

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

February 8, 2021
MEETING MINUTES

I. CALL TO ORDER AND ROLL CALL

The duly advertised Lancaster Township Board of Supervisors meeting was held on Monday, February 8, 2021 via Zoom. The meeting was called to order at 6:00PM by Chair Benjamin H. Bamford. Vice Chair Iber Guerrero Lopez and Township Manager William M. Laudien were present. Treasurer Steven P. Elliott was not present. Others in attendance included township staff and interested parties.

II. PRESENTATION TO THE BOARD & PUBLIC COMMENT ON AGENDA ITEMS

- Heather Dighe, Executive Director of the Lancaster Recreation Commission, presented to the board updates on how the commission has been doing over the past year with regard to COVID-19, programs, and budget. They will be reaching out to the community soon to see what programs they may be interested in.
- Dave Keens, Fire Chief of Lafayette Fire Company, presented the 2020 end-of-year report to the board. They have submitted a grant for new fire hose, and purchased a new fire engine which should be arriving in April. It will be replacing their 43 year old Mac engine. They are looking for volunteers, and they have a committee of eight people who have taken the lead on this.
- There were no Public Comments on Agenda Items.

III. SECRETARY'S REPORT

The minutes of the January 4, 2021 board meeting were approved by general consent.

IV. TREASURER'S REPORT

Mr. Guerrero Lopez presented the treasurer's report thru December 31, 2020:

General Fund.....	\$5,157,541.02
Highway Aid Fund.....	647,662.70
Capital Reserve Fund.....	<u>1,210,135.77</u>
TOTAL.....	\$7,015,339.49

Mr. Guerrero Lopez presented the treasurer's report January 1 thru February 8, 2021:

General Fund.....	\$5,070,412.47
Highway Aid Fund.....	635,631.42
Capital Reserve Fund.....	<u>1,205,198.30</u>
TOTAL.....	\$6,911,242.19

Mr. Bamford stated the treasurer's reports 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 12/14/2020 thru 12/31/2020:

General Fund.....	\$412,156.37
Escrow Fund.....	0.00
State Highway Fund.....	3,725.70
Capital Reserve Fund.....	<u>0.00</u>
TOTAL.....	\$415,882.07

On a motion by Mr. Guerrero Lopez, seconded by Mr. Bamford, the board unanimously approved the payment of bills 1/1/2021 thru 2/8/2021:

General Fund.....	\$788,682.95
Escrow Fund	1,995.80
State Highway Fund.....	12,558.24
Capital Reserve Fund.....	<u>0.00</u>
TOTAL.....	\$803,236.99

VI. REPORTS

- A. Lafayette Fire Company (east side):
January 2021: 5 calls in Lancaster Township
 - B. Lancaster Township Fire Department (west side):
January 2021: 25 calls in Lancaster Township; 9 calls for Mutual Aid; Year-to-date Total: 34
Chief Steve Roy indicated they have four new members, they are averaging 20-27 people in training sessions, and we are working on the building project.
 - C. Police Report:
December 2020: 65 Criminal Reports; 291 Calls for Service; 32 Arrests; 29 Crash Investigations; 91 Traffic Citations; 41 Traffic Warnings; 2 Overdose Incidents; 1 Overdose Fatality
January 2021: 73 Criminal Reports; 299 Calls for Service; 28 Arrests; 37 Crash Investigations; 114 Traffic Citations; 146 Traffic Warnings; No Overdose Incidents
 - D. Recycling Report: December 2020: 19.28%
 - 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. Township Office Closed: Monday, February 15, 2021 (Presidents Day).
- B. Next Board of Supervisors Meeting: Monday, March 8, 2021, at 6:00PM. See the township website for location or Zoom information.

VIII. OLD BUSINESS

- A. **Lancaster Township Job Descriptions and Organizational Chart**
Mr. Guerrero Lopez moved, Mr. Bamford seconded, and the board unanimously approved the new and updated job descriptions, as well as the new organizational chart.

B. Lancaster Township Departmental Promotions

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

1. Michael Hamlin as the Director of Public Works
2. Devin Groff as the Public Works Superintendent
3. Zachary Shober as the Public Works Supervisor

IX. PLANNING AND ZONING BUSINESS

A. LTPC 302 – Clark Residence River Drive – Stormwater Management Site Plan

Mr. Guerrero Lopez moved, Mr. Bamford seconded, and the board unanimously approved a Stormwater Management Site Plan, and requested waiver modifications, for the Clark Residence on River Drive.

1. Stormwater Management (SWM) Ordinance Section 229-45.7 – Use of NOAA data
2. SWM Ordinance Section 229-46.4(a)[4] – Minimum pipe size outside of the public right-of-way
3. SWM Ordinance Section 229-48.1.B(3) – Loading Ratios

At their January 19, 2021 meeting, the Lancaster Township Planning Commission recommended approval of this plan and three requested waiver modifications, conditioned upon satisfaction of township engineer Ben Webber's January 5, 2021 review letter.

