

**WEST HEMPFIELD TOWNSHIP SUPERVISORS and  
TOWNSHIP PLANNING COMMISSION  
Joint Board Meeting December 15, 2016**

The West Hempfield Township Board of Supervisors held a Special Joint Meeting on Thursday, December 15, 2016 at the West Hempfield Township Municipal Office at 3401 Marietta Avenue, Lancaster, Pennsylvania. Chairman David Dumeyer and Board members Vice Chairman Ed Fisher, Frank Burkhart, Kent Gardner and Naomi Martin were present. Planning Commission members present were Chairman Ron Beam, Vice Chairman John Rodman, Secretary Alice Yoder, Larry Groff and Dan Nonnemacher. Also in attendance were Andrew Stern, Township Manager; Mark Pugliese I, Police Chief; Jodi Heffner, Zoning Officer; Dale Getz, Public Works Director; Melissa Kelly, Township Engineer; Dean Severson, Lancaster County Planning Commission and Maria K. McDonald serving as Recording Secretary.

**I. CALL TO ORDER**

Chairman David Dumeyer called the meeting to order at 8:00 p.m.

**II. APPROVAL OF MINUTES**

**Motion:** Edward Fisher moved, seconded by Frank Burkhart, to approve the minutes of the Joint Board Meeting of October 20, 2016. Motion carried, 5-0.

**III. COMMUNICATIONS**

**A. Township Manager – Andrew Stern reported:**

1. **Appointment of Legal Counsel:** Requested that the Supervisors at their January 3, 2017 reorganization meeting add to the agenda the proposal to appoint legal counsel for the handling of Township personnel matters. He and Mrs. Brenda Baumbach, Finance/Personnel Director, have met with several local attorneys, some of whom work for other county municipalities, regarding hiring a firm to work on the upcoming Police Department negotiations and to update the Township's Personnel Manual, job descriptions, etc. There are several advantages to appointing a local attorney for these matters. This appointment would replace the current legal counsel the Township uses for personnel issues.
2. **Municipal Complex:** Gave special thanks to Police Chief Mark Pugliese and members of West Hempfield Fire and Rescue for their assistance in deciding on details for the new building. Choosing these items now helps in planning the layout of the building and hopefully eliminates future costly change orders. Chief Pugliese and Mr. Stern toured the new Manheim Borough Police Department building, which is nice and well laid out. The Township is using the same interior designer as Manheim, Alexandra (AJ) Weisensale from Interior Planning Group in Lancaster. Mr. Stern said using an interior designer will save the Township money in the long run by coordinating all the details that are involved with furnishing a new building. He presented a proposal from Interior Planning Group for \$14,700 for the Police and Administrative offices only. He forwarded the proposal from IPG of \$7,900 for the Fire Department, if the members are interested in the proposal. Frank Burkhart asked about the sewer system for the new building. Mr. Stern said there is a plan in place that the architects have worked out with LASA. The system will be gravity fed.

**Motion:** Kent Gardner moved, seconded by Edward Fisher, to approve the proposal for interior design work in the new Municipal Complex from AJ Weisensale of Interior Planning Group. Motion carried, 5-0.

- B. Residents** – Steve Artz of Summit Living LLC asked if the Township had received his company’s Petition to Amend the Township Zoning Ordinance. Mr. Dumeyer acknowledged that it has been received.
- C. Board of Supervisors** – Chairman Dumeyer took this time to extend the Board of Supervisors’ thanks to Alice Yoder and Dan Nonnemacher for their years of service on the Township’s Planning Commission. He also cited Dan Nonnemacher for his involvement with the Building Committee over the last few years. The Planning Commission members will need to appoint a new representative to the Building Committee to replace Mr. Nonnemacher. Mr. Dumeyer also asked Mrs. Yoder and Mr. Nonnemacher if they would be interested in serving as alternates on the Planning Commission.
- D. Introduction of Possible Planning Commission Candidates** – Three people expressed interest in serving on the Planning Commission but only two are here tonight. The Board gave those candidates the opportunity to explain their qualifications and why they have an interest in serving.

