

WEST HEMPFIELD TOWNSHIP SUPERVISORS MEETING
Minutes of October 7, 2014

The regularly scheduled meeting of the Board of Supervisors was held at the Township Municipal Office, 3401 Marietta Avenue, Lancaster, Pennsylvania on Tuesday, October 7, 2014. Chairman David Dumeyer, Vice Chairman Edward Fisher and Board members Frank Burkhart, 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 Recording Secretary Brenda Baumbach.

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 the Board will adjourn the meeting and will go into Executive Session to discuss a personnel issue.

II. APPROVAL OF MINUTES: September 2, 2014

Motion: Frank Burkhart moved, seconded by Kent Gardner, to approve the Board's September 2, 2014 meeting minutes as presented. Motion carried, 5-0.

III. COMMUNICATIONS

A. BOARD OF SUPERVISORS

1. Kent Gardner stated that the LIMC will be holding its Annual Banquet this month at Millersville University. He stated that the LIMC is looking into a concept which would use the Lancaster County Conservation District GIS mapping and incorporating it with the Little Conewago Watershed to help local government address the new storm water regulations.
2. Chairman David Dumeyer announced that the September 2014 issue of the PA NEWS, which is published by the Pennsylvania State Association of Township Supervisors (PSATS), has an article in the SUPERVISOR HALL OF FAME section about Frank Burkhart and the 41 years of service he has given to the Township, citizens and employees.

Frank Burkhart stated that he could not have done it alone, and he thanked all previous and present Board members and employees. He also stated "he was in this position as Supervisor for what he could do, not for what he could get." He thanked all parties involved for writing and sending this article to PSATS to be considered for publication.

B. TOWNSHIP MANAGER

1. Ron Youtz informed the Board that the LIMC Banquet is scheduled for Thursday, October 23, 2014 at Millersville University at 5:30 p.m.
2. Mr. Youtz also informed the Board members that the annual Lancaster County Association of Township Supervisors has scheduled its Fall Convention for Monday, November 3, 2014 at 8:00 a.m. at Yoder's Restaurant.
3. He also announced that the November Board meeting will be held on Thursday, November 6 because the first Tuesday is Election Day.

C. RESIDENTS

1. Mindy Roye of 4021 Columbia Avenue explained her concern with the possible re-routing of the Williams Pipeline project. She stated that the survey corridor includes a portion of her mobile home park and she is fearful that they will take the property by eminent domain. Edward Fisher informed her that he feels that the area being discussed as the re-route would not include her property.
2. Assistant Fire Chief Barry Carter presented Board members with a copy of the August 2014 Fire Company report. There were 46 total responses, 6 vehicle accidents, 3 dwellings and 1 investigation.

Barry Carter informed the Board that the Fire Company has started to track all the volunteer hours involved with keeping the Fire Company active and the community safe. He stated that for the month of August, there has been an estimated 158 volunteer hours. He stated that some of these hours include building and equipment maintenance, clerical work, attending various meetings and training, and the number of hours involved in fundraising.

IV. SUBDIVISIONS, LAND DEVELOPMENTS, AND PLANNING MODULES

A. EAGLES VIEW – SOUTH SIDE MARIETTA AVENUE – PHASE FIVE BRIEFING

Zoning Officer Jodi Heffner informed the Board that plans have been received for Eagles View South Side of Marietta Avenue Phase 5 Final Subdivision. She stated that this plan consists of 12 single family detached dwellings. She also informed the Board that the storm water management and roads have already been established with the first four phases of this development.

V. OLD BUSINESS

A. BUILDING COMMITTEE UPDATE

Ron Youtz, Township Manager, informed the Board that the Building Committee met on Thursday, September 11, 2014. Mr. Youtz stated that the Committee has prepared and adopted a recommendation list for the Board that outlines and addresses our future building needs. The Committee is recommending that the Township request proposals and quotes from two or more firms to design a shared facility, estimated to be approximately 33,000 square feet.

Ron Youtz stated that Township staff has begun working on the 2015 budget and he would like direction from the Board as to whether the building project is to keep moving forward and money be allocated in the 2015 budget, or to table the project until further notice.

