

WEST HEMPFIELD TOWNSHIP SUPERVISORS MEETING
Minutes of February 2, 2016

The regularly scheduled meeting of the Board of Supervisors was held at the Township Municipal Office, 3401 Marietta Avenue, Lancaster, Pennsylvania on Tuesday, February 2, 2016. Chairman David Dumeyer and Board members Frank Burkhart, Edward Fisher, Kent Gardner and Naomi Martin were present. Also in attendance were: Township Manager Ron Youtz, Chief of Police Mark Pugliese I, Public Works Director Dale Getz, Zoning Officer Jodi Heffner, 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 issue.

II. APPROVAL OF MINUTES: January 4, 2016

Motion: Edward Fisher moved, seconded by Kent Gardner, to approve the Board's January 4, 2016 Reorganizational Meeting minutes as presented. Motion carried, 5-0.

III. COMMUNICATIONS

A. BOARD OF SUPERVISORS

1. Frank Burkhart stated he felt the snow removal process went very well. He asked Dale Getz, Public Works Director, to pass on to the road crew a thank you for a job well done.
2. David Dumeyer also stated that this was one of the worst storms that we have had and also felt that the situation was handled appropriately.

B. TOWNSHIP MANAGER'S REPORT

1. Ron Youtz also thanked the Road Department for a job well done. He announced that he was at the Municipal Building during the storm to monitor the situation.
2. He stated he also passed along a thank you to our refuse hauler, Republic Services. He said they were out in tough conditions but did a great job. He said they told him the roads in the Township were in good shape. Collection service was delayed by one day.
3. He said he was contacted by Lancaster County Emergency Management to calculate the costs incurred during the recent storm. He said they want to obtain costs from all municipalities to see if there is a possibility of receiving disaster funds from Pennsylvania Emergency Management Agency.
4. A reminder that the Township office will be closed on Monday, February 15, 2016 in observance of Presidents' Day.

C. RESIDENTS – No resident participation.

1. Rebecca Sollenberger from the Office of State Senator Ryan Aument announced that his staff has been attending municipal meetings to remind local officials that his office is available to help with any issues and to remind the Board members to attend a breakfast that is scheduled for February 19, 2016 at the Lancaster County Career and Technical School in Mount Joy, beginning at 7:30 a.m.
2. Jason Sauder, Fire Chief of West Hempfield Fire and Rescue, presented the Board with a copy of the 2015 Year End Report.

IV. SUBDIVISIONS, LAND DEVELOPMENTS, AND PLANNING MODULES

A. TIM AND MEAGAN NOLT – 4190 NOLT ROAD – SUBDIVISION BRIEFING

Jodi Heffner, Zoning Officer, informed the Board that the applicants Tim and Meagan Nolt are proposing to subdivide a 1.5 acre parcel from a 71.636 acre parent tract for the purpose of building a single family resident dwelling. The property will have an on-lot septic system and a private well.

Ron Youtz, Township Manager, stated the lot is being created for a family member and he noted for the record that the parent tract has one remaining subdivision right.

The Board had a general discussion in reference to the location of the on-lot sewage disposal system and storm water facilities.

B. DOLLAR GENERAL – SOUTH SIDE OF MARIETTA AVE. – REQUEST FOR TIME EXTENSION

Mike Lusaitis of Steckbeck Engineering, representing Silver Spring LLC, is asking the Board to consider a request for a time extension until May 13, 2016 for Dollar General. Mr. Lusaitis stated there are a few items that need to be finalized.

Motion: Kent Gardner moved, seconded by Edward Fisher, to approve the request for a time extension for Dollar General until May 13, 2016. Motion carried, 5-0.

C. NAUMANN HOLDINGS, LLC – 3909 ABEL DRIVE – REQUEST FOR TIME EXTENSION

Michael Saxinger of ML Saxinger and Associates, representing Tim Naumann and Naumann Holdings LLC, is asking the Board to consider a request for a 90-day time extension for Naumann Holdings.

Ron Youtz, Township Manager, stated the plan would expire on February 29, 2016 which is just prior to the March Board meeting.

