

LANCASTER TOWNSHIP BOARD OF SUPERVISORS MINUTES

**REORGANIZATION MEETING
&
REGULAR MEETING**

January 6, 2020

EXECUTIVE SESSION

The board held an executive session at the conclusion of the workshop meeting for a real estate/property discussion.

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 Monday, January 6, 2020, in the township building at 1240 Maple Avenue, Lancaster, PA. Supervisor-elect Iber Guerrero Lopez was sworn in by District Magistrate Mary Mongiovi Sponaugle at 6:00PM, prior to the Workshop.

The reorganization meeting was called to order at 6:40PM by Supervisor Steven P. Elliott. Supervisors Benjamin H. Bamford and Iber Guerrero Lopez, and Township Manager William M. Laudien were also present. Others in attendance included township staff and interested parties. Mr. Elliott led those assembled in the Pledge of Allegiance.

II. ELECTION OF OFFICERS

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

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

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

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

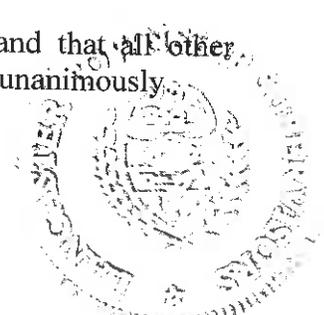
Mr. Bamford moved to appoint Thomas P. Daniels as assistant secretary to the board of supervisors. Mr. Guerrero Lopez seconded and the motion carried unanimously.

III. CONVENTION DELEGATE CERTIFICATION

Mr. Elliott moved to appoint Mr. Bamford as the voting delegate to the PA State Supervisors Convention in May 2020. Mr. Guerrero Lopez seconded and the motion carried unanimously.

IV. TREASURER'S BOND RECOMMENDATION

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



V. APPOINTMENTS AND REAPPOINTMENTS

Mr. Bamford moved, Mr. Guerrero Lopez seconded, and the board unanimously appointed and reappointed all of the following:

- Appointment of Nikolaus & Hohenadel, LLP as township solicitor.
- Appointment of Fulton Bank as the township depository.
- Appointment of certified public accountants Stambaugh Ness, PC, to perform the 2019 audit.
- Appointment of the County of Lancaster as Tax Collector to collect Lancaster Township municipal real estate taxes and the County of Lancaster real estate taxes effective with the 2020 real estate taxes.
- Appointment of Terrie Finger, Karen Foerstel, Paula Miller, Tina Morrison, Christine Shevock, and Dan Weigel to the Lancaster Township Historical Commission, for a term of four years, expiring 12/31/2023.
- Reappointment of Kevin Hertzog as the Lancaster Township Building Code Inspector by agreement with West Lampeter Township.
- Reappointment of Thomas Kifolo to the Lancaster Township Planning Commission, new term expiring 12/31/2023.
- Reappointment of Elizabeth Bamford to the Lancaster Township Zoning Hearing Board, new term expiring 12/31/2022.
- Reappointment of Suzanne Teske to the Lancaster Township Vacancy Board Chair, new term expiring 12/31/2020.
- Reappointment of Bob Desmarais Jr. as the Lancaster Township Citizen Representative on the Lancaster Recreation Commission, new term expiring 12/31/2022.
- Reappointment of William M. Laudien as Voting Representative for the LIMC.
- Reappointment of William M. Laudien as the Lancaster Township Representative on the Lancaster Area Sewer Authority Board, new term expiring 12/31/2024.
- Reappointment of Solanco Engineering Associates as Sewage Enforcement Officer, new term expiring 12/31/2020.
- Reappointment of ARRO Consulting, Inc. as Alternate Sewage Enforcement, new term expiring 12/31/2020.
- Reappointment of RETTEW as township engineer, by agreement, on an as-needed basis for 2020.
- Reappointment of Kathy Wasong and Suzanne Teske as representatives on the Lancaster County Community Development Block Grant Funds Steering Committee, new term expiring 12/31/2020.

VI. CERTIFICATIONS

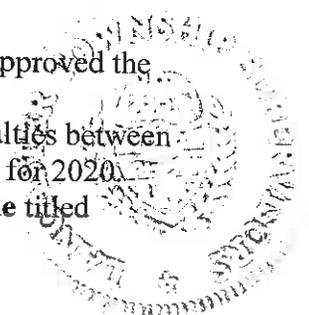
Mr. Guerrero Lopez moved, Mr. Bamford seconded, and the board unanimously approved the following certification:

- That streets and highways in Lancaster Township be considered as one road district.
- That the 2020 municipal calendar was advertised, as required by law, and will be followed for township meetings in 2020.

VII. APPROVALS

Mr. Bamford moved, Mr. Guerrero Lopez seconded, and the board unanimously approved the following:

- **Resolution 2020-01** – Dispensing Payroll and Payment of Bills incurring penalties between supervisors' meetings, and establishing the township manager's compensation for 2020.
- **Approval of the 2020 Employee Schedule of Benefits and Holiday Schedule** titled Lancaster Township 2020 Schedule of Benefits.



