

WEST HEMPFIELD TOWNSHIP SUPERVISORS MEETING
Minutes of July 5, 2016

The regularly scheduled meeting of the Board of Supervisors was held at the Township Municipal Office, 3401 Marietta Avenue, Lancaster, Pennsylvania on Tuesday, July 5, 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: JUNE 7, 2016

Motion: Edward Fisher moved, seconded by Kent Gardner, to approve the Board's June 7, 2016 meeting minutes as presented. Motion carried, 5-0.

III. COMMUNICATIONS

A. BOARD OF SUPERVISORS

1. Kent Gardner mentioned to the Board that he and the Township Manager attended the Chiques Water Expo on Wednesday, June 22, 2016 and mentioned every year the attendance increases.
2. Mr. Gardner says he will have more information on the grants that are available that can be applied to the Municipal Complex.

A. TOWNSHIP MANAGER

1. Township Manager Ron Youtz informed the Board he has received information from Lancaster County Uniform Construction Code Board of Appeals and would like to add it to the agenda under New Business, item E.

B. RESIDENTS

1. Thomas Caskey of 746 Westover Drive informed the Board that he has received a door hanger from UGI saying he could win \$2,500.00. He asked Mr. Youtz if he has heard anything from them.

Chairman David Dumeyer suggested he contact the Public Utility Commission to request a right to know to obtain data they might have on this project.

Kent Gardner suggested he contact the Lancaster County Conservation District and

also request a right to know to obtain data UGI might have filed with them regarding this project.

Ron Youtz, Township Manager, mentioned he did talk to a representative of UGI about a week or so ago and he said he still does not have any additional information on UGI's project. He did have a discussion with Mr. Black of UGI informing him the Township wants to receive communication of what this project entails. Mr. Youtz informed Mr. Caskey that as soon as he receives any update, he will be notified.

2. Jason Sauder, Fire Chief, submitted to the Board a copy of the Fire Company's report from January to June 2016. Chief Sauder stated the company has responded to 76 vehicle accidents, 47 automatic alarms, and 32 dwellings, with an average responders per call of 6.7.

IV. SUBDIVISIONS, LAND DEVELOPMENTS, AND PLANNING MODULES

A. WARREN W. DIFFENDERFER FAMILY TRUST AND RODNEY M. & TERESA K. HEISEY – 3510 MARIETTA AVENUE – LOT ADD-ON PLAN BRIEFING

Jodi Heffner, Zoning Officer explained to the Board that the applicants, Diffenderfer Family Trust and Rodney & Teresa Heisey, are proposing to do a land swap. The Diffenderfer Trust (and future proposed Dollar General Site) is adding 0.2722 from the Heisey property which is the road easement which fronts on Marietta Avenue (Lot Addition B on the plan). In return the Heiseys will acquire 0.2722 acres of Diffenderfer land to be added to the rear property line of the current Diffenderfer tract (Lot Addition A on plan).

Edward Fisher asked if this swap is being done so that Dollar General has total control of the road frontage area. Mr. Youtz said yes; furthermore, the Heiseys do not want anything to do with the Dollar General agreement. Mr. Heisey is very much in favor of the swap and would like his land to stay farmland. He may possibly preserve his land in the future.

Kent Gardner said this proposed swap is a better option because now one entity, not two, will have control of the road frontage.

B. JOHN FORRY – 1510 SILVER SPRING ROAD – FINAL SUBDIVISION PLAN

Steven Black of Land Grant Surveyors, explained to the Board that he represents John and James Forry. He informed the Board that the applicants are proposing to subdivide the 15.7 acre parent tract into two agricultural lots. No construction or demolition activity is proposed as part of the plan. He said there is an existing mobile home with well and septic located on the property parent tract. He said there will be percs and probes performed tomorrow on Lot 1. Mr. Black said there are four waivers and/or deferments the applicants are requesting.

REQUESTED WAIVERS/MODIFICATION

1. Section 602.K.6 – Improvements to Existing Streets

The applicant is requesting a waiver so as to not provide any road improvements based on the justification that no construction is being proposed by this plan.

Motion: Edward Fisher moved, seconded by Kent Gardner, to deny the modification waiver, but allow the applicant to defer the reconstruction of Silver Spring Road until such times as the Township, as its sole discretion, determines that the improvements are necessary in the area. Motion carried, 5-0.

2. Section 602.M-Curbing along Streets

The applicant is requesting a waiver from the requirement to install curbing along Silver Spring Road due to the fact that no construction is being proposed by this plan.

