

**LANCASTER TOWNSHIP BOARD OF SUPERVISORS MEETING**  
**MINUTES**  
**December 11, 2017**

**I. PLEDGE OF ALLEGIANCE, CALL TO ORDER, AND ROLL CALL**

The duly advertised Lancaster Township Board of Supervisors meeting was held on Monday, December 11, 2017 in the township building at 1240 Maple Avenue, Lancaster, PA. The meeting was called to order at 7:00PM by Chair Kathy Wasong. Vice Chair Benjamin H. Bamford, Treasurer Thomas H. Schaller, and Township Manager William M. Laudien were also present. Others in attendance included township staff and interested parties. Ms. Wasong led those assembled in the Pledge of Allegiance.

**II. EXECUTIVE SESSION**

It was stated in the December 11, 2017 agenda, and advertised in the newspaper, that an executive session was held on Thursday, November 30, 2017 to discuss a contract.

**III. PUBLIC COMMENT ON AGENDA ITEMS**

No public comment on agenda items.

**IV. SECRETARY'S REPORT**

The minutes of the November 13, 2017 board meeting were approved by general consent.

**V. TREASURER'S REPORT**

Mr. Schaller presented the treasurer's report as of December 11, 2017:

General Fund/Escrow Fund/Investments.....	\$5,922,797.26
Highway Aid Fund.....	426,376.41
Parks Fund .....	6,390.18
Capital Reserve Fund.....	873,410.46
TOTAL .....	\$7,228,974.31

Ms. Wasong stated the treasurer's report would be filed for audit.

**VI. PAYMENT OF BILLS**

On a motion by Mr. Schaller, seconded by Mr. Bamford, the board unanimously approved the payment of bills (November 13, 2017–December 11, 2017):

General Fund.....	\$330,275.22
Escrow Fund .....	4,680.66
State Highway Fund.....	176,069.46
Parks Fund .....	1,800.00
Capital Reserve Fund.....	-0-
TOTAL .....	\$512,825.34

**VII. REPORTS**

**A. Lancaster Township Fire Department:** Chief Ron Comfort Jr. reported there were thirty calls in the township, with nineteen calls for mutual aid, during the month of November 2017, making a year-to-date total of 464 calls. Chief Comfort noted that

Santa has been making his rounds throughout the township, and will continue to do so weather and emergencies permitting. The schedule can be found on the fire department Facebook page.

- B. Lafayette Fire Company:** There were eight calls answered on the east side of Lancaster Township during the month of November 2017.
- C. Police:** Sergeant Michael Piacentino gave an overview of the November 2017 police report.
- D. Sewer/Other Reports:** Reports are available for public inspection at the meeting and during regular business hours.
- E. Recycling Report:** November 2017: Not available
- F. Lancaster Intergovernmental Committee:** Mr. Laudien reported that a meeting will be held in January 2018.

#### **VIII. ANNOUNCEMENTS**

- A. End of Leaf Collection:** The end of leaf collection began Monday, December 11, 2017. Visit the township website for full details on the end date for your neighborhood. Leaves put out after the final date for your neighborhood cannot be picked up. For signed streets only, leaf collection has been extended to the third Tuesday and Wednesday, December 19<sup>th</sup> and 20<sup>th</sup>.
- B. Office closed:** Monday and Tuesday, December 25 and 26, 2017, and Monday, January 1, 2018.
- C. Collection of Real Christmas Trees:** Collection of real Christmas trees will take place January 8-11, 2018, on your regularly scheduled trash day. All decorations must be removed; no bagged trees. If you miss the collection, a \$4.00 red tag will be required. Artificial trees can be disposed of with trash, but require a \$4.00 red tag.
- D. Drop off of Real Christmas Trees:** Real Christmas trees only can be dropped off at the township maintenance facility, 1357 Meadowcreek Lane, from January 2 to 5, 2018, and from January 8 to 12, 2018, 7:30AM to 3:30PM only. All decorations must be removed, tree is not to be in a bag, and absolutely no woody waste will be accepted. This service is for township residents only.
- E. Next Board of Supervisors Meeting:** Tuesday, January 2, 2018, workshop at 6:00PM; reorganization meeting at 6:30PM, or following the workshop; regular meeting at 7:00PM, Lancaster Township.
- F. Board of Auditors Annual Meeting:** Wednesday, January 3, 2018, 7:15PM, Lancaster Township.