VIII. ADJOURNMENT OF REORGANIZATION MEETING AND OPENING OF REGULAR MEETING

Mr. Elliott adjourned the reorganization meeting, and opened the regular meeting of the Board of Supervisors at 6:50PM.

IX. PUBLIC COMMENT ON AGENDA ITEMS

No public comments on agenda items.

X. SECRETARY'S REPORT

The minutes of the December 9, 2019 board meeting were approved by general consent.

XI. TREASURER'S REPORT

Mr. Guerrero Lopez presented the treasurer's report as of January 6, 2020:

General Fund.....	\$7,722,874.90
Highway Aid Fund.....	600,135.59
Capital Reserve Fund.....	813,776.71
TOTAL	\$9,136,787.20

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

XII. PAYMENT OF BILLS

On a motion by Mr. Guerrero Lopez, seconded by Mr. Bamford, the board unanimously approved the payment of bills (12/09/2019–01/06/2020):

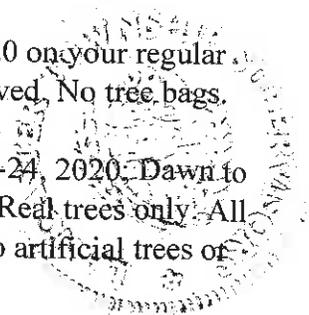
General Fund.....	\$560,504.85
Escrow Fund	666.50
State Highway Fund.....	64,549.47
Capital Reserve Fund.....	-0-
TOTAL	\$625,720.82

XIII. REPORTS

- A. Lancaster Township Fire Department (west side): Chief Ron Comfort Jr. gave a brief review of the December 2019 report – Total Incidents: 48: 28 in Lancaster Township; 20 for Mutual Aid; Year-to-Date: 486. He again reminded everyone to make sure you have smoke detectors in your home, and that they are working properly.
- B. Lafayette Fire Company (east side): December 2019 report not available.
- C. Manheim Township Police: Sergeant John Donnelly gave a brief review of the December 2019 report.
- D. Recycling Report: December 2019: 18%.
- E. Sewer Reports: Available on the back table during the board meeting, and at the office during regular business hours.

XIV. ANNOUNCEMENTS

- A. Board of Auditors Meeting: Tuesday, January 7, 2020 at 5:30PM; Lancaster Township.
- B. Signed Street Parking Restrictions remain in force through January 16, 2020 to allow for final sweeping of the streets, weather permitting.
- C. Free Christmas Tree Collection: Week of January 13-16, 2020 on your regular collection day. Real trees only. All decorations must be removed. No tree bags. Artificial trees require \$4.00 service tag.
- D. Christmas Tree Drop-off: January 13-17, 2020 & January 20-24, 2020. Dawn to Dusk at yard waste facility area, for township residents only. Real trees only. All decorations must be removed. No tree bags, and absolutely no artificial trees or yard waste.



- E. Office closed: Monday, January 20, 2020
- F. Board of Supervisors Meeting: Monday, February 10, 2020. Workshop at 6:00PM; regular meeting at 7:00PM, Lancaster Township.

XV. OLD BUSINESS

No old business.

XVI. PLANNING AND ZONING BUSINESS

A. LTPC 264 – City of Lancaster Operations Center – Final Land Development Plan

Mr. Bamford moved, Mr. Guerrero Lopez seconded and the board unanimously approved a request from Matthew Metzler, on behalf of the City of Lancaster, for the release of the Financial Security for the City of Lancaster's Operations Center Final Subdivision and Land Development Plan, per the recommendation by township engineer Ben Webber. The request was submitted via an email dated December 5, 2019. In his letter dated December 6, 2019, township engineer Ben Webber recommended reducing the financial security by \$843,433.00, leaving a balance of \$139,904.00, plus accrued interest, until all outstanding work is completed to the satisfaction of the Township.

XVII. NEW BUSINESS

A. Resolution 2020-02, Lancaster Township Schedule of Fees

Mr. Guerrero Lopez moved, Mr. Bamford seconded and the board unanimously approved Resolution 2020-02, amending the Lancaster Township Schedule of Fees as follows:

- o Section 1.q.—Update professional service costs provided by engineering firm Rettew, when necessary, for Planning & Zoning projects.
- o Section 1.nn (Stormwater Management)—Reflect the Administrative Fee is now due with application.

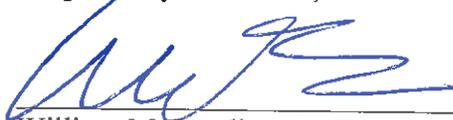
XVIII. GUEST RECOGNITION AND PARTICIPATION

No guest recognition and participation.

XIX. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:47PM.

Respectfully submitted,



William M. Laudien, Secretary

