

**WEST HEMPFIELD TOWNSHIP SUPERVISORS' MEETING**  
**Minutes of June 2, 2015**

The regularly scheduled meeting of the Board of Supervisors was held at the Township Municipal Office, 3401 Marietta Avenue, Lancaster, Pennsylvania on Tuesday, June 2, 2015. Chairman David Dumeyer and Board members Edward Fisher, Frank Burkhart, and Naomi Martin were present. Kent Gardner excused absence. Also in attendance were Township Manager Ron Youtz, Chief of Police Mark Pugliese I, Zoning Officer Jodi Heffner, Public Works Director Dale Getz and Brenda Baumbach, Finance/Personnel Director serving as Recording Secretary.

I. CALL TO ORDER

Chairman David Dumeyer called the meeting to order at 7:30 p.m. and led with the Pledge of Allegiance. He also announced that following this meeting, the Board will convene into Executive Session to discuss a personnel and real estate issue.

II. APPROVAL OF MINUTES: May 5, 2015 Meeting

**Motion:** Edward Fisher moved, seconded by Frank Burkhart, to approve the May 5, 2015 regular Board meeting minutes as presented. Motion carried, 4-0.

III. COMMUNICATIONS

A. BOARD OF SUPERVISORS - None

B. MANAGER

1. Ron Youtz stated that he would like to add to agenda under New Business, Item G, Marietta Borough – Request for Letter of Support Regarding Northwest River Trail.
2. Mr. Youtz reminded the Board members of the 2015 Watershed Expo sponsored by Chiques Creek Watershed Alliance on Wednesday, June 24, 2015 from 6 to 8 p.m. at the Lancaster Liederkrantz, 722 S. Chiques Road, Manheim. He also announced that the invitation is posted on the Township's website.

C. RESIDENTS - None

1. Assistant Fire Chief Barry Carter presented the Board with a copy of the April 2015 Fire Company activity report. He announced there were a total of 50 calls with no reportable injuries or fire loss.

IV. SUBDIVISION, LAND DEVELOPMENTS, AND PLANNING MODULES

- A. Dollar General Store – South Side of Marietta Avenue at Ivy Drive – Land Development Plan Briefing

Jodi Heffner, Zoning Officer, informed the Board that the applicants for Dollar General Store are proposing to construct a 9,100 square foot retail store, access drive, parking lot, utilities, and associated storm water management facility on 1.79 acres which is currently owned by the Warren W. Diffenderfer Trust. The land is located in the Traditional Village Zoning District. The project will be served by both public sewer and water.

Jodi Heffner, Zoning Officer, informed the Board at the Planning Commission meetings, discussions were held in regard to the architecture of the building and landscaping requirements as stipulated in the Township's Zoning Ordinance for the Traditional Village District.

Edward Fisher stated that he felt that the lighting will need to be looked at since it is close to the road and the Township does not want the lighting to interfere with traffic and the adjoining neighbors.

Mr. Youtz stated that the applicants have submitted a Conditional Use application and Rettew Associates have reviewed it and made formal comments which are being addressed by the applicants. He also stated that the applicants are requesting a continuance for their Conditional Use Hearing. This application is necessary due to the size of the proposed building. The Traditional Village District allows for a maximum footprint for a commercial building to be 6,000 square feet.

B. Saint Anne's Retirement Community – 3952 Columbia Avenue – Land Development Plan Briefing

Jodi Heffner, Zoning Officer, explained to the Board that St. Anne's Retirement Community is proposing to expand its existing facility by increasing the number of living units on its undeveloped property. A Conditional Use was granted by the Board of Supervisors on January 21, 2015.

Township Manager Ron Youtz explained that the layout of the plan does not differ from their Conditional Use Application.

C. Sonlight School - 4075 Siegrist Road– Land Development Plan Briefing

Zoning Officer Jodi Heffner explained that this plan shows a 5,120 square foot addition. This addition will allow for the removal of the existing mobile/trailer classrooms.

Township Manager Ron Youtz informed the Board that this project has been in the planning stages since 2010 as part of the Conditional Use approval granted by the Board of Supervisors dated October 14, 2010.

