

WEST HEMPFIELD TOWNSHIP SUPERVISORS MEETING
Minutes of April 2, 2019

The regularly scheduled meeting of the Board of Supervisors was held at the West Hempfield Township Municipal Building, 3476 Marietta Avenue. Chairman David Dumeyer and Board members, Edward Fisher, Kent Gardner, Robert Munro and Naomi Martin were present. Also in attendance were: Township Manager Andrew Stern; Retired Chief of Police Mark Pugliese I; Acting Chief of Police George Brace; Public Works Director Dale Getz; Finance/Personnel Director, Brenda Baumbach and Judy Carrier, Recording Secretary. Dwayne Steager 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. RETIREMENT OF MARK PUGLIESE I, CHIEF OF POLICE. Chairman Dumeyer thanked everyone who attended the afternoon reception honoring Retiring Chief Pugliese.
 - a. Resolution 5-19: Honoring the Retirement of Mark G. Pugliese I. Chairman Dumeyer read Resolution 5-19 honoring the service of Mark G. Pugliese I on the occasion of his retirement from the West Hempfield Township Police Department and presented him the Resolution with grateful appreciation of the Board of Supervisors. Motion to *adopt* Resolution 5-19 was made by Robert Munro, seconded by Edward Fisher and unanimously passed by the Board (5-0)

 - b. Resolution 6-19: Retiring Service Weapon. Chairman Dumeyer read Resolution 6-19 retiring the service weapon of Retiring Chief of Police Mark G. Pugliese I. Motion was made by Edward Fisher and seconded by Kent Gardner to *adopt* Resolution 6-19 retiring the service weapon and transferring to Mark G. Pugliese I in accordance with applicable laws of the Nation and Commonwealth. The motion passed unanimously (5-0).

 - c. Presentations.
 - o The West Hempfield Township Board of Supervisors presented a plaque bearing a Chief of Police badge and the dates of Chief Pugliese's dedicated service to the citizens of West Hempfield Township upon his retirement.
 - o West Hempfield Township Manager Andrew Stern, presented a retirement badge thanking Chief Pugliese for the many times he went above and beyond the call of duty to get things done and wishing him the very best in his retirement.
 - o State Representative Brett Miller, presented a citation on behalf of the people in the 41st District, David Hickernell who also shares representation of West Hempfield Township and himself, personally, affirming and acknowledging Chief Pugliese for a life that has contributed to the good of the people of West Hempfield Township which has, in turn, made the Commonwealth of Pennsylvania better.
 - o Senator Ryan Aument presented a citation on behalf of himself, Senator Scott Martin and the Commonwealth of Pennsylvania thanking Chief Pugliese and

his family for the sacrifices they have made for the good of the township and the community.

- Chairman Dumeyer presented a Letter of Commendation from the Lancaster County Board of Commissioners recognizing the value and importance of individuals who devote their life to helping others, and expressing appreciation and respect for Chief Pugliese's team leadership and many years of service to protect our residents.
- Sgt. Ryan Draper, President of the West Hempfield Township Police Association, thanked Chief Pugliese for his 17 years of service, presented him with a plaque, and wished him good luck on his retirement.
- Members of the Pilot Club of Lancaster's Project Life Saver Program thanked Chief Pugliese for his vision, commitment and care given to this public safety program for residents, families and caregivers for those who have cognitive challenges and tend to wander.
- Mountville Mayor Phillip Kresge noted that Mountville is also losing their Police Chief and thanked Chief Pugliese for his dedication and all that he has done for Mountville.

Chief Pugliese's family was recognized and in his closing remarks, he thanked County Police, Fire, Community, police officers, Board of Supervisors and Township Manager for the police department being in great shape. Chairman Dumeyer remarked on behalf of everyone that Chief Pugliese will be missed.

III. APPOINTMENT OF NEW CHIEF OF POLICE, LISA LAYDEN

- a. Employment Agreement.
- b. Oath of Office.

