

WEST HEMPFIELD TOWNSHIP SUPERVISORS' MEETING
Minutes of March 3, 2015

The regularly scheduled meeting of the Board of Supervisors was held at the St. Anne's Retirement Community at 3952 Columbia Avenue, Columbia, Pennsylvania on Tuesday, March 3, 2015. 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, 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 thanked everyone for coming to St. Anne's Retirement Community. He also thanked the staff of St. Anne's for allowing the Township to hold a meeting in their facility.

Chairman Dumeyer 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 and a legal matter.

II. APPROVAL OF MINUTES: FEBRUARY 3, 2015 MEETING

Motion: Edward Fisher moved, seconded by Kent Gardner, to approve the Board's February 3, 2015 regular board meeting minutes as presented. Motion carried, 5-0.

III. COMMUNICATIONS:

A. Board of Supervisors

1. Kent Gardner informed the Board that he has a binder with information from the Clean Water Consortium, DEP and The Chesapeake Bay Commission. He stated if any Board member would be interested in reviewing the information, he would lend them his copy.
2. Kent Gardner stated that the LIMC meeting is scheduled for Wednesday, March 11th.
3. Frank Burkhart thanked the public works department for a great job of treating the roads and dealing with the latest weather conditions. The Board members concurred.

B. Township Manager Report

1. Ron Youtz announced that he has one item to add to the Agenda, under Item VI. New Business – add: E. Discussion on “Growing Together” Regional Comprehensive Plan Update.
2. Lancaster County Association of Township Supervisors (LCATS) will hold their

meeting at Lancaster County Career and Technology Institute at the Brownstown Campus on Tuesday, March 31st. They are recommending that RSVPs should be received by March 19th.

C. Residents

1. Miles Bixler of 515 Pitney Road, Columbia announced he is running for the local Magistrate position currently held by Judge Robert Herman.
2. Assistant Fire Chief Barry Carter informed the Board that he was unable to present the monthly Fire Company report to the Board this evening.

Kent Gardner asked how the meetings are going regarding the regionalization of local fire companies. Barry Carter informed the Board that discussions are still ongoing. He stated that a meeting was held last week and a representative from the State, Rob Brady, was also in attendance. Mr. Brady's job is to work with local fire departments who are considering regionalization. Mr. Gardner suggested that a representative from the Fire Company contact the LIMC regarding grants to help offset costs associated with regionalization.

IV. SUBDIVISION, LAND DEVELOPMENTS, AND PLANNING MODULES:

A. T-MOBILE – 786 PROSPECT ROAD – STORM WATER MANAGEMENT AGREEMENT

Zoning Officer Jodi Heffner informed the Board that this storm water management agreement is for the installation of a communication tower at Ironville Park which is owned by the Township. The Board approved the lease agreement at the December 17, 2014 meeting. This is considered a small project under the 2,500 square feet of new impervious surface, so no plan approval is required by the Board.

Jodi Heffner informed the Board that staff is recommending the Board approve the Storm Water Management Agreement for this site.

Motion: Edward Fisher moved, seconded by Kent Gardner, to approve and authorize the Chairman of the Board to sign the T-Mobile Storm Water Management Agreement. Motion carried, 5-0.

B. CHATSWORTH DEVELOPMENT – KAYO AVENUE – REQUEST RELEASE OF FINANCIAL SECURITY

Jodi Heffner, Zoning Officer, informed the Board that Township Staff has received a request from Ellwood, LLC dba Keystone Custom Homes are requesting full release of their financial security/letter-of-credit in the amount of \$100,650.00 for the Chatsworth Development.

Jodi Heffner, Zoning Officer, reminded the Board that during the December 2014 meeting, dedication of the roads and other public improvements in Chatsworth were approved. She stated that staff has consulted with Township Engineer and Solicitor in regard to this request and they are recommending the release of the \$100,650.00 financial security/letter-of-credit to Ellwood, LLC dba Keystone Custom Homes with the condition that all outstanding engineering and legal invoices are paid in full.

