

WEST HEMPFIELD TOWNSHIP SUPERVISORS' MEETING
Minutes of July 7, 2015

The regularly scheduled meeting of the Board of Supervisors was held at the Township Municipal Office, 3401 Marietta Avenue, Lancaster, Pennsylvania on Tuesday, July 7, 2015. Chairman David Dumeyer and Board members Edward Fisher, Frank Burkhart, Kent Gardner and Naomi Martin were present. 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 legal matter. He stated it will include the deliberation of the Conditional Use application for the Dollar General Store. He stated the Board could anticipate a decision at their August 4, 2015 meeting.

II. APPROVAL OF MINUTES: June 2, 2015 Meeting

Motion: Edward Fisher moved, seconded by Frank Burkhart, to approve the June 2, 2015 regular Board meeting minutes as presented. Motion carried, 5-0.

III. COMMUNICATIONS

A. BOARD OF SUPERVISORS

Kent Gardner reminded the Board members the Township will be hosting the LIMC meeting on Wednesday, July 8 beginning at 7:30 a.m.

David Dumeyer announced that the Board has received a note from Brenda Becker stating she will be stepping down as Superintendent of Hempfield School District. Ms. Becker wanted to make the Board members aware of her departure and thanking the board members for their great working relationship.

David Dumeyer informed the Board that he was approached by several residents who have expressed concerns with door to door sales people. He asked if there is a permit the Police Department issues which would allow them to solicit door to door. Mr. Dumeyer asked if there has been an increase in those soliciting in the Township.

Chief Mark Pugliese informed the Board that soliciting permits are issued, but unfortunately not everyone obtains one. He says if anyone comes to their door to solicit sales, he suggested the residents ask to see their soliciting permit and if they do not have a permit, Chief Pugliese asked that residents try to get a name and any information that would be helpful and contact the Police Department immediately. This information could help the officers find those soliciting without a permit.

B. MANAGER

1. Ron Youtz stated that he would like to add to agenda under New Business, Item F, Manheim Township Police Department – Request for services of Fire Police.
2. Ron Youtz reminded the Board members that LCATS has scheduled its annual meeting with dinner provided for July 30, 2015 at the 4 Seasons. He asked the Board if they are interested in attending to let staff or himself know in order for reservations to be made.

C. RESIDENTS

1. Paul Lefever, tenant at property located at 220 N. Donnerville Road, asked the Board if it would be possible to place a sign stating the use of brake retarders be prohibited. He says that in the area of Donnerville Road between Rt. 30 and Hempland Road the truck drivers use those brakes and it causes an annoyance. David Dumeyer informed Mr. Lefever that this request will be placed on the upcoming fall road tour agenda for the Board members to discuss in further detail.
2. Michael Steinmetz of 3636 Wildflower Lane, stated that he will contact the tenant at his rental property located at 81 N. Donnerville Road to see if they have heard the noise caused by jake brakes being used. David Dumeyer asked Mr. Steinmetz to respond directly to Township Manager Ron Youtz.

IV. SUBDIVISION, LAND DEVELOPMENTS, AND PLANNING MODULES

A. Bardon Development, LP – 3731 Columbia Avenue, Lot Add-on – Plan Briefing

Jodi Heffner, Zoning Officer, informed the Board that the applicants are proposing to subdivide approximately 3.01 acres of the 4.669 acres owned by Paul B. Harclerode. She stated they are adding the 3.01 acres to adjoining property owned by Bardon Development. This will increase their parcel to 29.224 acres. No action taken, plan briefing item only.

B. Keith and Angela Lutz – 485 Kinderhook Road – Request Release of Financial Security

Jodi Heffner, Zoning Officer, informed the Board she has received a request from Keith and Angela Lutz to release the balance of \$3,500.00 being held as their financial security/escrow. She stated staff has performed the final inspections needed and are recommending the full release of Keith and Angela Lutz financial security/escrow in the amount of \$3,500.00.

Motion: Kent Gardner moved, seconded by Edward Fisher, to accept the recommendation made by staff and release Keith and Angela Lutz financial security/escrow balance of \$3,500.00. Motion carried, 5-0.

C. Layne and Katheryn Miller – 1037 Prospect Road – Request Release of Financial Security

Jodi Heffner, Zoning Officer, informed the Board she has received a request from Layne and Katheryn Miller to release the balance of \$3,055.00 being held as their financial security/escrow. She stated staff has performed the final inspections needed and are recommending the full release of Layne and Katheryn Miller financial security/escrow in the amount of \$3,055.00.

Motion: Edward Fisher moved, seconded by Kent Gardner, to accept the recommendation made by staff and release Layne and Katheryn Miller financial security/escrow balance of \$3,055.00. Motion carried, 5-0.

V. OLD BUSINESS

A. Building Committee Update

Township Manager Ron Youtz informed the Board that the Building Committee had met on Thursday, June 11 and Thursday June 25, 2015. At the June 11th meeting, he stated the Committee had invited Dan Forry of the Hempfield School District to attend. Mr. Youtz felt Mr. Forry has the background and knowledge with the process and the laws that affect both the School District and Township for a large construction project.

Township Manager Ron Youtz informed the Board that during the Thursday, June 25th meeting, the committee was focused on the development of the draft RFP for the architect. He felt the RFP will be available for the August Board meeting for its review.

Mr. Youtz stated that he followed up with David Miller's office who have obtained several proposals for the additional geotechnical work that needs to be done on the proposed site. Mr. Youtz explained to the Board that by having Township staff perform some of the excavation work, the proposal of Becker Engineering was less than \$2,000.00. He informed the Board that he had signed the proposal.

