

**WEST LAMPETER TOWNSHIP
BOARD OF SUPERVISORS
REORGANIZATION MEETING OF JANUARY 3, 2023**

Supervisor Barry Hershey called the Reorganization Meeting of the West Lampeter Township Board of Supervisors to order at 7:00 p.m. with the Pledge to the Flag. Those in attendance were Vice Chairman Randy Moyer, Supervisors Geoffrey Beers, J. Richard Breneman and Randall Andrews. Township Manager Dee Dee McGuire, Chief of Police Brian Wiczkowski, Public Works Supervisor Sean Alexander, Planning/Zoning Officers Michele Neckermann and Kim Yepremian, and Recording Secretary Nancy Mellinger were also present.

REORGANIZATION OF BOARD

1. APPOINTMENT OF TEMPORARY CHAIRMAN

Supervisor Andrews made a **MOTION**, seconded by Supervisor Beers, to nominate J. Richard Breneman as Temporary Chairman of the Board for the Reorganization meeting. The motion was approved, 4 in favor, 1 abstained (Breneman).

2. ELECTION OF CHAIRMAN

Supervisor Andrews made a **MOTION**, seconded by Moyer, to nominate and elect **BARRY HERSHEY** as Chairman of the Board for the year 2023. There were no other nominations and the motion was approved, 4 in favor, 1 abstained (Hershey).

3. ELECTION OF VICE-CHAIRMAN

Supervisor Beers made a **MOTION**, seconded by Supervisor Andrews, to nominate and elect **RANDY MOYER** as Vice Chairman of the Board. There were no other nominations and the motion was approved unanimously, 5 to 0.

4. APPOINTMENT OF SECRETARY/TREASURER

Supervisor Moyer made a **MOTION**, seconded by Supervisor Andrews, to appoint **GEOFFREY BEERS** as Secretary/Treasurer of the Board. There were no other nominations and the motion was approved unanimously, 5 to 0.

5. RESOLUTION 1-2023 Appointments to Various Boards

Supervisor Moyer made a **MOTION**, seconded by Supervisor Breneman, to adopt Resolution 1-2023 making the following appointments:

- **John P. Lines** reappointed to a one-year term as Vacancy Board Chairman.
- **Terry Kauffman** reappointed to a three-year term as a member and **John Howard** appointed to a three-year term as an Alternate Member of the Zoning Hearing Board.
- **Garrett Weaver** reappointed to four-year term as member of the Planning Commission.
- **Scott Riekers** appointed to four-year term as member of the Planning Commission.
- **Steve McClune** reappointed to a five-year term as member of the Park & Recreation Committee.
- **Kenneth Kulakowsky** and **Randy Moyer** reappointed to three-year term as member of the Recycling Committee.
- **Kenneth Barton** reappointed as Emergency Management Director.

- **ELA Group, Inc.** as Township Engineer and **ARRO Consulting, Inc.** as Alternate Township Engineer.
- **Alspach & Ryder, LLC** as Township Solicitor; **Morgan, Hallgren, Crosswell & Kane, PC** as Land Use Counsel; and **Barley Snyder, LLP** as Labor Counsel.
- **Denielle L. McGuire** reappointed as Township Manager, and Assistant Township Secretary/Treasurer.
- **Denielle L. McGuire** reappointed as Open Records Officer, and **Nancy Mellinger** appointed as Alternate Open Records Officer.
- **Kimberly U. Yepremian** appointed as Planning/Zoning Officer.
- **Michele M. Neckermann** appointed as Planning/Zoning Officer.
- **Shawn Strausbaugh** reappointed as Building Code Official and Construction Code Official.
- **Denielle L. McGuire** as Building Code Official, and Kimberly U. Yepremian and Alternate Building Code Official.
- **Derrick Musser** reappointed as Stormwater Coordinator.
- **Carol L. Moulds** reappointed as Stormwater Coordinator.
- **Marvin S. Stoner** reappointed as Sewage Enforcement Officer, and **Dale High** reappointed as Alternate Sewage Enforcement Officer.
- **BB & T – Truist, Citadel Federal Credit Union, Citizens Bank, Members First Credit Union, Northwest Savings Bank, Pennsylvania Local Government Investment Trust, Univest Bank & Trust Co** as Township Depositories.
- **Randal E. Moyer** reappointed to a five-year term as member of the Suburban Lancaster Area Sewer Authority.
- **Denielle L. McGuire** reappointed as the Lampeter-Strasburg Primary Representative on the Lancaster County Tax Collection Bureau (LCTCB) Management Committee.
- **J. Richard Breneman** reappointed as Municipal LUAB Representative, and **Barry Hershey** reappointed as Representative to the Lancaster Inter-Municipal Committee (LIMC).