D. Larry and Julie Newcomer – 3705 Locust Grove Road – Lot Add-on Plan

Randy Schappell, surveyor with Weber Surveyors, Inc., explained to the Board that the

applicant is proposing to add .5 acre from the 36 acre lot that they own. The property is divided between West Hempfield and Manor Township, with the larger part of the land located in West Hempfield Township.

Township Manager Ron Youtz stated that this will make the smaller lot a conforming lot by becoming one acre. He stated that the Planning Commission has reviewed the plan and are recommending to the Board of Supervisors that they approve the plan along with approval of two waiver requests.

### **WAIVERS**

**Motion:** Edward Fisher moved, seconded by Frank Burkhart, to approve the waiver of Section 602.F – Future Right of Way for the Newcomer Lot Add-on Plan. Motion carried, 4-0.

**Motion:** Edward Fisher moved, seconded by Frank Burkhart, to approve the waiver of Section 602.K.6.a – Improvement of Existing Perimeter Street for the Newcomer Lot Add-on Plan. Motion carried, 4-0.

### **PLAN APPROVAL**

**Motion:** Edward Fisher moved, seconded by Frank Burkhart, to approve the Larry and Julie Newcomer Revised Final Subdivision Plan with the condition that the applicant satisfies all outstanding comments and requirements to the satisfaction of the Township Engineer and Township Staff. Motion carried, 4-0.

- E. Carl and Patricia Wickenheiser/Joseph and Lauren Duff – 3726 and 3730 Marietta Avenue – Lot Add-on Plan

Randy Schappell, surveyor with Weber Surveyors, Inc., explained to the Board that the applicant is proposing a lot add-on of Lot 3B and Lot 4.

### **WAIVERS**

**Motion:** Edward Fisher moved, seconded by Frank Burkhart, to deny Section 602.F – Future Right of Way areas be reserved, although not dedicated until such time as the Township or PennDot determines that is it needed for the Wickenheiser and Duff's lot add-on plan. Motion carried, 4-0.

**Motion:** Edward Fisher moved, seconded by Frank Burkhart, to deny Section 602.K.6.a – Improvement of Existing Perimeter Street until such time as the Township determines that the improvements are needed for the Wickenheiser and Duff's lot add-on plan. Motion carried, 4-0.

### PLAN APPROVAL

**Motion:** Edward Fisher moved, seconded by Frank Burkhart, to approve the Carl and Patricia Wickenheiser and Joseph, IV and Lauren Duff Revised Final Subdivision Plan with the condition that the applicants satisfy all outstanding comments and requirements to the satisfaction of the Township Engineer and Township Staff. Motion carried, 4-0.

## V. OLD BUSINESS

### A. Building Committee Update

Township Manager Ron Youtz informed the Board that the Building Committee met on Thursday, May 26 to discussed seven potential sites that were being considered for the proposed Municipal Service Complex. He stated that the Committee also reviewed the feasibility study that was prepared by David Miller/Associates for the site owned by West Hempfield Fire and Rescue.

Mr. Youtz stated that the Committee is requesting direction from the Board, on several items: requesting action to confirm the site that is owned by West Hempfield Fire and Rescue as the site to house the Municipal Service Complex, and authorization for a full geotechnical study be conducted by a certified professional to determine the suitability of infiltration on the site. He stated that the Committee is also requesting the Board to authorize preparation of a draft RFP for architectural services.

Mr. Youtz informed the Board that the Committee still wants to make the residents aware of the project, and is recommending a public meeting(s) be held prior to the finalization of any bid award and incurring of debt.

Chairman David Dumeyer asked if the Board wanted to take action on the following recommendations made by the Committee:

1. Action to confirm the site owned by West Hempfield Fire and Rescue as the best site for the construction of the proposed Municipal Services Complex and to authorize a full geotechnical study be conducted:

**Motion:** Edward Fisher moved, seconded by Frank Burkhart, to approve the site owned by West Hempfield Fire and Rescue as the site for the Municipal Services Complex and authorize a full geotechnical study be conducted with cost not to exceed \$6,000.00. Motion carried, 4-0.

2. Action to authorize the Building Committee to continue its work to include but not be limited to preparing a draft Request for Proposals for architectural services.

