

**WEST LAMPETER TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING OF FEBRUARY 14, 2022**

Supervisor Barry Hershey called the Regular 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 Supervisors Randy Moyer, Geoffrey Beers, J. Richard Breneman and Randall Andrews. Township Manager Dee Dee McGuire, Chief of Police Brian Wiczkowski, Public Works Supervisor James Kreider, Community Development Director and Assistant Township Manager Amanda Hickman, and Recording Secretary Nancy Mellinger were also present.

CEREMONIAL OATH OF OFFICE ADMINISTERED-Officer Martin “Anthony” Weaver

Oath of Office was administered to Officer Martin “Anthony” Weaver by Judge William Benner. Chief Wiczkowski remarked that Officer Weaver has 20 years’ experience with Lancaster City Police Department and received many awards, commendations and citations during his career. Officer Weaver has displayed honesty, accountability, pride and integrity--all characteristics which he looks for when hiring officers. Chief Wiczkowski said “he is a good cop; but more importantly, a better person”.

PUBLIC INPUT PERIOD

None.

MINUTES

Supervisor Breneman made a **MOTION**, seconded by Supervisor Moyer, to approve the Minutes of the Reorganization Meeting of January 3, 2022 as presented. The motion was approved unanimously, 5 to 0.

SUBDIVISION AND LAND DEVELOPMENT MATTERS

1. Letter of Credit

Release-English Rose Court

Supervisor Breneman made a **MOTION**, seconded by Supervisor Moyer to reduce the Letter of Credit to zero for English Rose Court as based upon the comments of ELA’s letter dated January 12, 2022. The amount released is \$12,245.00. The motion was approved unanimously, 5 to 0.

Reduction-Meadia Heights

Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers to approve the Letter of Credit Reduction for Meadia Heights as outlined in ELA’s letter dated January 12, 2022. The amount of reduction is \$34,674.00 leaving a balance of \$14,714.90 to complete remaining work. The motion was approved unanimously, 5 to 0.

2. Permit Fee Refund Requests

Trinity Solar requests inspection fees be refunded due to the fact three homeowners have changed their minds on the projects, resulting in withdrawal of three permits. The consensus of the Board was not to refund money to Trinity Solar.

The 10% penalty on permits not picked up within 90 days has been in the fee schedule for a number of years and has been assessed on other permits. Justin Nolt, CCS, said the permit in question is for an identical building to the one currently being built. The permitting process on the first building took six months (due to changes in the plans). He wanted to get a jump on the process for the second building. The sales threshold wasn’t reached for the second building as expected, so they decided to wait a little bit. Mr. Nolt requested grace for the extra 10%. Permits expire a year after approval. Supervisor Beers expressed concern about issuing exceptions. Supervisor Breneman acknowledged that he was torn and felt it was an honest mistake. Supervisor Beers made a **MOTION**, seconded by Supervisor Breneman to deny the 10% penalty waiver request from CCS. The motion was approved, 4 to 1, with Supervisor Breneman opposed.

3. Comprehensive Plan Update and Discussion

Ms. Hickman asked for the Board's direction on the next step of the Comprehensive Plan. The options are to proceed with the standard MPC review process or continue to review the draft and make modifications. Supervisor Beers felt that the review process was sufficient. Supervisor Breneman expressed that he thought the process would specifically lay out areas for growth and potential pitfalls. Ms. Hickman said the plan is intended to be nonspecific to allow the township's Zoning Ordinance to make changes. The plan does outline over sixty action items. The consensus of the Board was to proceed with the standard MPC review process.

MONTHLY REPORTS

1. Treasurer's Report

Revenues

Revenue for the period ending January 31, 2022 totaled \$200,986, decreasing \$141,523 from 2021. However, included in the 2021 income is the \$127,600 Cares Act funds received the first week of 2021. Excluding these funds, actual revenue decreased by only \$13,923 from 2021.

Expenditures

Total expenditures for the period ending January 31, 2022, excluding Capital Reserve Transfers, totaled \$448,609, a decrease of \$25,205 from 2021, which is mainly due to the timing of a few invoices being received in February.