Motion: Edward Fisher moved, seconded by Kent Gardner, to deny the modification waiver, but allow the applicant to defer the installation of curbing along Silver Spring Road until such times as the Township, at its sole discretion, determines that the improvements are necessary in the area. Motion carried, 5-0.

3. Section 602.N-Sidewalk along Streets

The applicant is requesting a waiver from the requirement to installing sidewalks along Silver Spring Road due to the fact that no construction is being proposed by this plan.

Motion: Edward Fisher moved, seconded by Kent Gardner, to deny the modification waiver, but allow the applicant to defer the installation of sidewalks along Silver Spring Road until such times as the Township, at its sole discretion, determines that the improvements are necessary in the area. Motion carried, 5-0.

4. Section 609.E.8-Street Trees

The applicant is requesting a modification of the requirement to provide street trees spaced not less than forty feet (40') nor more than sixty feet (60') along Silver Spring Road due to the fact that no construction is being proposed by this plan.

Motion: Edward Fisher moved, seconded by Kent Gardner, to deny the modification waiver, but allow the applicant to defer the installation of street trees along Silver Spring Road until such times as the Township, at its sole discretion, determines that the improvements are necessary in the area. Motion carried, 5-0.

PLAN APPROVAL:

Motion: Edward Fisher moved, seconded by Kent Gardner, to approve the John Forry Final Subdivision located at 1510 Silver Spring Road pending that the applicant satisfies all engineering comments to the satisfaction of Township staff and Engineer. Motion carried, 5-0.

V. OLD BUSINESS

A. BUILDING COMMITTEE UPDATE

Ron Youtz, Township Manager, informed the Board the Building Committee held their meeting on Thursday, June 29, at which time they had a presentation by the architects of the schematic designed. He stated in the next few weeks, the architects will be working toward the details of the design of the facility and they hope to provide the Board with updated costs of the facility. He is hoping by the September Board meeting to have the architects present the Board with updated information including plan designs.

1. CONSIDER APPOINTMENT OF SPECIAL BOND COUNSEL

Mr. Youtz informed the Board that he had sent out RFPs per the direction of the Board for Special Bond Counsel. Mr. Youtz said after reviewing the proposals, he is recommending the Board approve Barley Snyder Attorneys at Law as the Township's Special Bond Counsel.

Motion: Edward Fisher moved, seconded by Kent Gardner, to approve Barley Snyder Attorneys at Law as the Township's Special Bond Counsel for legal services to assist the Township to acquire the debt needed for the Municipal Service Complex. Motion carried, 5-0.

2. CONSIDER APPOINTMENT OF FINANCIAL ADVISOR

Mr. Youtz informed the Board that he has sent out RFPs per the direction of the Board for financial advisor who will assist the staff and work along with Bond Counsel in securing the debt for the Municipal Service Complex.

Motion: Kent Gardner moved, seconded by Frank Burkhart, to approve the services of Concord Public Finance as the Township's advisors in securing the debt necessary for the construction of the Municipal Service Complex. Motion carried, 5-0.

B. COMPREHENSIVE PLAN UPDATE – ANNOUNCEMENT OF FUTURE MEETING DATES

Ron Youtz informed the Board that staff prepared an invitation for the Township's First Community Input Meeting scheduled for Wednesday, July 27, 2016 at Saint Anne's Retirement Community between the hours of 7-9 P.M. He mentioned the Lancaster County Planning Commission has helped staff to generate a survey that will be handed out to all participants who attend the community meeting. Mr. Youtz also said there will be 4,000 invitations to be included with the refuse/recycling bills to be mailed next week. He said the Townships website will include all the information.

C. UPDATE ON RAINTREE ROAD AREA PUBLIC SEWER PROJECT

Ron Youtz, Township Manager, informed the Board that they were provided a packet of the material that will be mailed to all affected properties in the Raintree Road area informing them of a meeting to be held on Wednesday, July 13, 2016 at 7:00 P.M. at the West Hempfield Fire and Rescue Station to discuss sewer needs in their area. He mentioned in attendance will be representatives from LASA and two members of the Board and himself who will explain the plans and the costs involved with the construction of the sewer line.

VI. NEW BUSINESS

A. LANCASTER (SILVER SPRING) DPP, LLC – DOLLAR GENERAL – REQUEST AUTHORIZATION FOR TOWNSHIP SOLICITOR TO COMMENCE ENFORCEMENT ACTION ON VIOLATIONS

Mr. Youtz informed the Board that Josele Cleary, Township Attorney, sent numerous requests to Dollar General's attorney Sean Delaney informing him of the recording arrangements that were agreed upon for the preliminary/final subdivision and land development plan and other legal documents for Dollar General. The Fidelity National Title Company was to record those documents in a specific order. The Township discovered on May 11, 2016 that the plan was recorded in the Office of the Recorder of Deeds of Lancaster County by Dollar General's engineer, Steckbeck Engineering & Surveying, Inc. The remainder of the documents have not been recorded. Mr. Youtz asked the Board to take action allowing Ms. Cleary to take the appropriate action necessary to have the documents recorded.

