was present. Andrew Stern confirmed they were aware this was on the agenda and submitted recommendations from the Township Solicitor.

Action Required

- ❖ **Moved** by Edward Fisher and seconded by Robert Munro to **Reject and Deny** the Land Development Plan based on failure to address deficiencies in the plan per engineering review dated April 23, 2021. The motion passed (5-0).

5. 620 Sycamore WHTPC 16-2021 (90 Days 3/2/2022)

Final Subdivision Plan

Location: 620 Sycamore Drive

Zoned: R2

Lot Size: 54.60 Acres/2378,376.0 ft²

The applicant, 620 Sycamore Drive Associates, LLC, the equitable owner of a +/- 56.32 acre tract fronting on Pitney Road and Sycamore Drive in West Hempfield Township, Lancaster County, Pennsylvania utilizing the open space design option and consisting of one hundred single family dwellings more or less.

Action Required

- ❖ **Informational only at this time.**

Todd Kurl and Len Bradley from RGS as well as Andy Miller from Catalyst presented updated conveyance plan drawings for the Sycamore Road stormwater upgrades. They wanted the Board to be aware of their progress and discuss any concerns the Board might have.

Mr. Stern indicated that the project would most likely be on the March 1 Board agenda for final action.

F. UNFINISHED BUSINESS

1. Short Term Disability (STD) Insurance (Tabled from 1-3-2022 meeting).
Andrew Stern referred to his memo dated December 21, 2021 recommending providing Short Term Disability Insurance to non-union employees after 30 days (police can negotiate to add this benefit in the upcoming 2022 contract). The cost will be about \$350-400/month (about \$5,000/year). **Moved** by Robert Munro and seconded by Edward Fisher to **provide** Short Term Disability Insurance to non-union employees after 30 days. The motion passed (5-0).
2. Public Works Salt Shed Project – Andrew Stern referred to his memo dated January 25, 2022. Staff is seeking Board guidance on which direction to go:
 - Option A: Original Precast Version, up to \$138,000.
 - Option B: Built in place Version provided by Mr. Fisher

Mr. Stern suggested using ARPA money to pay for the entire project.
There was discussion by the Board and no public comments were offered.
No decision was reached.

G. NEW BUSINESS

1. Farmdale/Ferndale Construction Services Proposal – Rettew, \$79,500. Melissa Kelly, Rettew Associates, presented the proposal. **Moved** by Edward Fisher and seconded by Robert Munro to **accept** the Rettew Associates proposal for Farmdale/Ferndale Storm Sewer Improvements, total proposed fees - \$79,500, as presented. The motion passed (5-0).
2. Chiques NFWF Project Construction Services Proposal – Rettew, \$21,800. Melissa Kelly, Rettew Associates, presented the West Hempfield Township - Rettew Associates UNT Chiques Creek – Bidding and Construction Administration scope/fee to develop public bidding documents, manage the public bidding process, and perform construction administration tasks including inspections and reporting. **Moved** by Edward Fisher and seconded by Robert Munro to **accept** Rettew Associates Chiques LFWF Project Construction Services proposal with a budget estimate of \$21,800. The motion passed (5-0).
3. Donate Police Car to Mountville Fire Company – Andrew Stern presented the request received from Captain Douglas L. Ober to donate the 2015 Ford Utility (Explorer) Cruiser to The Mountville fire Company. **Moved** by Kent Gardner and seconded by Robert Munro to **approve** Captain Ober’s request. The motion passed (5-0).

H. ORDINANCES, RESOLUTIONS, AND AGREEMENTS

1. Resolution 5-2022: Escalator Clause – **Moved** by Edward Fisher and seconded by Kent Gardner to **adopt** Resolution 5-2022: Escalator Clause, a Resolution of the Board of supervisors of West Hempfield Township, Lancaster County, Pennsylvania, for a price adjustment of bituminous materials for small quantities. The motion passed (5-0).
2. Resolution 6-2022: Woody Waste Facility – Andrew Stern advised of three minor changes in the rules. **Moved** by Kent Gardner and seconded by Robert Munro to **adopt** Resolution 6-2022: Woody Waste Facility, a Resolution of West Hempfield Township, Lancaster County, Pennsylvania, adopting rules and regulations for the use of the West Hempfield Township Compost Facility. The motion passed (5-0).

I. APPROVAL OF PAYABLES

PAYROLL & TAXES	\$ 167,981.03	EFT
FULTON - GENERAL FUND	\$ 343,612.69	4279 - 4379
FULTON - REFUSE	\$ 173,594.54	1148 - 1157
FULTON - STREET LIGHT	\$ 4,583.37	1051
FULTON - FIRE HYDRANT	\$ 28,834.96	1001
FULTON - ESCROW	\$ 18,029.13	2052 - 2053
FULTON - MUNICIPAL AUTHORITY	\$ 1,066.54	5-6
FULTON - STATE FUND	\$ 44,216.75	1243 - 1250
TOTAL	\$ 781,919.01	

Moved by Kent Gardner and seconded by Robert Munro to *approve* payment of all bills between January 1, 2022 and January 31, 2022, and any residuals that may be forth- coming. Motion carried (5-0).

J. GOOD OF THE ORDER

NEXT MEETING: TUESDAY, MARCH 1, 2022: Regular Meeting at 7:30 p.m.

K. ADJOURNMENT

Chairman Dumeyer called for a motion to adjourn into Municipal Authority meeting with Executive Session to follow.

- **Motion** was made by Robert Munro and seconded by Kent Gardner to *adjourn* into Municipal Authority meeting at 10:05 p.m. with Executive Session to follow. The motion passed (5-0).

Respectfully submitted,



Andrew Stern,
Township Manager

