

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

**April 12, 2021 – 6:00PM - via ZOOM**

**MEETING MINUTES**

**I. CALL TO ORDER AND ROLL CALL**

The duly advertised Lancaster Township Board of Supervisors meeting was held on Monday, April 12, 2021, via Zoom. The meeting was called to order at 6:00PM by Chair Benjamin H. Bamford. Vice Chair Iber Guerrero Lopez, Treasurer Steven P. Elliott, and Township Manager William M. Laudien were present. Others in attendance included township staff, and other interested parties.

**II. PRESENTATION**

Krista Gardner of SEK CPAs & Advisors presented to the board the annual audit report for fiscal year 2020. Ms. Gardner reported no significant changes from the 2019 audit to 2020.

Mr. Elliott moved, Mr. Guerrero Lopez seconded, and the board unanimously accepted the 2020 final audit.

**III. PUBLIC COMMENT ON AGENDA ITEMS**

No public comment on agenda items.

**IV. SECRETARY'S REPORT**

The minutes of the March 8, 2021 board meeting were approved by general consent.

**V. TREASURER'S REPORT**

Mr. Elliott presented the treasurer's report as of April 12, 2021:

General Fund.....	\$4,925,572.97
Highway Aid Fund.....	1,019,303.67
Capital Reserve Fund.....	<u>1,181,226.27</u>
TOTAL.....	\$7,126,102.91

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

**VI. PAYMENT OF BILLS**

On a motion by Mr. Elliott, seconded by Mr. Guerrero Lopez, the board unanimously approved the payment of bills (March 8, 2021 thru April 12, 2021):

General Fund.....	\$669,130.82
Escrow Fund .....	2,027.43
State Highway Fund.....	26,136.85
Capital Reserve Fund.....	<u>0.00</u>
TOTAL.....	\$697,295.10

**VII. REPORTS**

**A.** Lafayette Fire Company (east side):

March 2021: 2 calls in Lancaster Township

**B.** Lancaster Township Fire Department (west side):

March 2021: 25 calls in Lancaster Township; 15 calls for Mutual Aid; Year-to-date Total: 103

Chief Roy reported that the 2020 capital fund drive stretched into 2021, they are moving closer to starting the new building project, the call volume remains about the same, and membership is increasing. Chief Roy was not able to remain in attendance for the entire meeting, so he responded to the resident concern about the open burning at the Millersville Bible Church. *See his response under Guest Recognition and Participation.*

**C. Police Report:**

March 2021: 73 Criminal Reports; 299 Calls for Service; 55 Arrests; 25 Crash Investigations; 106 Traffic Citations; 141 Traffic Warnings; 3 Overdose Incidents

Sergeant Donnelly reported that on April 1 about noon they received calls about suspicious activity on South School Drive. Residents had observed two individuals looking into a car. We got to the area and got into some foot pursuit with both of these guys. We caught both of them, both are juveniles. They had entered unlocked cars and we were able to charge them with seven incidents. They had also broken into some cars in Lancaster City so we were able to work with them to get those cases cleared as well. Again, unlocked cars is a concern.

**D. Recycling Report: March 2021: 16.7%**

**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
  - a) 2021 Paving Bid Results
- Township Manager
  - a) Little Conestoga Creek Blue/Green Project

**VIII. ANNOUNCEMENTS**

**A. Monday, April 12, 2021:**

- Curbside Yard Waste Collection began. Collected every other week on regular collection day.
- Woody Waste Facility opened. Open Monday-Thursday, 3:00PM to 7:00PM. Closed Fridays/Sundays and holidays. April 17 is the first Saturday opening, 8:00AM to 1:00PM, every Saturday except holiday weekends. Detailed information is available on the township website.

Public Works Superintendent Devin Groff stated that due to the construction of the sewer line going back to the woody waste section, we have a temporary woody waste drop-off and bag pick-up area set up in the Maple Gove parking lot. It's kind of congested and we apologize. We are hoping we can have the woody waste normal area open back up in the next couple weeks, but it will depend on the new sewer line going in.

**B. April 30, 2021: Refuse bills are due. Online payment is available on the township website.**

**C. Monday, May 10, 2021, 6:00PM—Board of Supervisors Meeting. Location of meeting will be available on the township website.**

**IV. OLD BUSINESS**

No old business.

**X. PLANNING AND ZONING BUSINESS**

**A. LTPC #264 – Lancaster City Operations Center – Final Land Development Plan – Financial Security Reduction**

Mr. Guerrero Lopez moved, Mr. Elliott seconded, and the board unanimously approved the request from Matt Metzler, City of Lancaster, for a complete release of the financial security for the Lancaster City Operations Center Final Land Development Plan. The request was submitted via a letter dated March 29, 2021. In his letter dated April 5, 2021, township engineer Ben Webber recommended the township completely release this financial security.

