

**LANCASTER TOWNSHIP BOARD OF SUPERVISORS MINUTES**  
**REORGANIZATION MEETING**  
**&**  
**REGULAR MEETING**

**January 7, 2019**

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

The duly advertised Lancaster Township Board of Supervisors reorganization and regular meeting was held on January 7, 2019 in the township building at 1240 Maple Avenue, Lancaster, PA. The meeting was called to order at 7:00PM by Chair Benjamin H. Bamford. Vice Chair Thomas H. Schaller, Treasurer Steven P. Elliott, and Township Manager William M. Laudien were also present. Others in attendance included township staff and interested parties. Mr. Bamford led those assembled in the Pledge of Allegiance.

**II. ELECTION OF OFFICERS**

Mr. Elliott nominated Mr. Schaller as chair of the board of supervisors. Mr. Bamford seconded and Mr. Schaller was elected chair. Mr. Schaller then presided over the remainder of the meeting.

Mr. Bamford nominated Mr. Elliott as vice chair of the board of supervisors. Mr. Schaller seconded and Mr. Elliott was elected vice chair.

Mr. Schaller nominated Mr. Bamford as treasurer of the board of supervisors. Mr. Elliott seconded and Mr. Bamford was elected treasurer.

Mr. Bamford moved to appoint William M. Laudien as secretary to the board of supervisors. Mr. Elliott seconded and the motion carried unanimously.

Mr. Elliott moved to appoint Thomas P. Daniels as assistant secretary to the board of supervisors. Mr. Bamford seconded and the motion carried unanimously.

**III. CONVENTION DELEGATE CERTIFICATION**

Mr. Elliott moved to appoint Mr. Bamford as the voting delegate to the PA State Supervisors Convention in April 2019. Mr. Schaller seconded and the motion carried unanimously.

**IV. TREASURER'S BOND RECOMMENDATION**

Mr. Elliott moved to set the treasurer's bond at \$1,000,000.00, and that all other necessary personnel be bonded. Mr. Schaller seconded and the motion carried unanimously.

**V. APPOINTMENTS AND REAPPOINTMENTS**

The Board of Supervisors acted on the following appointments and reappointments:

- Appoint the firm of Nikolaus & Hohenadel, LLP as township solicitor.
- Appoint Fulton Bank as the township depository.

- Appoint the Lancaster County Treasurer's Office as Tax Collector for Lancaster Township to collect municipal and county real estate taxes, effective with the 2019 real estate taxes.
- Reappoint certified public accountants Stambaugh Ness, PC, to perform the 2018 audit.
- Appoint Kevin Hertzog as the Lancaster Township Building Code Inspector (by annual agreement with West Lampeter Township).
- Reappoint RETTEW as Lancaster Township's engineer on an as-needed basis for 2019
- Reappoint Ronald Comfort Jr. to the Lancaster Township Building Code Board of Appeals, new term expiring 12/31/2023.
- Reappoint Angela Sowers and Gary Jones to the Lancaster Township Planning Commission, new term expiring 12/31/2022.
- Reappoint John Metzger and Joseph LoCurto (alternate) to the Lancaster Township Zoning Hearing Board, new term expiring 12/31/2021.
- Reappoint Suzanne Teske to the Lancaster Township Vacancy Board Chair, new term expiring 12/31/2019.
- Reappoint Mark Deimler of Solanco Engineering Association as Sewage Enforcement Officer, new term expiring 12/31/2019.
- Reappoint ARRO Consulting, Inc., William McMullen and Doug Kopp, as Alternate Sewage Enforcement Officers, new terms expiring 12/31/2019.
- Reappoint Kathy Wasong and Suzanne Teske to the Lancaster County Community Development Block Grant Funds Steering Committee, new term expiring 12/31/2019
- Reappoint William M. Laudien as Voting Representative for the LIMC

Mr. Bamford moved, Mr. Elliott seconded, and the board unanimously approved all the appointments and reappointments listed above.

## **VI. CERTIFICATIONS**

Mr. Elliott moved, Mr. Bamford seconded, and the board unanimously certified that streets and highways in Lancaster Township be considered as one road district.

Mr. Elliott moved, Mr. Bamford seconded, and the board unanimously certified that the 2019 municipal calendar was advertised, as required by law, and will be followed for township meetings in 2019.

## **VII. APPROVALS**

- A. Resolution 2019-01:** Mr. Bamford moved, Mr. Elliott seconded, and the board unanimously approved Resolution 2019-01 authorizing the dispensing of payroll, the payment of bills incurring penalties between supervisors' meetings, and establishing the township manager's compensation for 2019.
- B. 2019 Employee Schedule of Benefits:** Mr. Bamford moved, Mr. Elliott seconded, and the board unanimously approved the employee benefits and holiday schedule titled Lancaster Township 2019 Schedule of Benefits.

**VIII. ADJOURNMENT OF REORGANIZATION MEETING AND OPENING OF REGULAR MEETING**

Mr. Schaller adjourned the reorganization meeting, and opened the regular meeting of the Board of Supervisors at 7:06PM.

**IX. PUBLIC COMMENT ON AGENDA ITEMS**

No public comments on agenda items.

**X. CONTINUATION OF CONDITIONAL USE HEARING—LTPC 275—690 BEAN HILL ROAD**

No hearing was held. The board moved to continue the conditional hearing on February 11, 2019.

**XI. SECRETARY'S REPORT**

The minutes of the December 10, 2018 board meeting were approved by general consent.

**XII. TREASURER'S REPORT**

Mr. Bamford presented the treasurer's report as of December 29, 2018:

General Fund.....	\$7,331,108.77
Highway Aid Fund.....	606,733.86
Parks Fund .....	Closed
Capital Reserve Fund.....	432,698.91
TOTAL .....	\$8,370,541.54

Mr. Schaller stated the treasurer's report would be filed for audit.