Chairman Dumeyer introduced Lisa Layden and reviewed her background. Following a reading of the employment agreement, motion was made by Edward Fisher, seconded by Kent Gardner and carried by the Board (5-0) to **approve** the employment agreement as read. Lisa Layden was sworn in and Township Manager Andrew Stern presented her with a Police Chief badge and welcomed her to the Township.

IV. APPOINTMENT OF ACTING CHIEF OF POLICE, SERGEANT GEORGE BRACE

- The Board of Supervisors **appointed** Sgt. George F. Brace, Jr. as Acting Chief of Police from April 2 – April 15, 2019 on motion made by Kent Gardner, seconded by Robert Munro and carried (5-0).

A five (5) minute recess was taken to provide the opportunity for congratulatory wishes and photographs.

V. PUBLIC HEARING: ZONING ORDINANCE TEXT AMENDMENT: OFF-STREET PARKING, USES NOT PROVIDED FOR, RECREATION FACILITIES, AND ACCESSORY USES.

Chairman Dumeyer opened the Public Hearing: Zoning Ordinance Text Amendment: Off-Street Parking, Uses Not Provided For, Recreation Facilities, and Accessory Uses at 8:15 p.m. and reviewed procedure applicable for this legislative hearing. The Hearing was then opened for public comments, questions, concerns or statements. There were none. There being no further discussion (Board or Public), Chairman Dumeyer called for the question to adjourn the public hearing. **Motion** was made by Edward Fisher and seconded by Kent Gardner to *adjourn* the Public Hearing: Zoning Ordinance Text Amendment: Off-Street Parking, Uses Not Provided For, Recreation Facilities, and Accessory Uses. The motion passed (5-0). Chairman Dumeyer *adjourned* the Public Hearing at 8:20 p.m. and informed that action on Ordinance 02-19-R (Reenactment): Zoning Ordinance Text Amendment: Off-Street Parking, Uses Not Provided For, Recreation Facilities, and Accessory Uses will be taken under Item K of tonight's meeting agenda.

VI. APPROVAL OF MINUTES

- March 5, 2019 meeting.
 - **Motion:** Moved by Edward Fisher and seconded by Robert Munro to *approve* the Board's March 5, 2019 regular meeting minutes as presented. Motion carried (5-0).

VII. COMMUNICATIONS

A. BOARD OF SUPERVISORS.

Kent Gardner reported the LIMC meeting is scheduled for April 10, 2019 at Manor Township. The Clean Water Consortium will meet tomorrow, Wednesday, April 3, 2019 and instead of a golf outing this year an educational forum will be held June 3rd at the County Training Center.

B. TOWNSHIP MANAGER.

Andrew Stern reviewed the March Report and added several items.

ADDITIONAL ITEMS

1. A request has been received from Mountville Borough for assistance from West Hempfield Township Fire Police to provide traffic control at the Memorial Day Parade; Saturday May 25, 2019 from approximately 9:00 a.m. to 12:00 noon.
 - **Motion:** Moved by Edward Fisher and seconded by Robert Munro to *authorize* WHT Fire Police Assistance at the Memorial Day Parade as submitted. The motion passed (5-0).
2. The family of the West Hempfield Fire and Rescue Chief would like to plant a memorial tree with accompanying plaque at the Ironville Park in memory of their baby cousin. ***The Board had no objections.***
3. Audit – Copy of the completed audit was included in the Board packet.

INTERNAL MATTERS

1. **Act 537 Sewage Facilities Planning.** Dwayne and I met with LASA, DEP, and other municipal managers on March 13 to begin the planning process for the update of our 537 Plan. To our surprise DEP (Tim Wagner) informed us that we

do NOT have to do an update. I had added \$5,000 to the 2019 budget for this, which we no longer need and we had anticipated significantly more in 2020!