Motion: Kent Gardner moved, seconded by Edward Fisher, to grant a 90-day time extension for Naumann Holdings. Township Manager Ron Youtz offered to calculate the definitive time extension end date for Naumann Holdings LLC. (For the record, that date is Friday, May 27, 2016.) Motion carried, 5-0.

V. OLD BUSINESS

A. BUILDING COMMITTEE UPDATE

1. DISCUSSION ON AGREEMENT WITH WEST HEMPFIELD FIRE AND RESCUE

Ron Youtz, Township Manager, stated the Board was provided with a copy of the agreements with West Hempfield Fire and Rescue which provides the terms as to how the transfer of land will happen if we continue with the project. He said the attorney for the Fire Company reviewed the agreements, and our attorney made a few revisions to the agreements which were minor in nature and did not change the content of the agreements. Mr. Youtz is asking the Board to authorize him to work with the Township Solicitor to finalize agreements and provide those to the Fire Company for its approval and to have final documents available for approval at the March Board meeting.

Motion: Kent Gardner moved, seconded by Edward Fisher, to approve the Township Manager to continue to work with the West Hempfield Fire and Rescue Company to make sure all agreements are in order for final approval for the March board meeting. Motion carried, 5-0.

2. DISCUSSION ON PROPOSALS FOR ARCHITECTURAL SERVICES

Ron Youtz, Township Manager, stated the Board was provided with a copy of the Building Committee's recommendation regarding proposals from architectural firms for building design, and proposals from engineering firms for the necessary site design services. Mr. Youtz stated the Building Committee is recommending the Board to authorize the Township Manager and Township Solicitor to finalize a contract with Buchart Horn for the design of the Municipal Services Complex per its proposal, and to finalize a contract with David Miller Associates for the site design and land development services per its proposal.

Motion: Edward Fisher moved, seconded by Kent Gardner, to approve the Township Manager to continue to work with the Township Solicitor to finalize a contract with Buchart Horn for the design of the Municipal Service Complex. Motion carried, 5-0.

2. DISCUSSION ON PROPOSALS FOR SITE ENGINEERING SERVICES

Frank Burkhart asked whether David Miller Associates would take into consideration in its plan all the water runoff from the veterinary hospital and this plot. Ron Youtz said that Dr. Edkin has agreed to work together with the Township in terms of the storm water plan.

Motion: Kent Gardner moved, seconded by Frank Burkhart, to approve the Township Manager to continue to work with the Township Solicitor to finalize a contract with David Miller Associates for the site design and land development services for the Municipal Services Complex. Motion carried, 5-0.

B. DISCUSSION AND UPDATE ON MS-4

Township Manager Ron Youtz informed the Board that the Township is currently working toward meeting its obligations to acquire a new MS-4 permit. He mentioned that one requirement is to hold a public meeting to discuss the Township's progress on updating the MS4. He is requesting the Board to authorize the Township Manager to advertise the public meeting regarding the MS-4 permit for the April 5, 2016 Board meeting.

Motion: Kent Gardner moved, seconded by Frank Burkhart, to approve the Township Manager to advertise the required public meeting for the April 5, 2016 Board meeting. Motion carried, 5-0.

VI. NEW BUSINESS

A. REQUEST AUTHORIZATION TO BID HIGHWAY MATERIALS AND PAVING PROJECTS

Township Manager Ron Youtz informed the Board that it is the time of year when bids are prepared for the upcoming spring and summer road work. Mr. Youtz is asking the Board to authorize him to advertise for bids for the various road materials and road projects for 2016. Mr. Youtz also mentioned that liquid asphalt prices are the lowest they have been in years. He hopes to be able to do another road project with the cost savings.

Motion: Frank Burkhart moved, seconded by Kent Gardner, to approve the Township Manager to advertise for bids for various road materials and road project bids for 2016. Motion carried, 5-0.