The first candidate is Lee Martin. He said he has always wanted to serve the community. He has sat in on many meetings of all three Township committees over the last 20 years. He has knowledge of permitting from his familiarity with building a house, especially with LASA and DER. He feels he has the experience and assets to be on the Planning Commission.

The second candidate is Jim Stuckey, a resident of the Township since 1999. He began working at Rettew Associates in 1994. His background is civil engineering and currently he is Executive Director of Operations at LCBC. He has experience in the contracting field and the land development process. He has been watching the Township’s government for several years and he thinks the time is right for him to get involved. He feels he has the required talents to contribute to the Planning Commission.

The third candidate, Barry Carter, was not present this evening due to a scheduling conflict.

Alice Yoder asked the two candidates present what their vision is for the Township in five or 14 years. Mr. Martin said he sees the necessity to preserve the agricultural areas. Development in the Township has to be carefully located and managed. In five years he could see a little bit more development, especially along Marietta Avenue. Mr. Stuckey said this is a beautiful township and would like it to remain that way. The area had a good mix of open space, retail, residential, industrial and commercial sections. Commercial growth needs to continue with responsible development, especially in the Traditional Village zoning district. He said there is great untapped potential in that particular area.

#### IV. BUDGET

##### A. Resolution 12-16 Tax Rate 2017

Andrew Stern, Township Manager, informed the Board that the proposed budget increases the Real Estate Tax rate from 1.34 mils to 1.85 mils (.00185) for 2017.

**Motion:** Kent Gardner moved, seconded by Frank Burkhart, to adopt Resolution 12-16 which amends the Real Estate Tax rate for 2017. Motion carried, 5-0.

#### **B. Resolution 13-16 Budget 2017**

Township Manager Andrew Stern summarized the 2017 budget. The Township's revenues will be much greater than the expenses due to the money brought in for the building project. However, this project will carry into 2018 so we will not be spending all the money in 2017. In past years the Township has had a surplus and will have one this year and next year. The building project's numbers are unknown as yet, as are the costs for the Raintree Road/Marietta Avenue sewer project. Both projects' costs are not accurately projected in the budget. The revenue side is accurate but the expense side is not complete at this time. Once these projects have been sent out to bid and we see actual numbers, that will require a Resolution for additional appropriations at a later date. This procedure has been reviewed by Township Solicitor Josele Cleary. Edward Fisher said the Township, by using our Public Works employees on the Raintree Road Project and with the connection fees, will not see a budget drain and we can recoup some of those costs. Andrew Stern reported that he has met with Lancaster Area Sewer Authority representatives and they are very close to getting accurate figures for the sale of the remaining Township-owned sewer system to LASA by August 2017.

**Motion:** Kent Gardner moved, seconded by Edward Fisher, to adopt Resolution 13-16 Budget for 2017. Motion carried, 5-0.

**Discussion:** Before the representative from David Miller Associates left the meeting, Andrew Stern asked if there were any further questions about the new building. The topic of stormwater management was raised. Edward Fisher said regarding the spillway and discharge pipe, as a municipal facility he knows we will maintain such items as a trash rack to insure it does not become clogged. He acknowledged that we may have a 100-year storm and some water may come up to that inlet grate but a majority of the time most of the water will go through the smaller orifices. He would like to keep the discharge pipe as small as possible, which will help to facilitate negotiations with the adjacent land owner.

Todd Vaughn of DMA said his firm will move forward to work with the adjoining property owner with the goal of running the reduced-size discharge pipe through his property as the main outfall. If that is not possible, they can go with the secondary means which is the prior approved easement. When he met with the architect, Kent Gardner suggested that we have a 10,000 gallon tank for storm water but also have the capability to chain it to another 10,000 gallon tank. The architect put this additional tank on the drawings for future planning.