Edward Fisher stated that he feels there are two large items that needs to be addressed: the land, where will the facility be constructed; and finance, how much will the facility cost and what tax increase is needed.

Kent Gardner stated that the Fire Company had an estimate for its building alone of \$2 million and the Township also had an estimate for its facility of \$4 million. Combining the entities under one facility could save taxpayers roughly \$1.5 million.

David Dumeyer stated that the Committee is looking for the Board to accept the recommendation list and to allow them to create a draft RFP to be put out for bidding, which will move this project from concept to an actual design of the facility.

Edward Fisher asked if the request to the Board was to accept the recommendation and grant approval for the Committee to prepare an RFP to solicit design proposals from architects.

Motion: Kent Gardner moved, seconded by Edward Fisher, to approve the Building Committee to prepare the draft of the request for proposal (RFP). Motion carried, 5-0.

VI. NEW BUSINESS

A. REQUEST FOR ADDRESS CHANGE – GOLDEN EAGLE WAY

Township Manager Ron Youtz informed the Board that Jodi Heffner, Zoning Officer, has been working with Mark & Jacqueline Rambler who reside at 666 Golden Eagle Way. Mr. Youtz stated that the Ramblers are asking that their street number 666 be changed since they feel this number is offensive and embarrassing.

Mr. Youtz stated that written permission from Lancaster County 911 and from the U.S. Post Office have been received allowing the address to be changed to 664½ Golden Eagle Way.

Motion: Edward Fisher moved, seconded by Kent Gardner, to accept Lancaster County 911 and the U.S. Post Office recommendations to change Mr. and Mrs. Rambler's property address from 666 to 664½ Golden Eagle Way. Motion carried, 5-0.

B. LANCASTER COUNTY LIBRARY

Township Manager Ron Youtz stated that this item will be placed on the November Board agenda since there was no one present from the library.

C. REQUEST AUTHORIZATION TO CONTACT PENNDOT REGARDING ENGINE BRAKE RETARDER PROHIBITION ON PROSPECT ROAD

Township Manager Ron Youtz informed the Board that he has received complaints about trucks' use of engine brake retarders along Prospect Road. He stated that the Police Department has been noting the areas where this is allegedly happening.

Mr. Youtz stated that he would like the Board to grant permission for him to contact PennDOT and see if it would allow the Township to observe and recommend where the placement of signs prohibiting the use of engine brake retarders be located.

Motion: Frank Burkhart moved, seconded by Edward Fisher, to approve the authorization for the Township Manager to contact PennDOT to discuss the possibility of installing placement signs to prohibit the use of engine brake retarders along a section of Prospect Road. Motion carried, 5-0.

D. REQUEST AUTHORIZATION TO ADVERTISE ORDINANCE FOR TRAFFIC SIGNS IN CHATSWORTH DEVELOPMENT

Township Manager Ron Youtz informed the Board that he has been working with Keystone Custom Homes, Inc. with the finalization of the Chatsworth Development. He said that part of the final process is accepting the traffic and parking regulations on Bridle Wreath Lane. He stated that Josele Cleary, Township Solicitor, has prepared a draft ordinance which will accept those streets and signals in that development.

Mr. Youtz informed the Board that he is requesting the Board to allow him to advertise the proposed ordinance for adoption at the November 6, 2014 Board meeting.

Motion: Frank Burkhart moved, seconded by Kent Gardner, to authorize the Township Manager to advertise the proposed ordinance which will establish traffic and parking regulations on Bridle Wreath Lane. Motion carried, 5-0.

E. REQUEST AUTHORIZATION TO ADVERTISE ORDINANCE FOR TEXT AMENDMENT TO ZONING ORDINANCE

Township Manager Ron Youtz explained to the Board that there is language in our existing Zoning Ordinance that is inconsistent with Federal Communications Commission regulations. The first part of the amendment deals with the height of antennas by amateur radio operators. The second part of the amendment states that any telecommunication facilities would be permitted by right on property owned, leased or otherwise controlled by the Township shall comply with FCC standards and regulations.