VI. NEW BUSINESS

A. George and Lorraine Lewis – 1725 Clear Spring Road – Re-Scheduling Date and Time for Conditional Use Hearing

Ron Youtz, Township Manager, informed the Board he had received from George and Lorraine Lewis a request to extend their conditional use hearing until the Board's September 1, 2015 meeting.

Motion: Edward Fisher moved, seconded by Kent Gardner, to accept George and Lorraine Lewis time extension which allows the conditional use hearing to be rescheduled for the Board meeting on September 1, 2015 meeting. Motion carried, 5-0.

B. Republic Services – Consideration for Contract Extension

Township Manager Ron Youtz informed the Board he had received a letter from Republic Services who is the Township's current refuse/recycling company. Mr. Youtz stated they would like to exercise the option to extend our contract for the period of one year (January 1, 2016 to December 31, 2016). He felt the extension would be under the same terms and conditions as the current contract, but staff would review.

The Board members all agreed to allow staff to examine the one year extension.

C. Hempfield Area Recreation Commission – Amendment to Constitution Regarding Membership Composition

Township Manager Ron Youtz informed the Board that he had received a call from East Hempfield Township Manager informing him that their Board would like to review this amendment request from HARC in more detail. Mr. Youtz is recommending the Board table action until the next Board meeting.

Motion: Kent Gardner moved, seconded by Frank Burkhart, to table action on the Hempfield Area Recreation Commission amendment as presented until the August Board meeting. Motion carried, 5-0.

D. Lancaster Area Sewer Authority – Amendment to Agreement Regarding Bulk Rates

Township Manager Ron Youtz informed the Board during the May 2015 Board meeting, the Board took action to approve the sale of Columbia Borough Sewer System to Lancaster Area Sewer Authority. He explained when the sale transpired, LASA purchased all rights and titles to the assets of the sewer system of Columbia, including Columbia's rights and obligations under the agreements, and at which time West Hempfield consented to the assignment of the agreements from Columbia to LASA.

LASA has provided the Township with a copy of the proposed amendment to the agreement which amends the bulk rates that LASA will be charging the Township. Mr. Youtz is recommending the Board approve the 2015 Amendment to Agreement with LASA.

Motion: Kent Gardner moved, seconded by Edward Fisher, to approve the Amendment to the Agreement for the bulk rates LASA will assess and charge the Township for each residential EDU within the service area. Motion carried, 5-0.

E. GIS Tracking Software – Discussion on Availability of New Program

Township Manager Ron Youtz informed the Board that he had provided each member with a copy that explains what the CSDatum program is and how it can be used.

Mr. Youtz explained that the program, designed by C.S. Davidson, Inc., of York, PA, is designed to allow Township staff to input important information relating to the Township's infrastructure. The information to be enter would be for all roads, bridges, buildings, underground utilities, permits, signs, subdivision records, MS4 information and any other data that is important and can be used by the Zoning and Road Departments.

Mr. Youtz stated this program is an annual subscription/yearly contract at a cost of \$2,400.00. He stated the Township can cancel at the end of the contract, and the information entered into the system for the Township is our information and the data can be loaded into other programs.

Motion: Kent Gardner moved, seconded by Frank Burkhart, to participate in the annual subscription/one year contract with C.S. Davidson, Inc., for the CSDatum program at a cost of \$2,400.00 per year. Motion carried, 5-0.

F. Manheim Township Police Department – Request for Services of Fire Police

Chief Mark Pugliese informed the Board he had received a request from Manheim Township Police Department asking permission to utilize our Special Fire Police for the Lancaster Airport Community Days which is scheduled for August 22 and 23, 2015 at the Lancaster Airport.

Motion: Kent Gardner moved, seconded by Kent Gardner, to authorize the use of the Township's Special Fire Police for the Lancaster Airport Community Days scheduled for August 22 and 23, 2015. Motion carried, 4-0.

VII. ORDINANCES AND RESOLUTIONS - NONE

VIII. APPROVAL OF PAYABLES

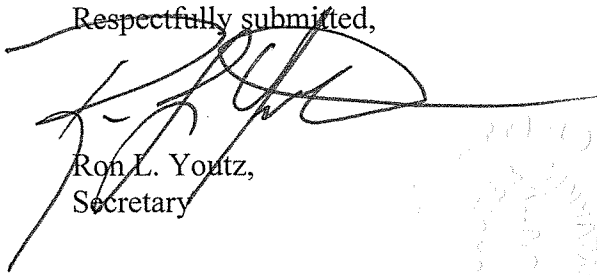
Motion: Kent Gardner moved, seconded by Edward Fisher, to approve payment of all bills between June 1 through June 30, 2015 and any residuals. Motion carried, 5-0.

Payroll/Taxes.....	\$184,591.46	Electronic Payment
General Fund.....	\$130,889.66	Checks 26423 - 26519
Sewer Fund.....	\$ 11,848.20	Checks 3719
Refuse Fund.....	\$ 64,945.76	Checks 2286 - 2293
Street Light.....	\$ 4,497.53	Checks 387
Fire Hydrant.....	\$ 0	Checks
Escrow Fund.....	\$ 15,604.10	Checks 142
State Fund.....	\$ 5,542.16	Checks 2990 - 2996

IX. ADJOURNMENT

Motion: Chairman David Dumeyer called for a motion to adjourn into Executive Session to discuss a personnel issue and deliberate on the Conditional Use Application for Dollar General Store. Kent Gardner moved, seconded by Frank Burkhart, to adjourn the meeting at 8:10 p.m., and to go into Executive Session to discuss a personnel issue and deliberate on the Conditional Use Application for the Dollar General Store. Motion carried, 5-0.

Respectfully submitted,



Ron L. Youtz,
Secretary