B. LTPC 303 – Lancaster Township Fire Department – Final Land Development Plan

Mr. Guerrero Lopez moved, Mr. Bamford seconded, and the board unanimously approved a Final Land Development Plan, and requested waiver modifications, for the Lancaster Township Fire Department on Millersville Pike.

1. Subdivision and Land Development Ordinance (SALDO) Section 305.01 – Preliminary Plan Application
2. SALDO Section 603.02.C – Sidewalks
3. SALDO Section 603.03.B – Curbing
4. Stormwater Management Ordinance 229-46.4.a.4 – Minimum pipe diameter
5. Stormwater Management Ordinance 229-48.1.B.(3) – Loading Ratios

At their January 19, 2021 meeting, the Lancaster Township Planning Commission recommended approval of this plan and five requested waiver modifications, conditioned upon satisfaction of township engineer Ben Webber's January 13, 2021 review letter.

C. LTPC 272 – Southern Village Phase IV Final Subdivision and Land Development Plan

Mr. Guerrero Lopez moved, Mr. Bamford seconded, and the board unanimously acknowledged receipt of a time extension until July 16, 2021, from William

Swiernik, David Miller/Associates, Inc., on behalf of Hogan Herr Wolf II, for the approval of the Land Development Plan for Southern Village Phase IV. This extension was submitted in a letter dated January 26, 2021.

D. LTPC 289 - Maple Grove Pumping Station and Interceptor Expansion Project – Financial Security Waiver Request

Mr. Guerrero Lopez moved, Mr. Bamford seconded, and the board unanimously approved a request from Stephen Campbell, City of Lancaster, for a waiver of the financial security for the Maple Grove Pumping Station and Interceptor Expansion Project. This request was submitted in a letter dated January 25, 2021.

E. LTPC 290 – 150 N. School Lane – Stormwater Management Site Plan – Financial Security Release

Mr. Guerrero Lopez moved, Mr. Bamford seconded, and the board unanimously approved a request from Steven Gergely, Harbor Engineering, Inc., for the complete release of the financial security for the 150 N School Lane Stormwater Management Site Plan. The request was submitted via a letter dated January 20, 2021. In his letter dated January 28, 2021, township engineer Ben Webber recommended the township release this financial security.

X. NEW BUSINESS

A. Ordinance 2021-01—Street Regulatory Signage, Conestoga Reserve Development

Mr. Guerrero Lopez moved, Mr. Bamford seconded, and the board unanimously adopted Ordinance No. 2021-01 for street regulatory signage. Ordinance 2021-01 will amend Chapter 263 of the township code to establish speed limits within the Conestoga Reserve Development, to designate certain intersections within Conestoga Reserve as stop intersections, to authorize the installation and enforcement of street regulatory signage within Conestoga Reserve, and to designate additional snow emergency routes within Conestoga Reserve.

B. Resolution No. 2021-03 – Confirmation of 2020 Uncollected Real Estate Taxes

Mr. Guerrero Lopez moved, Mr. Bamford seconded, and the board unanimously adopted Resolution 2021-03 for the confirmation of the Lancaster County Tax Claim Bureau's certification of uncollected real estate taxes for calendar year 2020.

C. Resolution No. 2021-04 – Confirmation of September 2019 to December Interims Uncollected Real Estate Taxes

Mr. Guerrero Lopez moved, Mr. Bamford seconded, and the board unanimously adopted Resolution 2021-04 for the confirmation of the Lancaster County Tax Claim Bureau's certification of uncollected real estate taxes for outstanding September 2019 to December Interims.

D. Lafayette Fire Company Fire Protection Agreement

Mr. Guerrero Lopez moved, Mr. Bamford seconded, and the board unanimously approved a new three-year fire protection agreement between Lancaster Township and the Lafayette Fire Company, whereas the township shall pay to Lafayette Fire Company a rate of compensation in the amount of \$70,000.00 per year for the years 2021, 2022, and 2023.

E. Appointment of the Lancaster Township Vacancy Board Chair

Mr. Guerrero Lopez moved, Mr. Bamford seconded, and the board unanimously appointed Ms. Terrie Finger as the Lancaster Township Vacancy Board Chair. This is an annual appointment with the term expiring on 12/31/2021.

F. Resolution 2021-05 – Amending the Schedule of Fees

Mr. Guerrero Lopez moved, Mr. Bamford seconded, and the board unanimously adopted Resolution 2021-05 amending the schedule of fees under Section 1. gg. False Alarms (Police Response), raising the false alarm fee from \$10.00 to \$20.00.

XI. GUEST RECOGNITION AND PARTICIPATION

No guest recognition or participation.

XII. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:00PM.

Respectfully submitted,



William M. Laudien, Secretary