

LANCASTER TOWNSHIP BOARD OF SUPERVISORS
1240 Maple Avenue, Lancaster, PA 17603
Ph: (717) 291-1213 | www.twp.lancaster.pa.us

DECEMBER 14, 2020

MEETING MINUTES

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

The duly advertised Lancaster Township Board of Supervisors meeting was held on Monday, December 14, 2020, via Zoom. The meeting was called to order at 7:00PM by Chair Steven P. Elliott, Vice Chair Benjamin H. Bamford, Treasurer Iber Guerrero Lopez, and Township Manager William M. Laudien were also present. Others in attendance included township staff and interested parties.

II. PUBLIC COMMENT ON AGENDA ITEMS

No public comment on agenda items.

III. SECRETARY'S REPORT

The minutes of the November 9, 2020, board meeting were approved by general consent.

IV. TREASURER'S REPORT

Mr. Guerrero Lopez presented the treasurer's report as of December 14, 2020:

General Fund.....	\$5,429,938.01
Highway Aid Fund.....	655,625.26
Capital Reserve Fund.....	<u>1,209,930.29</u>
TOTAL.....	\$7,295,493.56

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

V. PAYMENT OF BILLS

On a motion by Mr. Guerrero Lopez, seconded by Mr. Bamford, the board unanimously approved the payment of bills (November 9, 2020 thru December 14, 2020):

General Fund.....	\$513,878.63
Escrow Fund	10,719.97
State Highway Fund.....	11,072.52
Capital Reserve Fund.....	<u>11,935.00</u>
TOTAL.....	\$547,606.12

VI. REPORTS

- A. Lafayette Fire Company (east side):
November 2020: 0 calls in Lancaster Township east
- B. Lancaster Township Fire Department (west side):
November 2020: 24 calls in Lancaster Township west; 11 calls for Mutual Aid; Year-to-date Total: 375
- C. Police Report:
November 2020: 71 Criminal Reports; 277 Calls for Service; 33 Arrests; 36 Crash Investigations; 80 Traffic Citations; 38 Traffic Warnings; No Overdose Incidents/Fatalities
- D. Recycling Report: November 2020: 15.52%

E. Sewer Reports: Available on the township website.

- Printed copies of all reports are available at the township office for a nominal fee and can be viewed/printed from the website.

WORKSHOP REPORTS

The following departments presented updates to the board:

- Planning & Zoning
- Township Engineer
- Public Works
- Township Manager

VII. ANNOUNCEMENTS

- A. Final days for leaf collection, which included today, are December 15, 16, 17, 18, and 21, weather permitting. Complete details can be found on the township website. Parking restrictions on signed streets remain in force through January 15, 2021 to allow for final sweeping of the streets.
- B. Township Office will be closed on Thursday, December 24 and Friday December 25, 2020, Friday, January 1 and Monday, January 18, 2021. There is no change to the trash/recycle collection.
- C. Drop-off of real Christmas trees at the woody waste facility will be available for township residents starting December 28, 2020 thru January 14, 2021; Dawn to Dusk, in the designated area only. All decorations must be removed; no tree bags. Absolutely no artificial trees or yard waste. The area is under video surveillance; violators will be cited.
- D. Curbside collection of real Christmas trees takes place week of January 11-14, 2021.
- E. Next Board of Supervisors Meeting: Monday, January 4, 2021. This will be the Reorganization and Regular Meeting combined, 1420 Columbia Avenue, Maple Grove Community Building. See the township website for start time.
- F. Board of Auditors Meeting: Tuesday, January 5, 2021, 5:30PM, at 1240 Maple Avenue, Township Building.

VIII. OLD BUSINESS

- A. **LTPC 301 – River Drive Lot 2 B-A – Subdivision Plan – Continued from November 9, 2020 Meeting**

Mr. Bamford moved, Mr. Guerrero Lopez seconded, and the board unanimously approved a Subdivision Plan, including requested waivers, for LTPC 301, River Drive Lot 2 B-A, and contingent upon township engineer Ben Webber's December 10, 2020 review letter.

At their meeting on October 20, 2020, the Lancaster Township Planning Commission recommended approval of the waiver requests as they are written. At the same meeting, the Lancaster Township Planning Commission recommended approval of the Subdivision Plan for River Drive Lot 2 B-A contingent upon the completion of the items listed in township engineer Benton Webber's October 1, 2020 review letter.

IX. PLANNING AND ZONING BUSINESS

A. LTPC 184 – Southern Village Phase I – Final Subdivision and Land Development Plan – Financial Security Reduction

Mr. Guerrero Lopez moved, Mr. Bamford seconded, and the board unanimously approved a request from William Swiernik, David Miller/Associates, Inc., for a reduction of the financial security for LTPC 184, the Southern Village Phase I – Final Subdivision and Land Development Plan, in the amount of \$75,540.71.

The request was submitted via an email dated November 2, 2020. In his letter dated November 10, 2020, township engineer Benton Webber recommended the township release the financial security.