2. **MS4 PRP:** Dwayne, Kara, and I met with DEP, in Harrisburg, on March 13 to review our PRP comment letter. Of the 15 comments, only one is of real concern to us and regards how we mapped our MS4 area. DEP seemed very willing to re-review our maps if we add additional justification for the method we used to remove portions of our Township from the MS4 area used to calculate our required reductions. Rettew will be revising the maps and resubmitting soon.
3. **PPL Street Lights:** Late in 2018 the Township adopted a new ordinance and resolution converting the multiple street light rates to one single rate. Since that time I have been working with PPL to finalize the cost for the upgrade of these lights to LED. Unfortunately, the final anticipated cost will exceed the new rate established. As such, I have NOT moved this project forward. However, I have learned that some of the light types have lower rates already. As such, we can convert 98 of our 248 remaining non-LED lights to LED and actually save about \$350/year! We can address the other light types at a later date. **I am seeking approval to proceed with converting only the light types with a lower price at this time, in lieu of all lights.**
 - **Motion:** Moved by Kent Gardner and seconded by Robert Munro that Ordinance #8-18 and Resolution 15-18 adopted December 4, 2018 be *amended* to reduce the number of lights to be converted to LED from 248 to 98. The motion passed (5-0).
4. **Parks.** Hempfield RecCenter has met with our staff several times in the past two weeks and are all set to move forward with our new parks partnership.
5. **Park Rentals.** All pavilions are currently \$35 to rent. As discussed previously we would like to increase the fees. I have worked with HARC on this matter and we are suggesting that we hold the fees for 2019 but raise them to \$50/residents and \$75/non-residents for 2020. For Grubb Lake, Mountville residents would be included as residents. Mountville will be reviewing this request for Grubb Lake. **I am seeking your approval.**
 - **Motion:** Moved by Edward Fisher and seconded by Kent Gardner to *raise* pavilion rental rates to \$50/residents and \$75/non-residents for 2020. The motion passed (5-0).
6. **Druid Hill Road.** As discussed last month, Druid Hill Road had not been paved properly in 2018. We have since negotiated a resolution to this project in which the contractor has agreed to forfeit \$89,427.30 and in return we accept the road as-is. This agreement was made after core samples were taken and we have agreed that the road is structurally sound, it is just missing a leveling course and thus not 100% as smooth as it could have or should have been.
7. **Marietta at Farmdale.** As the Board is aware, in August of 2018, a major rain event caused a partial collapse in a stormwater pipe and a hole to form at the edge of the intersection. We have met with PennDot and determined that the pipe within our right-of-way is collapsed and in need of replacement. We are working with Scott Hain from DMAI and PennDot to finalize a solution. We have not budgeted for this, but it is my recommendation that we design to PennDot specifications and use the state liquid fuels money saved from Druid Hill Road towards this work.

8. **Veterans Memorial Bridge (462).** On March 26, Dale, Cpl. Ober, and I attended a meeting with representatives from LCPC, YCPC, Wrightsville, Columbia, and DCNR. The purpose of the meeting was to discuss upcoming improvements to the bridge. As reported previously, this bridge is planned for a significant rehab in about two years. Planners are trying to determine the best and safest design to promote bicycle and pedestrian access across the bridge. As the bridge is technically within our Township, there are issues that we will eventually have to make a decision on, such as a possible change to the speed limit on the bridge, our position on maintenance and liability for sidewalks on the bridge, and other matters. Mr. Stern indicated that he has had discussions with Mayor Lutz from Columbia about a possible agreement granting them jurisdiction over the bridge so they can make these decisions. *The Board agreed with Mr. Stern continuing discussions with them regarding the bridge.*
9. **Raintree.** The main line is installed. They will be installing the concrete vaults this week. All service lines have been bored to the proposed location of the grinder pump unit. They have had a lot of rain-outs this spring, but they expect to be done by end of May.
10. **Banking.** We are in the process of moving our main banking to Fulton. As part of this change, we will have to pay additional banking fees in order to take advantage of some higher rate accounts and additional services, BUT we anticipate a net increase in revenues from interest to be about \$35,000 annually!
11. **Refuse Contract.** In March the Board authorized me to notify Republic of our intent to renew our refuse contract for an additional year. As anticipated, Republic officially declined citing the increased cost of recycling. As such, we intend to work with LCSWMA to prepare a bid this summer to be awarded in late 2019.

