

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

January 3, 2022

MEETING MINUTES

Reorganization meeting & regular meeting

Supervisor-Elect Benjamin H. Bamford was sworn in by Magisterial District Judge Andrew T. LeFever prior to the meeting.

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 3, 2022, in the township building at 1240 Maple Avenue, Lancaster, PA. The meeting was called to order at 6:00PM. Supervisors Benjamin H. Bamford, Iber Guerrero Lopez and Steven P. Elliott, and Township Manager William M. Laudien were present. Others in attendance included township staff and interested parties. All parties assembled for the Pledge of Allegiance.

II. ELECTION OF OFFICERS

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

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

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

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

Mr. Elliott moved to appoint Thomas P. Daniels as assistant secretary to the board of supervisors. Mr. Bamford 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 2022. Mr. Guerrero Lopez seconded, and the motion carried unanimously.

IV. TREASURER'S BOND RECOMMENDATION

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

V. APPOINTMENTS AND REAPPOINTMENTS

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

- Appointment of Matthew J. Creme Jr. 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 2022 real estate taxes
- Appointment of SEK CPAs & Advisors to perform the 2021 audit
- Appointment of Code Administrators, Inc. as the Lancaster Township Building Code Inspector, annual term expiring 12/31/2022
- Reappointment of Terrie Finger as the Lancaster Township Vacancy Board Chair, annual term expiring 12/31/2022
- Reappointment of Glenn Ebersole to the Lancaster Township Planning Commission, four-year term expiring 12/31/2025
- Reappointment of John Metzger and Joseph LoCurto to the Lancaster Township Zoning Hearing Board, three-year term expiring 12/31/2024
- Reappointments of Kathy Wasong and Iber Guerrero Lopez as Lancaster Township Representatives on the Lancaster County Community Development Block Grant Funds Steering Committee, annual term expiring 12/31/2022
- Reappointment of Mark Deimler of Solanco Engineering Associates as Sewage Enforcement Officer for Lancaster Township, annual term expiring 12/31/2022
- Reappointment of Doug Kopp of ARRO Consulting, Inc. as Alternate Sewage Enforcement for Lancaster Township, annual term expiring 12/31/2022
- Reappointment of RETTEW as township engineer, on an as-needed basis only, by agreement for the year 2022, annual term expiring 12/31/2022
- Reappointment of William M. Laudien as Voting Representative for the LIMC

VI. CERTIFICATIONS

Mr. Bamford moved to approve the following certifications, Mr. Elliott seconded, and the motion carried unanimously:

- Certify that streets and highways in Lancaster Township be considered as one road district.
- Certify that the 2022 municipal meeting calendar was advertised, as required by law, and will be followed for township meetings in 2022.

VII. APPROVALS

A. Resolution 2022-01 – Dispensing of Payroll and Payment of Bills

Mr. Bamford moved, Mr. Elliott seconded, and the board unanimously approved Resolution 2022-01 for the dispensing of payroll and the payment of bills incurring penalties between supervisors meetings and establishing the township manager's compensation for 2022.

B. 2022 Employee Schedule of Benefits

Mr. Elliott moved, Mr. Bamford seconded, and the board unanimously approved the 2022 Employee Schedule of Benefits.

VIII. ADJOURNMENT OF REORGANIZATION MEETING AND OPENING OF REGULAR MEETING

Mr. Guerrero Lopez adjourned the reorganization meeting and opened the regular meeting of the Board of Supervisors at 6:07PM.

IX. PUBLIC COMMENT ON AGENDA ITEMS

No public comment on agenda items.

X. SECRETARY'S REPORT

The minutes of the December 13, 2021, board meeting were approved by general consent.

XI. TREASURER'S REPORT

Mr. Bamford presented the treasurer’s report as of January 3, 2022:

General Fund.....	\$7,344,994.19
Highway Aid Fund.....	441,215.47
Capital Reserve Fund.....	1,998,477.48
TOTAL	<u>\$9,784,687.14</u>

Mr. Guerrero Lopez stated the treasurer’s report would be filed for audit.

