

LANCASTER TOWNSHIP BOARD OF SUPERVISORS
1240 Maple Avenue
Lancaster, PA 17603

MEETING MINUTES
REORGANIZATION & REGULAR MEETING

January 4, 2021

Held via Zoom

I. CALL TO ORDER, AND ROLL CALL

The duly advertised Lancaster Township Board of Supervisors reorganization and regular meeting was held on Monday, January 4, 2021, via Zoom. The meeting was called to order at 6:00PM by Supervisor Steven P. Elliott. Supervisors Benjamin H. Bamford and Iber Guerrero Lopez, and Township Manager William M. Laudien were present. Others in attendance included township staff and interested parties.

EXECUTIVE SESSION ANNOUNCEMENT – The board held an executive session at the conclusion of the December 14, 2020 board meeting to discuss personnel and contract issues.

II. ELECTION OF OFFICERS

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

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

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

Mr. Bamford then presided over the remainder of the meeting.

Mr. Bamford moved to appoint William M. Laudien as secretary to the board of supervisors, and Thomas P. Daniels as assistant secretary. 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 April 2021. Mr. Guerrero Lopez 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. Guerrero Lopez seconded and the motion carried unanimously.

V. APPOINTMENTS AND REAPPOINTMENTS

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

Appointment of Nikolaus & Hohenadel as the Township Solicitor

Appointment of Fulton Bank as the Township Depository

Appointment of Lancaster County Treasurer's Office as Tax Collector to collect Lancaster Township municipal and county real estate taxes effective with the 2021 real estate taxes

Appointment of SEK CPAs & Advisors to perform the 2020 audit

Appointment of Iber Guerrero Lopez, Michael Hamlin, Devin Groff, Jenny Galloway, and Lucy Deren to the Lancaster Township Park Facilities Review Committee

Appointment of Thomas M. McDermott to the Lancaster Township Planning Commission, four year term expiring 12/31/2024

Appointment of Iber Guerrero Lopez as a Lancaster Township Representative on the Lancaster County Community Development Block Grant Funds Steering Committee, annual term expiring 12/31/2021

Appointment of Iber Guerrero Lopez as the Lancaster Township Citizen Representative on the Lancaster Recreation Commission, three year term expiring 12/31/2023

Reappointment of Terrie Finger to the Lancaster Township Building Code Board of Appeals, five year term expiring 12/31/2025

Reappointment of Gordon Reed to the Lancaster Township Planning Commission, four year term expiring 12/31/2024

Reappointment of Peggy Hall to the Lancaster Township Zoning Hearing Board, three year term expiring 12/31/2023

Reappointment of Kevin Hertzog as the Lancaster Township Building Code Inspector, by agreement with West Lampeter Township, annual term expiring 12/31/2021

Reappointment of Devin Groff as the Lancaster Township Representative on the Suburban Lancaster Area Sewer Authority Board, five year term expiring 12/31/2025

Reappointment of Solanco Engineering Associates as Sewage Enforcement Officer for Lancaster Township, annual term expiring 12/31/2021

Reappointment of ARRO Consulting, Inc. as Alternate Sewage Enforcement for Lancaster Township, annual term expiring 12/31/2021

Reappointment of Kathy Wasong as Lancaster Township Representative on the Lancaster County Community Development Block Grant Funds Steering Committee, annual term expiring 12/31/2021

Reappointment of William M. Laudien as Voting Representative for the LIMC

Reappointment of RETTEW as township engineer, on an as-needed basis only, by agreement for 2021

The appointment to the Lancaster Township Vacancy Board Chair, annual term expiring 12/31/2021, will take place at a future meeting.

VI. CERTIFICATIONS

Mr. Elliott moved to certify that streets and highways in Lancaster Township be considered as one road district. Mr. Guerrero Lopez seconded and the motion carried unanimously.

Mr. Elliott moved to certify that the 2021 municipal calendar was advertised, as required by law, and will be followed for township meetings in 2021. Mr. Guerrero Lopez seconded and the motion carried unanimously.

VII. APPROVALS

The Board of Supervisors acted on the following:

- A. **Resolution 2021-01:** Mr. Elliott moved, Mr. Guerrero Lopez seconded, and the board unanimously approved Resolution 2021-01 authorizing the dispensing of payroll, the payment of bills incurring penalties between supervisors' meetings, and establishing the township manager's compensation for 2021.
- B. **2021 Employee Schedule of Benefits:** Mr. Elliott moved, Mr. Guerrero Lopez seconded, and the board unanimously approved approve the employee benefits and holiday schedule titled Lancaster Township 2021 Employee Schedule of Benefits.

VIII. ADJOURNMENT OF REORGANIZATION MEETING AND OPENING OF REGULAR MEETING

Mr. Bamford adjourned the reorganization meeting, and opened the regular meeting of the Board of Supervisors.

IX. PUBLIC COMMENT ON AGENDA ITEMS

No public comments on agenda items.

X. SECRETARY'S REPORT

The minutes of the December 14, 2020 board meeting were approved by general consent.

XI. TREASURER'S REPORT

Not available for January 2021 meeting.

XII. PAYMENT OF BILLS

Not available for January 2021 meeting.

XIII. REPORTS

- A. Lafayette Fire Company (east side):
December 2020: 9 calls in Lancaster Township east
- B. Lancaster Township Fire Department (west side):
December 2020: 23 calls in Lancaster Township west; 21 calls for Mutual Aid;
Year-to-date total for 2020: 419
- C. Police Report: December 2020 report was not available; however Sgt. Donnelly gave presented some rough estimates. He also indicated that there is still an uptick

in vehicle thefts in the township. He reminded everyone to lock vehicle doors, do not leave keys in the vehicle, and do not leave your vehicle running unattended with the keys in it. Lt. Melhorn indicated that the traffic numbers for the township will be down for the month of December. There have been some promotions within the Manheim Township Police Department. Michael Piacentino, former liaison for Lancaster Township, has been promoted to Lieutenant. Sgt. Donnelly is moving from a platoon sergeant to an administrative sergeant, and will still be the Lancaster Township liaison. Chief Rudzinski indicated that none of the changes within the police department will affect the coverage of Lancaster Township.