#### **IV. OLD BUSINESS**

No old business.

#### **X. PLANNING AND ZONING BUSINESS**

- A. Lancaster Country Day School—First Amendment Stormwater Management Agreement and Declaration of Easement**  
Mr. Schaller moved, and Mr. Bamford seconded, and the board unanimously approved the first amendment stormwater management agreement and declaration

of easement for modifications to the provisions of the original agreement entered into on June 6, 2016.

- B. LTPC #24–Millersville Commons–Financial Security Release Request**  
Mr. Bamford moved, and Mr. Schaller seconded, and the board unanimously approved a request from Richard Ozimek, Millersville Road Partners, LP, for the full release of the financial security for this subdivision land development plan, and require the developer to provide a cash escrow of \$5,000.00. The request was submitted via a letter dated November 11, 2017. Township Engineer Ben Webber, in his letter dated November 30, 2017, recommended releasing the financial security balance of \$76,608.08, conditioned upon the developer’s providing a cash escrow of \$5,000.00 to be released when the plantings and landscaping are thriving and meeting their intended purpose.

**XI. NEW BUSINESS**

**A. Resolution 2017-12**

Mr. Schaller moved, and Mr. Bamford seconded, and the board unanimously approved Resolution 2017-12, setting the Lancaster Township real property tax levy for fiscal year 2018 at 0.91 mills (0.00091).

**B. Resolution 2017-13**

Mr. Bamford moved, and Mr. Schaller seconded, and the board decided to move Res2017-13 to the end for discussion. Discussion ensued. Mr. Bamford moved, and Mr. Schaller seconded, and the board unanimously approved Resolution 2017-13, adopting the Lancaster Township annual budget for 2018 with the following changes: under 411.540 the LTFD operating expense will go up to \$221,000.00 for 2018; under 492.300 transfer to capital reserve increase to a total of \$275,000.00 noting the LTFD increase to \$175,000.00; under 411.355 the LTFD fleet insurance will go to \$0.00.

**C. Resolution 2017-14**

Mr. Bamford moved, and Mr. Schaller seconded, and the board unanimously approved Resolution 2017-14, to balance all accounts for fiscal year 2017.

**E. Lafayette Fire Company Fire Protection Agreement**

Mr. Schaller moved, and Mr. Bamford seconded, and the board unanimously approved a three-year fire protection agreement between Lancaster Township and the Lafayette Fire Company, whereas the township shall pay to the fire company a rate of compensation in accordance with the following schedule: 2018: \$65,000.00; 2019: \$65,000.00; 2020: \$65,000.00.

**E. Lancaster Township Fire Department Agreement**

Mr. Bamford moved, and Mr. Schaller seconded, and the board unanimously approved a five-year agreement between Lancaster Township and the Lancaster Township Fire Department, whereas the township shall budget for and make annual contributions to the operating fund of LTFD according to the following schedule: 2018: \$220,375.00; 2019: \$227,190.00; 2020: \$234,217.00; 2021: \$241,461.00; 2022: \$248,928.00, and in addition, \$175,000.00 to the LTFD capital reserve account.

**XII. GUEST RECOGNITION AND PARTICIPATION**

- Mr. Bamford and Mr. Schaller presented Ms. Wasong with a certificate of appreciation, and thanked her for her years of service as a Lancaster Township Board Supervisor. Ms. Wasong said it has been an honor for her to serve the community and its residents.

**XIII. ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:35PM.

Respectfully submitted,



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William M. Laudien, Secretary