Ron Beam said it might be advantageous for the adjacent landowner to have a stormwater management system on his property in terms of future development. Frank Burkhart met with Mr. Heisey to discuss the running of pipe through his farmland and he feels that Mr. Heisey would not have a problem with the pipe if it is run underground as opposed to above-ground.

Andrew Stern addressed the construction of the Dollar General store. He has reviewed the plans on file and has been keeping an eye on the construction. The contractor is doing everything exactly as was approved by the Board of Supervisors and Dollar General is in conformance.

## V. COMPREHENSIVE PLAN UPDATE

### A. Walkability

Andrew Stern reported that the list of properties in the Township with sidewalk waivers was compiled by Dean Severson of LCPC (from plans) and by Township staff members (from BOS minutes 1990-present). The sidewalk deferrals have not yet been placed on the Township map for the Board to visualize. The maps provided by Mr. Severson can be used this evening to mark up the areas where the Supervisors would like to see sidewalks, trails, etc.

Mr. Stern asked the Board to brainstorm goals concerning what they would like to see in terms of walkability. 1) Does the Township want to continue with the policy of allowing for deferrals where it seems appropriate, or cancel deferrals and have sidewalks everywhere the Ordinance requires, and 2) What kinds of walkways does the Township envision. For example, East Hempfield Township has shown more flexibility in terms of materials for sidewalks, changes in dimensions, patterns such as zigzagging around trees, etc. A bituminous trail is easier to install and maintain than other materials. Looking at the big picture, where does the Township want sidewalks/walkways – everywhere, or just in particular areas such as new developments, commercial areas, etc. There can be a balance between trying to reduce impervious surfaces but not making the streets/walkways too narrow. The ultimate goal is to determine where do sidewalks really belong and where sidewalks are not a necessity (i.e. ag areas).

Dean Severson of LCPC addressed items he considered worthy of focus:

- Within existing neighborhoods, establishing pedestrian connections and connections to parks, schools, etc. Within the Traditional Village area, having connections along Marietta Avenue and access for new residents get to commercial areas.
- Housing development goals for the Township: where do we see developments going in and how to connect them.
- Industrial office parks, not necessarily connected to other areas of the Township, but perhaps to areas for walking during lunch or to neighboring facilities such as daycare centers.
- Connections to the regional trail systems, to the Columbia and Mountville parks and to the Northwest River Trail in Columbia. The possibility of connecting Ironville Pike to the trails is a good idea, but logistically it may be difficult to execute.

Dave Dumeyer mentioned the sidewalks around the Jay Group building on Corporate Boulevard and the number of walkers he sees using these paths. He asked if Mr. Severson was aware of what type of materials corporations tend to prefer for installing walking areas. Dean said he was unaware of the preference, but it would be easy to gather this information.

Kent Gardner would encourage installing pervious walkways. These are more expensive (up to four times more expensive) but pervious surfaces may be advantageous in some areas. ADA

requirements would need to be addressed. On nature trails pervious surface would be appropriate. Sometimes grant money will cover the added expense of using pervious materials.

Ed Fisher said a link is needed from the Village of Silver Spring to Silver Spring Park. We should also look to connected Grubb Lake to Silver Spring Park and/or Ironville Park. He said we need to use common sense as to where we put sidewalks. A good example is Farmdale School which has a winding path around the school instead of a traditional sidewalk. We should continue this same mindset as we move forward. He also said we need to give more thought to adding sidewalks to commercial/industrial areas. Employees at businesses need some place to walk during lunch or break time. He also stated the Township needs to require sidewalks more often rather than granting deferrals. Mr. Severson recommended that we look at the walkability study recommendations prepared by the County.

Alice Yoder said walkability does not always mean sidewalks. It can mean a pavement that connects with a trail. We should install walkways where safety is a concern. In areas where safety is not as much of a concern, maybe it is not as important to install sidewalks. Rural open roads may not need trails if the area is far enough away from traffic. Safety should be a theme regarding what type of walkway is installed.