D. Recycling Report: December 2020 report not available

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 will present updates to the board:

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

XIV. ANNOUNCEMENTS

A. Tuesday, January 5, 2021: Board of Auditors Meeting; 5:30PM; via Zoom. Zoom information is on the township website.

B. Parking restrictions on signed streets remain in force through January 15, 2021 to allow for a final sweeping of the streets, weather permitting.

C. Free curbside collection of real Christmas trees takes place week of January 11-14, 2021, on your regular collection day. Real trees only; all decorations removed; no tree bags. Artificial trees require \$4.00 service tag. If you miss the collection trees will require a \$4.00 service tag.

D. Drop off of real Christmas trees at the woody waste facility is available now thru January 14, 2021, dawn to dusk, in the designated area only. Service is for township residents only. Real trees only; all decorations removed; no tree bags. Absolutely no artificial trees or yard waste. The area is under video surveillance; violators will be cited.

E. Township Office will be closed on Monday, January 18, 2021 (Martin Luther King Holiday). There is no change to the trash/recycle collection.

F. Historical Commission will meet on Monday, February 1, 2021, at 6:30PM, via Zoom. Zoom information will be made available on the township website.

G. Next Board of Supervisors Meeting: Monday, February 8, 2021, at 6:00PM. See the township website for location or Zoom information.

XV. OLD BUSINESS

No old business.

XVI. PLANNING AND ZONING BUSINESS

A. LTPC 188 – Southern Village Phase II (Lot 262) – Settlement Agreement
Mr. Elliott moved, Mr. Guerrero Lopez seconded, and the board unanimously approved a draft Settlement Agreement pertaining to a lawsuit between the Township and Joseph Nadu.

B. LTPC 188 – Southern Village Phase II (Lot 262) – Post Construction Modification Request

Mr. Elliott moved, Mr. Guerrero Lopez seconded, and the board unanimously approved a request from Joseph Nadu, Lancaster Homebuilders, for the modifications from the obligations of the approved plans and from the Subdivision and Land Development regulations under which the plans were approved as follows:

1. Landscaping
2. Lighting
3. Subdivision and Land Development and Stormwater Management Ordinance (2002) 508: As-Built Plan.

This request was submitted in a letter dated November 12, 2020. At their meeting on December 15, 2020, the Lancaster Township Planning Commission recommended approval of these modifications in accordance with township engineer Benton Webber's review letter dated December 1, 2020.

XVII. NEW BUSINESS

A. Resolution 2021-02 - Lancaster Township Schedule of Fees

Mr. Guerrero Lopez moved, Mr. Elliott seconded, and the board unanimously approved Resolution 2021-02, amending the Lancaster Township Schedule of Fees, to update fees charged for engineering services provided by RETTEW, on an as-needed basis.

XVIII. GUEST RECOGNITION AND PARTICIPATION

Mary Gentzler, Spencer Avenue: Has concerns on the increasing number of changes in the community park, and the use of it for building the new fire hall. Safety issues, more green space being taken away, trees along Atkins Avenue being cut down. Also mentioned that the township paid for the Abbeyville Church property to be used for the new fire hall, and now it will not be. Mr. Laudien indicated that Mrs. Gentzler was part of the discussion when the property was subdivided for the use of the fire department along 999 when we went through this process ten years ago so it is not necessary to revisit those issues. The site design, the location of the fire house, the separation and safety issues, traffic issues, the children, the park, all the open space—all that was addressed in great detail at that time. There is a 2.2 acre subdivided property provided by the school district for the purposes of constructing a fire station. That was the plan ten years ago, and that is the plan ever since. Last February we had an opportunity to acquire the six acre property that was the church on Abbeyville Road. One of the things we looked into putting there was a fire station for exactly the reasons that are mentioned that anytime there is an opportunity to maintain open space, to retain a park, to acquire a six acre property & building in the township, we want to take advantage of that. We went through the process of evaluating it for a fire station and determined that it wasn't practical or cost effective. We continue to find and

seek opportunities to use that place for the public good, to retain the church property and utilize it for public use as much as possible. If we are unable to do that, we will ultimately return it, as provided by the law, to the public sector. But, the location of the fire house was, is, and will be the location between the entrance of the Manor Shopping Center and Planet Fitness. It serves the township in response time and it serves our tireless volunteers in terms of a single location. It's cost effective and improves the safety of the residents. As far as the trees go, we went through a process with an arborist to determine which trees needed to be removed, and we have a tree replacement plan in place that we worked out with the city of Lancaster and the school district. This board of supervisors is committed to parks, open space, walking ability and activities. When everything is done, we will have a much better project.

Mrs. Gentzler asked how much money the fire department has raised for this project. Mr. Laudien indicated she should reach out to the fire department directly for those answers. Mr. Bamford also suggested that she speak to the fire department about their finances, and they can probably tell you how much they raised and what their financing plan is. He will also look into safety issues with the fire department to make sure there are no issues over there.

Ronald Comfort, Jr., LTFD, joined the meeting late and gave a brief report on incidents in the township. He also indicated that he would be attending some meetings for a while, but that he is stepping down as chief. Steve Roy will be taking over as the new chief. Mr. Bamford thanked Ron for all his years of service.

XIX. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:48PM.

Respectfully submitted,



William M. Laudien, Secretary