NEW MUNICIPAL BUILDING

1. We have returned all but \$17,500 to the contractor. The remaining money is retainage for exterior work needed to close out or Conservation District permits.
2. I have attached a summary to date for the building expenses. It appears we will end up \$260,476 below our budget established at the time contracts were awarded. It is important to also remember we did NOT have any money budgeted for contingencies, so this saved money is actual saved money! Also, we originally budgeted for a sale price of \$400,000 for our building, which ended up bringing \$700,000. In summary, we ended up with a net project savings of \$560,476.

EXTERNAL MATTERS

1. **Sedgewick (former Columbia Drive In).** On March 20 Dwayne and I attended a TIS Scoping meeting at PennDot District 8 for this project and all went well. On April 24 we will be meeting with DEP Central Office in Harrisburg to discuss their proposed floodplain restoration component of this project.

2. **Sycamore.** On March 27, 2019, staff met with the developers and their representatives to discuss the Conditional Use decision and conditions. They will be discussing further with their team, but I believe they now have a better understanding of what the conditions mean for their project.
3. **Americold.** Americold on Hempland Road is planning for an expansion in the very near future. They provided a very brief introduction to the Planning Commission and will return soon to the Planning Commission and Board to continue their dialogue with the Township.
4. **Other Developments.** We have been working with several other property owners on upcoming development projects, including Koller (Marietta Avenue west of Miller), Drager (west of High Ridge), and Hershey (north of Chinchilla).

PERSONNEL

1. **George Brace.** I have on the agenda the appointment of George Brace as Acting Chief of Police from April 2- April 15. Normally the Chief would make this appointment during their absence. However, in this case, we will not have a Chief to make the appointment so I believe it would be cleaner to have the Board appoint an Acting Chief during this transition. Once Chief Layden is on the job, future appointments would come from her.
2. **Public Works.** We have NOT yet hired a replacement for Joe Ney. We had very few applicants and those we'd consider wanted significantly more pay than we could offer.

OUTSIDE BOARDS AND COMMITTEES

1. **CLC-COG.** A meeting was held March 27, 2019. The next meeting is May 22, 2019 at East Petersburg.
2. **LIMC.** The next LIMC meeting will be April 10, 2019.

CORRESPONDENCE

1. **Atlantic Sunrise Pipeline:** We received notices from the law firm Harpst Ross Becker notifying us of potential liens on our property as a result of the Atlantic Sunrise Pipeline project. We have forwarded these notices to our Solicitor.
2. **Highway Safety Network.** We received an audit report for the Buckle Up PA Seat Belt Enforcement and Education grant. They determined there were two \$0.03 discrepancies. They will be adding this \$0.06 to our next reimbursement.
3. **PSATS.** We have received the 2019 proposed Changes to PSATS Bylaws and the 2019 proposed PSATS Resolutions. A copy is attached.
4. **SVEMS.** You are invited to a forum to be presented by Susquehanna Valley EMS titled "Crisis in EMS, Past, Present & Future. I will be attending.
5. **Lancaster County MPO.** You are invited to attend a Workshop on Smart Growth Transportation on April 17, from 6-7 pm.

VIII. TREASURER’S REPORT

General Fund	\$ 3,348,550.20
Sewer Fund	\$ 273,979.38
Refuse Fund	\$ 560,907.20
Street Light Fund	\$ 6,407.94
Fire Hydrant Fund	\$ 73,981.07
TDR Fund	\$ 599,671.98
State Liquid Fund	\$ 638,552.45
Police Pension Fund	\$ 7,068,361.90
Non-Uniform Pension Fund	\$ 2,368,261.89
Recreation	\$ 41,076.28
Highway	\$ 962,691.33
Post Retirement	\$
Health Care (HRA)	\$ 36,072.26
MS4 Stormwater Fund	\$ 100,000.00
Total All Funds	\$ 16,078,513.88

Andrew Stern reported that the General Fund numbers are still in flux and not yet final.