Kent Gardner stated that he is aware that the Township Engineer made onsite inspections, but the neighboring properties have been impacted with the additional water runoff from this development.

Kent Gardner stated that the problem is at the rear of the development where the water does not run into the basin but runs onto the adjoining property. He stated that the property owners are currently working on obtaining a grant to help stabilize their property.

Mr. Gardner commented that the Board might want to be more aware of these issues when approving future subdivision plans.

Edward Fisher commented that even though Ellwood LLC has built Chatsworth according to the as-built plans, if the project is not performing, that can be a reason the Township can hold back a portion of the financial security. He stated that if the storm water project is performing well, then the Township would have to release the funds.

Ron Youtz, Township Manager, stated that there are no inconsistencies with what is built and the as-built plans that were submitted by the developer.

Motion: Edward Fisher moved, seconded by Frank Burkhart, to approve the release of the financial security/letter-of-credit in the amount of \$100,650.00 to Ellwood, LLC dba Keystone Custom Homes, for the Chatsworth Development with the condition that all outstanding engineering and legal invoices are paid in full. Motion carried, 4-1. Dumeyer yes, Fisher yes, Burkhart yes, Martin yes, Gardner no.

V. OLD BUSINESS

A. BUILDING COMMITTEE UPDATE – PROPOSALS FOR STORM WATER FEASIBILITY STUDY

Ron Youtz, Township Manager, informed the Board that the Committee held their meeting on Thursday, February 12, 2015 at which time a presentation on insulated concrete form construction was reviewed. He felt that the presentation was informative and something to consider as the process moves forward on the proposed building.

Ron Youtz, Township Manager, informed the Board that he received three engineering proposals for a storm water feasibility study for the property located along Marietta Avenue which is currently owned by West Hempfield Fire Company.

Ron Youtz informed the Board that he has reviewed each proposal and is recommending the Board to approve the proposal from David Miller Associates for \$3,000.00.

Motion: Frank Burkhart moved, seconded by Kent Gardner, to award the proposal to the engineering firm David Miller Associates in the amount of \$3,000.00 to prepare a feasibility study for storm water management on property owned by the Fire Company located along Marietta Avenue. Motion carried, 5-0

VI. NEW BUSINESS

A. ADOPTION OF SAFETY AND LOSS CONTROL POLICY

Ron Youtz, Township Manager, presented copies of the amended Safety and Loss Control Policy that was originally adopted in 2002. He informed the Board that the Susquehanna Municipal Trust - Intermunicipal Insurance Cooperative group whom we partner with provides Workers Compensation Insurance for our employees. We have been mandated to update our current policy to reflect the newly mandated state and federal requirements. The revisions included a Substance Abuse Awareness and Prevention Program and also updated the Workplace Hazard Identification and Mitigation Policy.

Frank Burkhart stated that he did review a portion of the policy and found on page 20, a typo on the 12th bullet the word warm should be replaced with warn.

Motion: Frank Burkhart moved, seconded by Kent Gardner, to adopt the amended Safety and Loss Control Policy with the noted typo correction being made. Motion carried, 5-0

B. REQUEST AUTHORIZATION TO ADVERTISE ORDINANCE FOR PARKING PROHIBITION ON CHICKIES HILL ROAD

Ron Youtz, Township Manager, reminded the Board during the February 2015 Board meeting, safety issues along Chickies Hill Road were discussed. Mr. Youtz stated that the proposed Ordinance prohibiting parking along the East and West sides of Chickies Hill Road from Klinesville Road north to municipal boundary with Marietta Borough and East Donegal Township has been prepared and is ready for advertising and adoption.