Another aspect to consider is bikeability. The roads should be friendly to bicyclists and pedestrians, not just drivers. Linking local bicycle routes to regional trails should be addressed. Mr. Stern cited a study done by Charles County in Maryland that addressed the needs of all types of bikers – leisure, recreational and commuters. Kent Gardner said that connectivity is a good impetus for economic development, as seen in western Pennsylvania. Alice Yoder said the term “sense of place” is better established when more people are out on the street, walking or biking. This makes communities stronger, more close-knit, and people feel safer.

Mr. Stern recommended creating an official Township map regarding links, sidewalks, trails, etc. Then when grant money becomes available, the Township will already have a plan in place. When developers come forward and are looking to spend money on their project, we will already have some ideas laid out. Having an official map reserves these areas in terms of future potential growth and prevents someone from blocking the requirement.

Because there is no official “center” to the Township, Dave Dumeyer said the whole walkability idea needs to be phased in into existing areas. Mr. Severson spoke about the many developed residential areas in the Township that have internal sidewalk systems but are not linked together. Kent Gardner said we should look at how can we also link up with our neighbors (such as EHT and Columbia). Public Works Director Dale Getz said the Farmdale Development would be the perfect place to install some sort of sidewalks (there are none at the present time) because the curbs and streets are deteriorating and need to be replaced. Ron Beam said sidewalks are a source of opposition for some residents. Ed Fisher said there will always be opposition or pushback from some residents. If there is a sidewalk in front of a house, the owner is financially responsible for its upkeep and eventual replacement. Mr. Stern said if the Township decides to discontinue the policy of granting deferrals for sidewalks, then we need to be consistent with that policy and make it as permanent as possible.

Alice Yoder suggested that the Township apply for Smart Growth Transportation grant money,

especially as we move forward with walkability and connectivity plans.

Ed Fisher said tasks to be completed by the next meeting are: put sidewalk data onto the map, look at population centers, draw lines to show connections and establish priorities in connecting the different areas in the Township. Mr. Severson said the Township will want to remember this part when doing an analysis of areas for potential future development and match up those areas and have the infrastructure in place. The areas must also be zoned correctly and be compatible. Some zoning may have to be changed to accommodate these ideas.

Alice Yoder said it would be a good resource to invite the various bicycle clubs/bicycle commuters in the area to a meeting to get their input about different types of bike trails. Kent Gardner said the widening of Eby Chiques Road (near the quarry) is an ideal place to incorporate a bike lane. People will be able to get from West Hempfield Township to the Mount Joy area more easily.

Mr. Stern suggested that instead of sidewalk deferrals, the Board of Supervisors require "a fee in lieu of" which is a little more complicated to keep track of, but the Township could get the money and put it into a walkability fund. Looking at all the deferrals on sidewalks in the document presented to them earlier in the meeting, if the Township had required "in lieu of" there would be a lot of money to work with right now. In addition to minutes of this meeting, he will put together an outline of goals and strategies for future discussion.

Finally, Mr. Stern said the request to make a text amendment to the Traditional Village Zoning regarding density and parking may raise concerns with the Township Solicitor, Engineer and himself. The Board may want to consider the TV area in a different way sooner than they anticipated. Mr. Dumeyer said if the concerns are about density, we should look at some acceptable alternative language that would work.

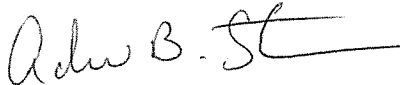
#### **B. Schedule Next Meeting Date and Topic**

The next joint meeting is set for February 16, 2017 immediately following the Planning Commission monthly meeting. The topic of discussion will continue on walkability, trails and sidewalks.

### **VI. ADJOURNMENT**

**Motion:** Chairman David Dumeyer called for a motion to adjourn the meeting. Kent Gardner motioned, seconded by Frank Burkhart, to adjourn the meeting at 9:25 p.m. Motion carried 5-0.

Respectfully submitted,



Andrew Stern  
Township Manager/Secretary