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

Written reports were received, reviewed and discussed.

- Acting Chief of Police George Brace reviewed the monthly statistics for February and thanked past and present donors to the HMVEE fund.
- Dale Getz, Public Works, recommended a more efficient method to spread leaves in the fields in the future. He will provide additional information at a later date.
- Dean Gantz, Mountville Fire, reviewed five findings on the Mountville Fireman’s Relief Association auditor’s report. He reported there are no complications regarding the Veterans Memorial Bridge and didn’t believe that any of the changes would affect the Mountville Fire Department.
- EMS – Michael Fitzgibbons, Susquehanna Valley EMS, gave a brief report and reviewed target items . . . Federal & State reports re ‘Crises in EMT’, staffing shortage, training, funding. A Breakfast meeting will be held at the Four Seasons Banquet Facility, April 10, 2019, 7:30 a.m. – 11:00 a.m. to keep municipal officials informed. Anyone planning to attend was asked to RSVP.

X. RESIDENTS

- James and Theresa Meisenbach, Holly Drive, expressed concern regarding speeding on Holly Drive claiming most traffic is going double the 25 mph speed limit which is a major safety concern. Acting Chief Brace will make note of this to his officers.
- Gary Lintner, Eby Chiques Road, stated he hopes recent accident activity at Prospect & Spooky Nook Road and the upswing in traffic since the traffic signal has been installed at Farmingdale isn't a harbinger of things to come. The Board noted the work being done near Kellogg's at State Road and I-283 is also having an impact.

XI. SUBDIVISIONS, LAND DEVELOPMENTS, AND PLANNING MODULES

BRIEFING ITEMS:

**A. Houck Wayne & Linda – WHTPC 01-19
Lot Add-On Plan
Location: 3887 and 3871 Pawnee Road**

The applicant is proposing to subdivide .359 acre from 3871 Pawnee Road and add to 3887 Pawnee Road.

AGENDA ITEMS:

**A. New Story School – WHTPC 02-19
Waiver of Land Development
Location: 3700 Hempland Road
Zone: I-2
Lot Size: 11.3 acres/492,228 ft.²**

The applicant has requested a waiver of the requirement to process a land development plan. The applicant proposes to reduce the overall impervious coverage by installing 8,157 sf of impervious surface while removing unused impervious totaling 10,248 sf. The applicant is proposing the building of two additions and the removal of existing impervious surface with conversion to pervious surface area with an overall net reduction in impervious area. Impacts to traffic infrastructure needs will also be reduced.

The township engineer has recommended approval of this waiver request based upon the justification provided with the condition that the applicant satisfy all remaining outstanding engineering comments to the satisfaction of the engineer and township staff.

Larry Smith, Project Manager, Olsen Design Group Architects, Inc. presented the request dated March 4, 2019 and associated attachments. Nichole Arnold, Vice President/COO Salisbury Management and New Story, provided information pertaining to the school and the students enrolled.

After discussion, the following action was taken:

Action Required:

- **Motion:** Moved by Edward Fisher and seconded by Kent Gardner to *approve* the requested waiver of the requirement to process a land development plan with the condition that all remaining outstanding engineering comments are resolved to the satisfaction of the engineer and township staff. The motion passed (5-0).

XII. UNFINISHED BUSINESS

a. Award Paving & Seal Coating Bids – On February 26, 2019, bids were opened for paving, seal coating, and materials. On March 5, 2019, the Board awarded the contract for materials but rejected the bids for paving and seal coating. On March 29, 2019 new bids were opened for paving and seal coating. Andrew Stern reviewed the results and his recommendations to award. After discussion, the following actions were taken:

- **Motion:** Moved by Edward Fisher and seconded by Robert Munro to *award* contract to Allan Myers for 9.5 mm Superpave in-place, Surface Milling, and Petro-Mat, with a total cost of \$267,080.00. The motion passed (5-0).
- **Motion:** Moved by Edward Fisher and seconded by Robert Munro to *award* contract to Martin Paving for Seal Coating, with a total cost of \$171,866.39. The motion passed (5-0).

b. Electric Vehicle Charging Station – Andrew Stern led continued discussion. After comments by individual board members, the following action was taken:

- **Motion:** Moved by Kent Gardner and seconded by Robert Munro to *approve* the installation of Electric Vehicle Charging Station with a total cost not to exceed \$5,000.00 over the next three years. The motion passed (5-0).