B. LTPC 297 – 1429 Marietta Avenue – Stormwater Management Site Plan – Financial Security Reduction

Mr. Bamford moved, Mr. Guerrero Lopez seconded, and the board unanimously approved a request from Daniel Hershey, Hershey Engineering, Inc., for a reduction of the financial security for LTPC 297, the 1429 Marietta Avenue Stormwater Management Site Plan, in the amount of \$13,408.81, resulting in a balance of \$1,489.87, until all outstanding work is completed to the satisfaction of the township.

The request was submitted via a letter dated November 11, 2020. In his letter dated November 13, 2020, township engineer Benton Webber recommended the township reduce the financial security.

C. LTPC 302 – Clark Residence River Drive Lot 2 – Stormwater Management Site Plan

Mr. Guerrero Lopez moved, Mr. Bamford seconded, and the board unanimously acknowledged receipt of a time extension until June 29, 2021, from Brian Cooley, DC Gohn Associates, Inc., on behalf of J. Alex Hartzler, for the approval of the Stormwater Management Site Plan for LTPC 302, the Clark Residence River Drive Lot 2. This extension was submitted in a letter dated November 19, 2020.

D. LTPC 299 – 1213 Valley Road – Stormwater Management Site Plan

Mr. Bamford moved, Mr. Guerrero Lopez seconded, and the board unanimously approved a Stormwater Management Site Plan, for LTPC 299, 1213 Valley Road.

At their meeting on November 17, 2020, the Lancaster Township Planning Commission recommended approval this plan.

X. NEW BUSINESS

A. Resolution 2020-15; Tax Levy for Fiscal Year 2021

Mr. Guerrero Lopez moved, Mr. Bamford seconded, and the board unanimously adopted Resolution 2020-15 to set the Lancaster Township real property tax levy for fiscal year 2021 at 0.91 mills (0.00091).

B. Resolution 2020-16; Annual Budget for 2021

Mr. Bamford moved, Mr. Guerrero Lopez seconded, and the board unanimously adopted Resolution 2020-16 for the adoption of the Lancaster Township annual budget for 2021.

C. Resolution 2020-17; Balance Accounts for Fiscal Year 2020

Mr. Guerrero Lopez moved, Mr. Bamford seconded, and the board unanimously adopted Resolution 2020-17 to balance all accounts for fiscal year 2020.

D. Addition to the Snow Emergency Routes under Ordinance 2014-02, Section 263-58

Mr. Bamford moved, Mr. Guerrero Lopez seconded, and the board unanimously designated the following cul-de-sacs or dead-end roads as snow emergency routes:

Conestoga Woods Road (at Milford Drive) and Woodlyn Court

Per section 263-58, Snow Emergency Routes - there shall be no parking, no standing, etc., during any declared emergency.

As permitted under Ordinance 2014-02, Section 263-4.A: The Board of Supervisors may, from time to time, designate places upon and along the streets in the Township where, for a period of not more than 90 days, specific traffic and/or parking regulations, prohibitions and restrictions shall be in force and effect and shall designate those locations by proper signs and markings. Such regulations, prohibitions and restrictions shall be effective just as if they had been specified in this chapter.

Snow Emergency Declaration

Mr. Guerrero Lopez moved, and Mr. Bamford seconded, and the board unanimously authorized public works superintendent Mike Hamlin to call for a declaration of a snow emergency in Lancaster Township on Wednesday, December 15, 2020, upon the issuance of a winter storm warning for the impending snow storm on December 16, 2020.

E. Board of Supervisors Meetings—New Start Time

Mr. Guerrero Lopez moved, Mr. Bamford seconded, and the board unanimously approved the request to change the start time of the Board of Supervisors Meetings from 7:00PM to 6:00PM beginning with the January 4, 2021, reorganization meeting.

Meetings will continue to be held at the Maple Grove Community Building, 1420 Columbia Avenue, until further notice, and are live broadcast on the township Facebook page. Meetings may also be held via Zoom if or when necessary. Meeting location and time is posted on the township website the week prior to the meeting date.

XI. GUEST RECOGNITION AND PARTICIPATION

Alison Kibler, 107 Atkins Avenue: Asked about an exception that was given for the school buses that are still being parked behind her house in the parking lot. They have been parked there for many months, and is wondering when it will end. Why can they not go back to parking at Wheatland? Ms. Kibler also mentioned that the weeds and overgrowth around the lot is bad. Mr. Laudien responded that the township did not provide an exception; they merely gave them permission to park there. Unfortunately, the construction project has gone on longer than expected. There continues to be access issues in and out of Wheatland, but I know they would like to move back there as soon as they can. Mr. Laudien will try to get more specific answers.

Ben Webber, Township Engineer: *Recalling our Township's History*

Mr. Webber gave a presentation about Lincoln Highway through Lancaster Township. The presentation will be available under the Historical Commission page on the township website.


XII. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:50PM.

XIII. EXECUTIVE SESSION

The board held an executive session following the meeting to discuss personnel and contract issues.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'William M. Laudien', written over a horizontal line.

William M. Laudien, Secretary