Motion: Kent Gardner moved, seconded by Frank Burkhart, to authorize the advertisement for adoption the proposed ordinance prohibiting parking along Chickies Hill Road. Motion carried, 5-0

Frank Burkhart stated he had seen SUVs making U-turns. He feels that a sign should also be made to include No U-Turns. Mr. Youtz, Township Manager, informed the Board that that issue was discussed with PennDOT and in their letter dated December 19, 2014, felt that the placement of No Parking signs would discourage U turns. PennDOT also suggested the local police departments enforce illegal parking, illegal turning and speeding issues.

C. REQUEST AUTHORIZATION TO ADVERTISE ORDINANCE TO PARTICIPATE IN PSATS UNEMPLOYMENT COMPENSATION GROUP

Township Manager Ron Youtz explained to the Board that the Township has been a long time member of the Unemployment Compensation Program with Pennsylvania State Association of Township Supervisors (PSATS). He stated that there have been minor changes made to the program and to remain a member in the program we had to incorporate those changes in the proposed ordinance.

Ron Youtz, Township Manager, requested the Board to authorize the advertisement of the proposed ordinance for an April Board meeting adoption.

Motion: Frank Burkhart moved, seconded by Kent Gardner, to authorize the advertisement of the proposed ordinance approving the continued participation in the PSATS Unemployment Compensation Group Trust program pursuant to the Pennsylvania Intergovernmental Cooperation law. Motion carried, 5-0

D. AUTHORIZE SOLICITOR TO ENTER COMPLAINTS ON OUTSTANDING OLDS COMPLIANCE PROPERTIES

Ron Youtz, Township Manager informed the Board that there are currently sixteen (16) properties that are noncompliant with the OLDS program. This program requires the pumping of their on-lot disposal system. He stated that the Township staff has sent three violation letters to each property owner. He asks that the Board authorize the Township Attorney to intervene by sending a non-compliance letter with the possibility of legal action being taken against the property owner.

Motion: Frank Burkhart moved, seconded by Edward Fisher, to authorize the Township Attorney to prepare the necessary complaints for the non-compliance OLDS properties. Motion carried, 5-0

E. DISCUSSION ON "GROWING TOGETHER" REGIONAL COMPREHENSIVE PLAN UPDATE

Ron Youtz, Township Manager, explained to the Board that discussions were started around July 2014 with the LIMC spearheading the discussions of Regionalization of the Comprehensive Plan. The matter was turned over to ELA Group who is in the process of moving the project forward. He stated that ELA Group would like to meet with the

entities that are interested in this project and are asking that representatives from all parties involved attend the meeting. Ron Youtz stated that Ronald Beam of the Planning Commission and Tony Crocamo of the Zoning Hearing Board both showed interest in attending, if the Board wishes for those individuals to attend.

After discussion, it was decided that David Dumeyer and Frank Burkhart will attend a meeting on March 10th at 7:00 p.m., and that both Ronald Beam and Tony Crocamo are also invited to attend.

VII. ORDINANCES AND RESOLUTIONS - NONE

VIII. APPROVAL OF PAYABLES

Motion: Kent Gardner moved, seconded by Frank Burkhart, to approve payment of all bills between February 1 through February 28, 2015 and any residuals. Motion carried, 5-0

Payroll/Taxes.....	\$187,733.52	Electronic Payment
General Fund.....	\$149,930.68	Checks 25959 - 26085
Sewer Fund.....	\$ 14,109.06	Checks 3713
Refuse Fund.....	\$ 64,408.96	Checks 2249 - 2257
Street Light.....	\$ 0	Checks
Fire Hydrant.....	\$ 0	Checks
Escrow Fund.....	\$ 4,797.73	Checks 136 - 137
State Fund.....	\$ 41,957.98	Checks 2958 - 2965

IX. ADJOURNMENT

Motion: Chairman David Dumeyer called for motion to adjourn into Executive Session to discuss a personnel issue and a legal matter. Kent Gardner moved, seconded by Frank Burkhart, to adjourn the regular meeting at 8:45 p.m., and to go into Executive Session to discuss personnel and legal issues. Motion carried, 5-0.

Respectfully submitted,

Ron L. Youtz,
Secretary