Edward Fisher recommended that in order to control costs at the architectural stage that

the project he recommends the project be done in phases. Frank Burkhart thanked the Building Committee for discussing and recommending the land that is most suitable for the complex.

**Motion:** Frank Burkhart moved, seconded by Edward Fisher, to approve the Building Committee to continue its work and to authorize preparation of a draft RFP for architectural services. Motion carried, 4-0.

3. Recommendation that a public meeting be held for resident's input prior to finalization of any bid award and incurring of debt.

**Motion:** Edward Fisher moved, seconded by Frank Burkhart, to re-affirm that public meeting(s) for residents' input prior to finalization of any bid award and incurring of debt. Motion carried, 4-0.

Township Manager Ron Youtz asked if he could continue to use David Miller/Associates to perform the work necessary for the geotechnical study. David Dumeyer and Edward Fisher felt DM/A would be up-to-date and familiar with the property. Frank Burkhart suggested contact be made with Harbor Engineering to obtain the preliminary work it had done in the past. Mr. Youtz stated they have already been contacted by David Miller/Associates.

Ron Youtz, Township Manager, asked if he could contact the Township attorney, Josele Cleary, to start the process of preparing an agreement between the Township and West Hempfield Fire and Rescue in regard to the use of the property the Fire Company owns. The Board directed Mr. Youtz to contact Josele Cleary for the necessary agreement.

## VI. NEW BUSINESS

- A. Dollar General Store – 3510 Marietta Avenue – Conditional Use Application – Request for Continuance

Sean Delaney of Reed Smith, LLP, who represents Dollar General, introduced Mr. Michael Swank of Steckbeck Engineering and Surveying, Inc. Mr. Delaney stated they were at the Planning Commission meeting and are uncertain as to the appearance of the exterior and the material to be used since the building is at the entrance of the Traditional Village District.

**Motion:** Frank Burkhart moved, seconded by Edward Fisher, to schedule and re-advertise the Conditional Use Hearing for the Dollar General Store for property located at 3510 Marietta Avenue for Tuesday, June 30, 2015 to be begin at 7:30 pm at the Municipal Building. Motion carried, 4-0.

- B. George and Lorraine Lewis – 1725 Clear Spring Road – Conditional Use Application – Establish Date and Time for Public Hearing

Township Manager Ron Youtz informed the Board that he has received a Conditional Use Application from George and Lorraine Lewis for property located at 1725 Clear Spring Road. He stated that the requested hearing is to modify a condition previously imposed on their property which will allow their current 5.28 acre lot to be subdivided into two lots, one consisting of 1.45 acres (proposed lot) and the second consisting of 3.84 acres (remaining lot).

**Motion:** Frank Burkhart moved, seconded by Edward Fisher, to schedule and advertise the Conditional Use Hearing for George and Lorraine Lewis for property located at 1725 Clear Spring Road for Tuesday, July 7, 2015 to be held during the regular Board meeting at the Township building. Motion carried, 4-0.

C. Little Conestoga Watershed Alliance

Township Manager Ron Youtz informed the Board that the Lancaster County Clean Water Consortium and the Little Conestoga Watershed Alliance are sponsoring an event scheduled for Monday, August 3 at the Conestoga Country Club. He stated that this event could assist Townships with their MS4 education and outreach programs.

**Motion:** Edward Fisher moved, seconded by Frank Burkhart, to approve a \$100.00 donation be made on behalf of the Township to the Lancaster County Clean Water Consortium. Motion carried, 4-0.

D. West Hempfield Fire and Rescue – Request for Assistance with “Safer” Grant

Assistant Fire Chief Barry Carter explained to the Board that on March 6, 2015, a regional application was filed on behalf of West Hempfield Fire and Rescue, East Petersburg Fire Co., Rohrertown Fire Co. and Mountville Fire Co., to the Federal Emergency Management Agency (FEMA) for the 2014 Staffing for Adequate Fire and Emergency Response (SAFER) grant. The grant writing fees cost is approximately \$5,000.00 and the four Fire Departments are asking each Municipality for reimbursement of those costs.