XII. PAYMENT OF BILLS

On a motion by Mr. Bamford, seconded by Mr. Elliott, the board unanimously approved the payment of bills (December 13, 2021–January 3, 2022):

General Fund.....	\$925,081.42
Escrow Fund	4,806.04
State Highway Fund.....	468,365.21
Capital Reserve Fund.....	-0-
TOTAL	<u>\$1,398,252.67</u>

XIII. REPORTS

- A. Lafayette Fire Company (east side): December 2021: 9 calls
 - B. Lancaster Township Fire Department (west side): December 2021: 29 calls in the township, 13 calls for mutual aid. Year to date 2021: 541
 - C. Police Report: December 2021 report was not available
 - D. Recycling Report: November 2021: 15.10%
 - 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 (*not in attendance*)
- Public Works
- Township Manager

XIV. ANNOUNCEMENTS

- A. Tuesday, January 4, 2022: Board of Auditors Meeting; 5:30PM, 1240 Maple Avenue.
- B. Friday, January 14, 2022: Free curbside collection of real Christmas trees takes place township wide on one day only. All decorations removed, and no tree bags. If you miss this collection day, the tree will require a \$4.00 service tag. Artificial trees require \$4.00 service tag.
- C. Now through January 14, 2022: Drop off of real Christmas trees is available at the woody waste facility dawn to dusk, in the designated area only. Service is for township residents only. All decorations removed and no tree bags. No artificial trees or yard waste. The area is under video surveillance; violators will be cited.

- D. Monday, January 17, 2022: Township Office will be closed for Martin Luther King Jr. Day. There is no change to the trash/recycle collection. Collection will run as normal for the week.
- E. Now through January 22, 2022, parking restrictions on signed streets remain in force to allow for a final sweeping of the streets, weather permitting.
- F. Monday, February 7, 2022: Historical Commission Meeting; 6:30PM, 1240 Maple Avenue.
- G. Next Board of Supervisors Meeting is Monday, February 14, 2021; 6:00PM, 1240 Maple Avenue.

XV. OLD BUSINESS

No old business.

XVI. PLANNING AND ZONING BUSINESS

A. LTPC 312 - New Danville Pike Lot 3 - Stormwater Management Site Plan

Mr. Bamford moved, Mr. Elliott seconded, and the board unanimously approved a Stormwater Management Site Plan, including the requested modification waiver, for New Danville Pike Lot 3, LTPC 312, subject to township engineer Ben Webber's December 1, 2021, review letter, and as recommended by the Lancaster Township Planning Commission at their meeting on December 21, 2021.

B. LTPC 304 Bausman Place Apartments - Resolution 2022-04 for Plan Revision for New Land Development

Mr. Elliott moved, Mr. Bamford seconded, and the board unanimously approved Resolution 2022-04 for plan revision for new land development, Bausman Place Apartments, LTPC 304, to be sent to Pennsylvania Department of Environmental Protection.

XVII. NEW BUSINESS

A. Resolution 2022-02 – PA Opioid Settlement Agreement

Mr. Bamford moved, Mr. Elliott seconded, and the board unanimously approved Resolution 2022-02 authorizing Lancaster Township to enter into the settlement agreements with Mckesson Corporation, Johnson & Johnson, Janssen Pharmaceuticals, Inc., Ortho-Mcneil-Janssen Pharmaceuticals, Inc., and Janssen Pharmaceutica, Inc., and agree to the terms of the Pennsylvania Opioid Misuse and Addiction Abatement Trust.

B. Resolution 2022-03 – Amending Lancaster Township Schedule of Fees

Mr. Elliott moved, Mr. Bamford seconded, and the board unanimously approved Resolution 2022-03, amending the Lancaster Township Schedule of Fees to update the fees charged for engineering services provided by RETTEW on an as-needed basis.

XVIII. GUEST RECOGNITION AND PARTICIPATION

No guest recognition and participation.

XIX. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:32PM.

Respectfully submitted,



William M. Laudien, Secretary