B. HEMPFIELD GREEN RESIDENTS ASSOCIATION, INC. – REQUEST FOR AMENDMENT TO BY-LAWS

Sally Albert of Boyd/Wilson Property Management stated the Members and

Board of Directors of the Hempfield Green Residents Association, Inc. amended its outdated by-laws. The old by-laws included language that required Township approval of the by-laws. The law firm of Gibbel Kraybill and Hess LLP prepared the amendment and the HGR Association approved the amendment. She is appearing before the Board to inform them of the change to the by-laws and the fact that the Township is no longer required to be involved in the day-to-day workings of the Association. Mr. Youtz said after talking with Mr. Hess, he spoke with the Township Solicitor to review what the amendment covered and there were no issues with the changes and that the Township is protected in every other way that it needs to be.

Motion: Edward Fisher moved, seconded by Kent Gardner, to approve the amendment to the by-laws for the Hempfield Green Residents Association, Inc. Motion carried, 5-0.

C. REQUEST AUTHORIZATION TO ADVERTISE ZONING ORDINANCE AMENDMENT REGARDING FLOODPLAIN REGULATIONS AND TO ESTABLISH A DATE AND TIME FOR PUBLIC HEARING

Ron Youtz, Township Manager, informed the Board that the amended Floodplain Ordinance has been sent to the Lancaster County Planning Commission, the West Hempfield Planning Commission and DCED for review and comments. He mentioned that DCED's comments have been received. Mr. Youtz is asking the Board to schedule a public hearing for the March 1, 2016 Board meeting in order to adopt the Floodplain Ordinance.

Motion: Edward Fisher moved, seconded by Kent Gardner, to schedule the public hearing for Tuesday, March 1, 2016 to listen to public comment on the revised Floodplain Ordinance. Motion carried, 5-0.

Township Manager Ron Youtz stated the public hearing notice will also be placed on the Township's website.

D. ESTABLISH DATE AND TIME FOR JOINT MEETING WITH PLANNING COMMISSION

Township Manager Ron Youtz asked the Board to consider holding a joint meeting with the Planning Commission members to discuss the Comprehensive Plan, the Property Maintenance Code and Township historic properties. The Board members agreed to hold a joint meeting with the Planning Commission members on Thursday, February 18, 2016 beginning at 7:30 p.m. Mr. Youtz stated that he will advertise the meeting.

VII. ORDINANCE AND RESOLUTIONS

A. RESOLUTION 2-16 TO INCLUDE ESCALATOR CLAUSE IN ROAD MATERIAL BIDS

Motion: Kent Gardner moved, seconded by Frank Burkhart, to approve Resolution 2-16 to include an escalator clause in the road material and projects bids for 2016. Motion carried, 5-0.

VIII. APPROVAL OF PAYABLES

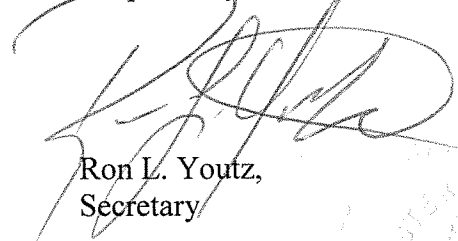
Payroll/Taxes.....	\$213,693.05	Electronic Payment
General Fund.....	\$108,279.52	Checks 27152 – 27238
Fire Hydrant.....	\$ 25,544.05	Checks 208
Street Light.....	\$ 4168.62	Checks 396
State Fund.....	\$ 47,434.05	Checks 3043 - 3047
Escrow Fund.....	\$ 1,808.60	Checks 156
Sewer Fund.....	\$ 4,979.30	Checks 3724
Refuse Fund.....	\$ 82,867.84	Checks 2342 - 2353

Motion: Kent Gardner moved, seconded by Frank Burkhart, to approve payment of all bills between January 1 through January 31, 2016 and any residuals. Motion carried, 5-0

IV. ADJOURNMENT TO EXECUTIVE SESSION TO DISCUSS A PERSONNEL ISSUE

Motion: Chairman David Dumeyer called for motion to adjourn into Executive Session to discuss a personnel issue. Frank Burkhart moved, seconded by Ed Fisher, to adjourn the regular meeting at 8:05 p.m., and to go into Executive Session to discuss a personnel issue. Motion carried, 5-0.

Respectfully submitted,



Ron L. Youtz,
Secretary