The motion was approved by a vote of 5 in favor to 0 against for all appointments.

6. RESOLUTION 2-2023 – Appoint Auditors for 2022 Audit

Supervisor Beers made a **MOTION**, seconded by Supervisor Moyer, to adopt Resolution 2-2023 appointing Maher Duessel to audit the financial accounts of the township for the year 2022 in accordance with the terms of the December 16, 2022 engagement letter. The motion carried unanimously, 5 to 0.

PUBLIC COMMENT

None.

MINUTES

Supervisor Breneman made a **MOTION**, seconded by Supervisor Beers, to approve the Minutes of the Year-end Meeting of December 12, 2022. The motion was approved unanimously, 5 in favor to 0 against.

OATH OF OFFICE ADMINISTERED-Officer Bryce Mowbray

Oath of Office was administered to Officer Bryce Mowbray by Judge William Benner. Chief Wiczkowski remarked that Officer Mowbray graduated from Penn Manor School District and Bloomsburg University. He comes to the Township from Columbia Borough Police Department. Officer Mowbray underwent an extensive hiring process before being selected.

SUBDIVISION AND LAND DEVELOPMENT MATTERS

1. Final Plan-Kendig Square

Bill Swanick, PE, HRG, Inc., representing Kendig Square, presented the final plan for Kendig Square subdivision. The plan subdivides existing shopping center as lot one, Burger King as lot number two, PNC Bank as lot number three and Ocean State Job Lot as lot number four. Discussion regarding lot line of Ocean State Job Lot and the vacant parcel occurred. Access to the outparcel involving a third party was a concern. A pedestrian access easement for a future sidewalk into the Center has been granted.

Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers, to approve the final Kendig Square plan conditioned on meeting the requirements as outlined in the memo from the Township Engineer, dated December 22, 2022 subject to the conditions in such letter with the exception of number four. The motion was approved, 3 in favor, 2 opposed (Hershey, Andrews).

2. On-Lot Planning Module-879 Eshelman Mill Road

Supervisor Beers made a **MOTION**, seconded by Supervisor Moyer, to approve Resolution 3-2023 to modify Township Act 537 for on-lot sewage at 879 Eshelman Mill Road. The motion carried unanimously, 5 to 0.

3. Ag Security Update

The Township is unable to carve out the additional right of way for improvements due to the property being enrolled in a private Trust. In the future, Lancaster Farmland Trust will contact the Township to discuss any parcel desiring Ag Security status and the Township's desire regarding preservation. If at some point in the future, the Township wanted to increase the right of way it would be done through condemnation.

MONTHLY REPORTS

1. Treasurer's Report

It is typical at the first meeting of the year not to have a full Treasurer's Report until a later time. Included this month, are the invoices paid in the period ending December 2022.

Paying the Bills

Supervisor Beers made a **MOTION**, seconded by Supervisor Moyer, to accept the Treasurer's Report, and authorize the staff to satisfy the ordinary and routine obligations incurred by the township in order to take advantage of discount and allowances, and to avoid delinquent penalties and carrying charges. The motion was approved unanimously, 5 to 0

2. Public Works Report

Mr. Alexander reported the freezing rain events gave staff experience in running their routes.

3. Police Report

Chief Wiczkowski discussed difference in static vs roving details. Background investigation continues for a police officer candidate.

4. Community Development Department Report

Application from 1549 Millport Road will be heard at the January Zoning Hearing Board meeting on Jan 10, 2023. Work on Zoning Ordinance updates continues.

5. Township Manager's Report

Ms. McGuire reported Strasburg Borough requested assistance from the Willow Street Fire Police for the annual Strasburg Fire Company Mud Sale on Friday, February 24, 2023, 7:00 a.m. Approval was given.

TOWNSHIP ADMINISTRATION MATTERS

1. Authorize Price Increase for Mowing Contract-Option Year 1

Dustin Martin, DWD Landscaping sent in a letter regarding a price increase for 2023. The contract provides for an increase limited to the Consumer Price Index (CPI) at the time of renewal if made in writing prior to the next contract period. Mr. Martin asked for an increase of 7.1%. The Board acknowledged the increase.

OTHER BUSINESS

None.

With no other business to be conducted, the meeting was adjourned at 8:04 p.m.

Respectfully Submitted,
Denielle L. McGuire, Assistant Township Secretary-Treasurer