Ron Youtz, Township Manager, informed the Board that East Petersburg Borough have approved its reimbursement and he has talked with the Managers of the other two municipalities and was informed that they would also be reimbursing their Fire Departments their fees of \$1,250.00.

**Motion:** Edward Fisher moved, seconded by Frank Burkhart, to approve the \$1,250.00 grant writing fee be reimbursed to West Hempfield Fire and Rescue. Motion carried, 4-0.

E. Memorandum of Understanding with Hempfield School District

Police Chief Mark Pugliese informed the Board that copies of the Memorandum of

Understanding between the Hempfield School District and West Hempfield Township/West Hempfield Township Police Department have been provided for their review.

Chief Pugliese stated that State Law requires that both parties enter into this agreement in accordance with the "Safe School Act" which sets forth procedures to be followed when an incident involving an act of violence or possession of a weapon occurs on school property. He further stated that the PA Department of Education requires the Memorandum Of Understanding to be updated and signed every two years. This document mirrors those signed on previous occasions.

**Motion:** Edward Fisher moved, seconded by Frank Burkhart, to authorize the Chairman of the Board of Supervisor and the Chief of Police to sign the Memorandum of Understanding between the Township and the Hempfield School District. Motion carried, 4-0.

F. Automated Red Light Enforcement Funding Program

Township Manager Ron Youtz informed the Board that PennDot will be accepting applications for the 2015 Automated Red Light Enforcement (ARLE) Funding Program from June 1 through June 30, 2015. He stated that the program is designed to improve safety and mobility by reducing congestion and improving the efficiency of existing traffic signals on state highways. Mr. Youtz is asking the Board to authorize him to apply for the grant and to include the traffic signal located on Route 30 and Stony Battery Road.

**Motion:** Frank Burkhart moved, seconded by Edward Fisher, to authorize the Township Manager to complete the application and include the traffic signal on Route 30 and Stony Battery Road. Motion carried, 4-0.

G. Marietta Borough – Request for Letter of Support Regarding Northwest River Trail

Ron Youtz, Township Manager informed the Board that he received an email from Sharon Bradnick, Secretary/Treasurer for Marietta Borough, requesting neighboring townships to send a letter of support for the Northwest River Trail, as Marietta Borough is in process of submitting its 2015 grant application to the PA Department of Community and Economic Development's Greenways, Trails, and Recreation Program. Mr. Youtz stated that this grant application is for the necessary funding to complete the Northwest Lancaster County River Trail (NWL CRT) within the borough's boundary.

**Motion:** Frank Burkhart moved, seconded by Naomi Martin, to authorize the letter of support be sent on behalf of Marietta Borough's 2015 grant application for the completion of the Northwest River Trail located within their boundary. Motion carried, 4-0.

VII. ORDINANCES AND RESOLUTIONS - NONE

VIII. APPROVAL OF PAYABLES

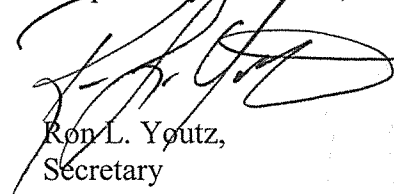
**Motion:** Frank Burkhart moved, seconded by Edward Fisher, to approve payment of all bills between May 1 through May 31, 2015 and any residuals. Motion carried, 4-0.

Payroll/Taxes.....	\$269,174.48	Electronic Payment
General Fund.....	\$223,678.84	Checks 26283 - 26422
Sewer Fund.....	\$ 14,857.06	Checks 3717 - 3718
Refuse Fund.....	\$ 70,442.66	Checks 2271 - 2285
Street Light.....	\$ 4,497.53	Checks 386
Fire Hydrant.....	\$ 25,544.05	Checks 202
Escrow Fund.....	\$ 4,018.05	Checks 141
State Fund.....	\$ 35,502.63	Checks 2977 - 2989

IX. ADJOURNMENT

**Motion:** Chairman David Dumeyer called for a motion to adjourn into Executive Session to discuss a personnel issue. Frank Burkhart moved, seconded by Edward Fisher, to adjourn the meeting at 8:30 p.m., and to go into Executive Session to discuss a personnel issue and a real estate matter. Motion carried, 4-0.

Respectfully submitted,



Ron L. Youtz,  
Secretary