Deficit

The deficit at the end of January 2022 totaled \$247,623, an increase of \$116,318 from 2021. When making the comparison, after adjusting for the Cares Act funds, the deficit decreased by \$11,282.

Supervisor Beers met with the auditors from Maher Duessel. They have finished the field work in the township office.

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

No comments.

3. Police Report

Chief Wiczkowski will attend the CJAB meeting on February 17, 2022. He is on the agenda with a request for Live Scan funding. Included in his monthly report are figures for the Drug Task Force.

4. Community Development Department Report

Ms. Hickman reported Kim Yepremian has completed the training for BCO designation and is waiting for test results. A temporary permit application has been received for a half marathon occurring on October 8, 2022, benefiting Lancaster Farmland Trust. It would involve two roads in the township. Safety concerns regarding the intended route and time frame were discussed. The Board recommended that concerns over safety be expressed to the applicant. Postcards informing residents of the new Refuse and Recycling rate are being prepared, details will be available on the website. ARRO Engineering will complete the design and engineering for the design work for Willow Street Park. Design work should take about sixty days. We will apply for grant funding from DCNR for construction. Construction should begin in the spring of 2023. Supervisor Moyer requested that staff clarify the process of developers meeting with two Board members to review preliminary sketch plans. This is sometimes done to assist developers in understanding staff and elected officials' questions.

5. Township Manager's Report

Ms. McGuire noted volunteer groups have offered to assist the owner of Garrett Fields. The owner will stay in contact with us. A recommendation for the AARP funds will be presented at the March meeting. Gypsy Hill/Long Rifle Road project is scheduled to go out for bid in April. An engineer informed Ms. McGuire that the 90-foot culvert needed for the project, if ordered today, would not arrive until October. The road project may not happen this year. Construction may begin in March of 2023. In the spring of 2020, the Board placed a temporary moratorium on solicitation permits. A request has been made to lift the moratorium. The Board agreed to lift the moratorium on solicitation permits. LEMSA provided the results of the 2022 Municipal Support Petitions. West Lampeter and a few other municipalities have given the requested amount.

TOWNSHIP ADMINISTRATION MATTERS

1. Resolution 4-2022 – Appointments to Various Committees

Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers to appoint Dale Hershey, Lamar Rohrer and Cody Andrews to the Agricultural Security Advisory Committee and Robert Shiner and George Groff to the Recycling Committee. The motion was approved, 4 in favor, 0 against, with 1 abstention (Andrews, who is related).

2. Groff Flood Plain Restoration Bid Award

Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers to award the Groff Flood Plain Restoration bid to Flyaway Excavating, Inc. at a price of \$558,800.00 as recommended by staff and ELA's letter dated December 23, 2021. The motion was approved unanimously, 5 to 0.

3. 2022 Mowing Contract Bid Award

Supervisor Moyer made a **MOTION**, seconded by Supervisor Beers to award the 2022 Mowing Contract to DWD Landscaping LLC based on staff memo from Jim Kreider dated February 3, 2022. The motion was approved unanimously, 5 to 0.

4. Willow Street Pike Transportation Grant Discussion

Outstanding items to be completed for this project were discussed, including remaining projected costs. An updated estimate for an amended scope of work was also presented per the Boards previous request and discussed. Given the number of uncertainties surrounding design completion deadlines, actual cost of construction, permit turnaround and limited budget it was determined that the best approach may be to reconsider the project as previously submitted. Project planning will continue with the expectation being a revised scope of work to address the entire Willow Street corridor. The decline of the current grant does not prevent future application of SGT funding programs.

Supervisor Beers made a **MOTION**, seconded by Supervisor Breneman to decline the grant for Willow Street Sidewalk Project. The motion was approved unanimously, 5 to 0.

OTHER MATTERS

None.

EXECUTIVE SESSION-Personnel and Real Estate Matters

Chairman Hershey announced the Supervisors would enter into Executive Session to discuss personnel and real estate matters. No vote will be taken when meeting reconvenes. Executive session began at 8:49 p.m.

The public meeting reconvened at 9:15 p.m.

ADJOURNMENT

With no other business to be conducted, the meeting was adjourned at 9:16 p.m.

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