Motion: Kent Gardner moved, seconded by Frank Burkhart, to authorize the Solicitor to take the necessary action to see that the documents for the Dollar General plan are recorded. Motion carried, 5-0.

B. REQUEST AUTHORIZATION TO RELEASE REQUEST FOR PROPOSAL FOR ENGINEERING SERVICES – KAMES HILL ROAD CULVERT PROJECT

Ron Youtz informed the Board that he has prepared the RFP and is requesting authorization to release it to various engineering firms for quotes for the Kames Hill Road Culvert Project.

Motion: Frank Burkhart moved, seconded by Kent Gardner, to release the RFP for the Kames Hill Culvert Project to other engineering firms. Motion carried, 5-0.

C. REQUEST AUTHORIZATION TO RELEASE REQUEST FOR PROPOSALS FOR ENGINEERING SERVICES – EBY CHIQUES ROAD WIDENING PROJECT

Ron Youtz informed the Board that RFP have been prepared and is ready to be sent to engineering firms for the Eby Chiques Road Widening Project. Proposals are to be received by July 22, 2016 for recommendation at the Board's August 2 meeting.

Motion: Frank Burkhart moved, seconded by Kent Gardner, to authorize release the RFP for the Eby Chiques Road Widening Project to engineering firms. Motion carried, 5-0.

D. MILLERSVILLE UNIVERSITY PROGRAM – PLACEMENT OF INTERN

Mr. Youtz informed the Board that he had an interview with Rachel Stahlam to help complete our sign inventory, assist with MS4 documenting, add the field data from our volunteer groups and add the historic properties into the computer system. Mr. Youtz is asking to hire Ms. Stahlam at the rate of \$7.25 per hour.

Motion: Frank Burkhart moved, seconded by Kent Gardner, to hire Rachel Stahlam as intern and to pay her at the rate of \$7.25 per hour to assist with data collection and entering information into the computer system and any work that is assigned. Motion carried, 5-0.

Both Mr. Gardner and Mr. Burkhart stated that the Lancaster County Conservation District has had great success with the interns from Millersville University.

E. APPOINTMENT TO CENTRAL LANCASTER COUNTY UNIFORM CONSTRUCTION CODE BOARD OF APPEALS

Ron Youtz said in 2004 the Board adopted the state-wide Uniform Construction Code and in the code the Board also agreed to enter with seven other entities to form a joint regional Appeals Board. The Appeals Board would hear cases presented by contractors/home owners. He said there was only one appeal filed by a resident in Mountville Borough. This project was coordinated by the LIMC which is working with municipalities to appoint a person from their Township to the Construction Code Appeals Board for a three year term. Mr. Youtz is recommending the Board appoint John Rodman to this Board.

Motion: Kent Gardner moved, seconded by Edward Fisher, to appoint John Rodman

to the Construction Code Appeals Board to serve a three year term. Motion carried, 5-0.

VII. ORDINANCE AND RESOLUTIONS - None

VIII. APPROVAL OF PAYABLES

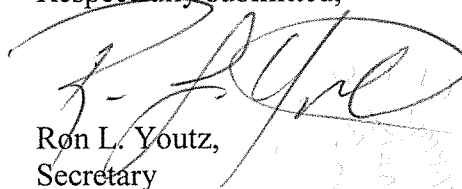
Payroll/Taxes.....	\$189,146.12	Electronic Payment
General Fund.....	\$168,841.19	Checks 27766 - 27867
Sewer Fund.....	\$ 4,979.30	Checks 3731
Refuse Fund.....	\$ 36,797.13	Checks 2392 - 2397
Street Light.....	\$ 9,192.24	Checks 402 -403
Fire Hydrant.....	\$ 0	Checks
Escrow Fund.....	\$ 2,142.23	Checks 162 - 163
State Fund.....	\$ 1,117.41	Checks 3073 - 3076

Motion: Kent Gardner moved, seconded by Frank Burkhart, to approve payment of all bills between June 1 through June 30, 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 Kent Gardner, to adjourn the regular meeting at 8:20 p.m., and to go into Executive Session to discuss a personnel issue. Motion carried, 5-0.

Respectfully submitted,



Ron L. Youtz,
Secretary