Motion: Edward Fisher moved, seconded by Kent Gardner, to authorize the advertisement of the proposed ordinance for text amendment to the Township Zoning Ordinance. Motion carried, 5-0.

F. CONTRACT EXTENSION FOR COLLECTION OF REFUSE AND RECYCLING

Township Manager Ron Youtz presented the Board with correspondence from both the Township which is requesting the one year time extension of the refuse contract and a copy of a letter from Republic Services stating it would agree upon the one year extension until December 31, 2015 with cost to the Township to increase from \$98.78 to \$101.37 for 2015.

Motion: Frank Burkhart moved, seconded by Kent Gardner, to accept the one year extension to the refuse contact with Republic Services for 2015 with a price adjustment to \$101.37. Motion carried, 5-0.

G. REQUEST TO ADD CABBAGE HILL TOWING TO TOWNSHIP TOW LIST

Police Chief Mark Pugliese presented the Board with copies of the Cabbage Hill Garage and Towing application and insurance information to be considered and placed on the approved towing services list. He also mentioned that Lancaster City and Manor Township Police Departments are currently using this vendor and have no issues with the service it provides.

Frank Burkhart asked how is it determined who tows a vehicle after an accident. Chief Pugliese informed the Board that the owner of the disabled vehicle can pick the company that he/she wants to tow their vehicle. If a choice is not made, then it is referred to the towing list. The tow companies are placed on a rotating call list.

Motion: Kent Gardner moved, seconded by Frank Burkhart, to authorize the Police Department to add Cabbage Hill Towing to its current rotating list of towing companies. Motion carried, 5-0.

H. 2015 PENSION ESTIMATES

Township Manager Ron Youtz explained to the Board that copies of two MMO reports have been provided to each Board member for their acknowledgement of receipt. He stated that the Police Pension 2015 Minimum Municipal Obligation is \$317,640.00 and the 2015 Non-Uniform Pension Plan is \$137,214.76. These amounts will be incorporated into the 2015 budget.

Motion: Kent Gardner moved, seconded by Edward Fisher, to acknowledge receipt of the 2015 MMO for Police Pension in the amount of \$317,640.00 and the 2015 MMO for the Non-Uniform Pension in the amount of \$137,214.76. Motion carried, 5-0.

I. ESTABLISH DATE AND TIME FOR FALL ROAD TOUR

Township Manager Ron Youtz asked the Board to establish a date and time that is convenient for all members to attend the annual fall road tour. After discussion, the Board members agreed to schedule the annual fall road tour for October 14, 2014 beginning at 8:00 a.m.

J. ESTABLISH DATE AND TIME FOR BUDGET WORKSHOP MEETING

Township Manager Ron Youtz asked the Board to establish a date and time that is convenient for all members to attend a budget workshop. After discussion, the Board members agreed to schedule the budget workshop for Monday, November 3, 2014 at 2:00 p.m. at the Municipal Building.

VII. ORDINANCE AND RESOLUTIONS – NONE

VIII. APPROVAL OF PAYABLES

Payroll/Taxes.....	\$175,063.87	Electronic Payment
General Fund.....	\$183,386.65	Checks 25415 – 25508
Fire Hydrant.....	\$ 0	Checks
Street Light.....	\$ 4,405.28	Checks 376
State Fund.....	\$254,420.57	Checks 2917-2929
Escrow Fund.....	\$ 34,805.39	Checks 127
Sewer Fund.....	\$ 14,061.07	Checks 3706
Refuse Fund.....	\$ 71,531.07	Checks 2205 – 2211

Motion: Kent Gardner moved, seconded by Frank Burkhart, to approve payment of all bills between September 1 through September 30, 2014 and any residuals. Motion carried, 5-0.

IV. ADJOURNMENT TO EXECUTIVE SESSION TO DISCUSS A PERSONNEL MATTER

Motion: Kent Gardner moved, seconded by Frank Burkhart, to adjourn the regular meeting at 9:10 p.m., and to go into Executive Session to discuss a personnel issue. Motion carried, 5-0.

Respectfully submitted,

Ron L. Youtz, Secretary