**B. LTPC #224 – Conestoga Reserve – Final Subdivision and Land Development Plan – Financial Security Reduction**

Mr. Elliott moved, Mr. Guerrero Lopez seconded, and the board unanimously approved the request from Mark Will, JPM Keller LLC, for a complete release of the financial security for the Conestoga Reserve Final Subdivision and Land Development Plan. The request was submitted via a letter dated April 6, 2021. In his letter dated April 7, 2021, township engineer Ben Webber recommended the township completely release this financial security.

**XI. NEW BUSINESS**

**A. Resolution 2021-07 – Amending the Right-of-Way Fee Schedule**

Mr. Guerrero Lopez moved, Mr. Elliott seconded, and the board unanimously approved Resolution 2021-07 amending the right-of-way fee schedule by removing the following sections:

- Right-of-Way (ROW) Use Permit to construct, operate and/or maintain facilities in the township's ROW
- Annual Maintenance Fee on Poles
- Annual Ongoing ROW Underground Maintenance Fee
- Annual Ongoing Aerial Maintenance Fee

**B. Paving Project Contract Award for 2021**

Mr. Elliott moved, Mr. Guerrero Lopez seconded, and the board unanimously awarded the 2021 Lancaster Township paving project as follows:

Paving Base Bid and Option 1 to New Enterprise Stone and Lime in the amount of \$505,719.48.

**C. Designation of Maple Avenue from Abbeyville Road to Perry Avenue as Two-Way**

Mr. Guerrero Lopez moved, Mr. Elliott seconded, and the board unanimously designated Maple Avenue from Abbeyville Road to Perry Avenue as two-way, as described in proposed Ordinance 2021-02, and 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.

**D. Proposed Ordinance 2021-02 – For street regulatory signage**

Mr. Elliott moved, Mr. Guerrero Lopez seconded, and the board unanimously authorized the township manager to advertise proposed Ordinance 2021-02, for street regulatory signage, amending Chapter 263 of the township code.

**E. Guaranty Agreement for a Government Note**

Mr. Guerrero Lopez moved, Mr. Elliott seconded, and the board unanimously executed a Guaranty Agreement for a Government Note secured by the Lancaster Township Fire Department through the United States of America acting through the Rural Housing Service, United States Department of Agricultural, for the building of the new fire station.

**F. Letter of Support - Little Conestoga Creek Blue/Green Project**

Mr. Bamford moved, Mr. Guerrero Lopez seconded, and the board unanimously authorized the township manager William Laudien to sign a letter to the DCNR in support of the Little Conestoga Creek Blue/Green Project

**XII. GUEST RECOGNITION AND PARTICIPATION**

Andrew Schell, New Danville Pike:

Lancaster Twp. has communicated to its residents that open burning is prohibited under Twp. Ordinance Chapter "121 Burning, Open." On Sunday, April 11<sup>th</sup> there was a large brush burning taking place behind the Millersville Bible Church on New Danville Pike. I investigated since my residence is directly across the street. I found the brush fire being attended by Lancaster Fire Department personnel. The fire personnel were placing cut branches and other wood on the fire. I challenged the reason for the fire and was told by fire personnel that it was better to have them there than to just have the church people burn it themselves. There was LTFD Engine 66 in attendance with what looked like fire hoses ready if necessary. The Duty Chief vehicle was also there.

My concern is the use of the Fire Company's time and equipment to support an illegal activity. Reading the ordinance, it states that burning is permissible on at least ten acres of land used solely for agricultural purposes. Since the land is owned by the Millersville Bible Church, this would not meet that qualification. The burning did not appear to be a training exercise. Even so, I still believe it violated the ordinance.

I'm not sure how the use of LTFD personnel and equipment was authorized, but it a waste of valuable resources and contributed to the poor air quality in Lancaster County. There is no reason that the Church could not have ground up the woody debris for mulch and helped keep our air clean.

*Response to this concern was given earlier from LTFD Chief Steve Roy. Chief Roy indicated that Chief Usdin contacted him saying the church asked for some help with burning some tree debris. We had been under the impression that being able to do that was conforming to the regulations in the township based on the size and the use of the land, but we are definitely looking into it. There were some points made about the use of the fire company's time and equipment. We always use these as training opportunities. One of the people who was driving the apparatus for that since it was not an emergency, was someone who was learning to drive the apparatus. It also gives pump operators training time. I have concerns to make sure that we are complying so we are going to be looking into this.*

**XIII. ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:50PM.

**XIV. EXECUTIVE SESSION** held after the meeting to discuss real estate.

Respectfully submitted,



William M. Laudien, Secretary