**XIII. PAYMENT OF BILLS**

On a motion by Mr. Bamford, seconded by Mr. Elliott, the board unanimously approved the payment of bills (December 11, 2018–January 7, 2019):

General Fund.....	\$170,028.36
Escrow Fund .....	1,043.25
State Highway Fund.....	5,256.14
Parks Fund .....	Closed
Capital Reserve Fund.....	-0-
TOTAL .....	\$176,327.75

**XIV. REPORTS**

**A. Lancaster Township Fire Department:** Chief Ron Comfort Jr. reported there were twenty-four calls in the township, with twelve calls for mutual aid, during the month of December 2018, making a year-to-date total of 468 calls. It was also noted that in 2018, there were 38 calls less than in 2017.

**B. Lafayette Fire Company:** There were nine calls answered on the east side of Lancaster Township during the month of December 2018.

**C. Police:** Sgt. John Donnelly gave an overview of the December 2018 police report.

**D. Recycling Report:** November 2018: 16.09%; December 2018: 18.27%

- E. Sewer/Other Reports:** Reports are available for public inspection at the meeting and during regular business hours.

**XIV. ANNOUNCEMENTS**

- A. Executive Session:** The board of supervisors met in an executive session on Wednesday, December 19, 2018, to discuss a contract issue.
- B. Board of Auditors Annual Meeting:** Wednesday, January 8, 2019, at 5:30pm.
- C. Christmas Trees:**
- Free collection of real Christmas trees is this week, through Thursday, January 10, 2019, on your scheduled trash day. No decorations, no tree bags. This is the only free pickup. If you miss the collection, it will require a \$4.00 over-sized item tag for disposal. Artificial trees can be disposed of with trash, and require a \$4.00 red tag.
  - Real Christmas trees can also be dropped off at the township maintenance facility, 1357 Meadowcreek Lane, this week through Friday, January 11, 2019, 7:30am to 3:30pm only. No decorations, no tree bags, absolutely no artificial trees or woody waste. Lancaster Township residents only.
- D. Office Closed:** Monday, January 21, 2019.
- E. Next Board of Supervisors Meeting:** Monday, February 11, 2019, 7:00pm; workshop at 6:00pm, Lancaster Township.

**XV. OLD BUSINESS**

No old business.

**XVI. PLANNING AND ZONING BUSINESS**

- A. LTPC 257–Elderwood–Stormwater Management Site Plan–Modification Request**  
Mr. Bamford moved, Mr. Elliott seconded, and the board unanimously approved a request from Ben Craddock, Lancaster Civil Engineering Co., for a waiver of the following sections of the Lancaster Township Stormwater Management Ordinance (SWMO):
1. Section 229-4 (a) [3] – Minimum cover over the pipe to the bottom of the paving of one (1') foot
  2. Section 229-4 (a) [4] – Minimum diameter of a pipe in a vehicular loading area of fifteen (15") inches
- The Lancaster Township Planning Commission (LTPC) recommended approval of this modification request at their meeting on December 18, 2018.
- B. LTPC 272 – Southern Village Phase IV Final Subdivision & Land Development Plan**  
Mr. Bill Swiernik of DM/A very briefly addressed the board requesting an extension of time for the approval of this plan. Mr. Elliott moved, Mr. Bamford seconded, and the board unanimously approved the extension of time for LTPC 272—Southern Village Phase IV Final Subdivision & Land Development Plan, through March 15, 2019.
- C. LTPC 277 – City of Lancaster Water Transmission & Distribution Project–Stormwater Management Site Plan Waiver**

Mr. Bamford moved, Mr. Elliott seconded, and the board unanimously approved a request from Cindy McCormick, City of Lancaster, for a waiver from Article IV of the Lancaster Township Stormwater Management Ordinance for the construction of a water main and water distribution pipes and appurtenances, as long as the conditions of township engineer Ben Webber's letter of December 11, 2018 are met. The LTPC recommended approval of this waiver request at their meeting on December 18, 2018.

**D. LTPC 224 – Conestoga Reserve – Consent Agreement**

Mr. Bamford moved, Mr. Elliott seconded, and the board unanimously directed township manager William M. Laudien to work on the JPM Keller's Consent Agreement for LTPC 224, Conestoga Reserve.

**XVII. NEW BUSINESS**

**A. Resolution 2019-02, Lancaster Township Schedule of Fees**

Mr. Elliott moved, Mr. Bamford seconded, and the board unanimously approved the amending of the Lancaster Township Schedule of Fees, Resolution 2019-02, to update costs for the engineering firm Rettew for professional services used on an as needed basis for township planning and zoning projects.

**B. PMRS Pension Agreement Amendments; Ordinance 2019-01**

The board acknowledged receipt of the PMRS Pension Agreement Amendments, and Ord2019-01 will be advertised.

**XVIII. GUEST RECOGNITION AND PARTICIPATION**

- **Paul Groff, Waypoint Drive:** Was wondering if the trash hauler Waste Management could be asked to add additional information to their website regarding collection schedules during holidays and snowy weather. Mr. Laudien recommended residents utilize the township website which would be useful for this information, and includes links to the Waste Management site. Mr. Groff also indicated they are getting complaints about the new building being sloppy—dirt piles, stone piles, mud washes down and comes in on Waypoint properties. Mr. Daniels indicated they have been pouring concrete for a few days and that can lead to these issues, but it is something that is going to be addressed.

**XIX. ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:27pm.

Respectfully submitted,



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William M. Laudien, Secretary