XIII. NEW BUSINESS

a. Field of Screams: Request for Officers – Andrew Stern read the request dated March 1, 2019 received from Jim Schopf, Field of Screams, requesting the presence of an officer at Field of Screams on the dates and times listed in the request.

- **Motion:** Moved by Robert Munro and seconded by Kent Gardner to *approve* the request for township officers as presented and discussed. The motion passed (5-0).

- b. NRCS Letter of Project Support – Andrew Stern reviewed the proposed letter supporting The Lancaster County Conservation District’s application to the Natural Resources Conservation Service for the preparation of a watershed plan to identify the most efficient and cost-effective measures and methods that enable achievement of the ultimate goal of removing the Chiques Creek from the State’s impaired waters list.

- **Motion:** Moved by Edward Fisher and seconded by Robert Munro to *authorize* Andrew Stern to sign the NRCS Letter of Project Support as presented and discussed. The motion passed (5-0).

XIV. ORDINANCES, RESOLUTIONS, AND AGREEMENTS

- a. Ordinance 02-19-R (Reenactment): Off-street parking, uses not provided for, recreation facilities, and accessory uses.

- **Motion:** Moved by Kent Gardner and seconded by Robert Munro to *adopt* Ordinance 02-19-R. Motion carried (5-0).

- b. Fulton Bank New Account Resolutions

- i. Resolution 07-19: Street Light Account
- ii. Resolution 08-19: MS4 Stormwater
- iii. Resolution 09-19: Supervisors General Fund
- iv. Resolution 10-19: State Liquid Fuels
- v. Resolution 11-19: Sewer
- vi. Resolution 12-19: Refuse
- vii. Resolution 13-19: Tax Assessments
- viii. Resolution 14-19: Escrows
- ix. Resolution 15-19: Police Pension

- **Motion:** Moved by Kent Gardner and seconded by Robert Munro to *pass* above Resolution #'s 07-19, 08-19, 09-19, 10-19, 11-19, 13-19, 12-19, 13-19, 14-19, 15-19 as submitted and discussed. Motion carried (5-0).

- c. Resolution 16-19: Disposition of Records

- **Motion:** Moved by Edward Fisher and seconded by Kent Gardner to *approve* Resolution #16-19: Disposition of Records as submitted and discussed. Motion carried (5-0).

XV. APPROVAL OF PAYABLES

FUND	AMOUNT	CHECK #'S
Payroll and Taxes	\$ 303,491.32	EFT
General Fund	\$ 705,729.45	31404 - 31560
Sewer Fund	\$ -	
Refuse Fund	\$ 117,350.21	2687 - 2698
Street Light	\$ 520.97	440
Fire Hydrant	\$ -	
WHT Escrow	\$ 179,581.75	239-240
State Fund	\$ 22,870.50	3298 - 3312
Total	\$ 1,329,544.20	

➤ **Motion:** Kent Gardner moved, seconded by Robert Munro, to *approve* payment of all bills between March 1 – March 31, 2019 and any residuals. Motion carried (5-0).

XVI. UPCOMING MEETINGS: May 7, 2019 Regular Meeting

XVII. ADJOURNMENT

Chairman Dumeyer asked for a motion to adjourn the regular meeting at 9:15 p.m.

❖ **Motion:** Robert Munro moved, seconded by Kent Gardner, to *adjourn* the regular Board of Supervisors meeting at 9:15 p.m. The motion passed (5-0).

Respectfully submitted,



Andrew Stern,
 Township Manager

