

**West Donegal Township Supervisors
Board of Supervisors Meeting
February 8, 2016**

The regular meeting of the Supervisors was held at 7:00 p.m. at the Township Municipal Building. Chairman Roger Snyder called the meeting to order with the following Supervisors in attendance: Philip Dunn, John Yoder, J. Clair Hilsher, and Doug Hottenstein. Also in attendance were Zoning Officer Wayne Miller, Township Manager, Gene Oldham, and Township Roadmaster, Todd Garber.

- I. **Call Meeting to Order**
- II. **Pledge of Allegiance, Silent Prayer, Tape Announcement**
- III. **Roll Call of Supervisors** – All Supervisors are present.
- IV. **Approval of the January 4 Reorganizational Meeting Minutes and January 4 Regular Meeting Minutes** – Motion by Supervisor Dunn/Supervisor Yoder to approve. Motion carries.
- V. **Public Comments** – Dwain Goretzke of 109 Hillcrest Ln made a statement expressing his dissatisfaction with the roads during the large snow event that took place over the weekend of January 22, 2016. Dale Walker of 51 Bullrush Landing was unhappy with how the sidewalk enforcement was handled. He stated that when the warning notices were distributed, the Township Road Crew had widened the road only two hours before. Jeffrey Alexander of 13 Farmington Ln was also displeased with the sidewalk enforcement. He felt that the streets and intersections should be the main priority of the Township. Chairman Snyder thanked them for their comments and stated that the Board of Supervisors would be discussing sidewalk enforcement later in the meeting.
- VI. **Reports** – Motion by Supervisor Yoder/Supervisor Dunn to approve. Motion carries.
- VII. **Actions**
 - A. Approve/Reject approval for TRC request for No Cost Line Item Adjustment Amendment for Newville Road Bridge project. – Motion by Supervisor Yoder/Supervisor Dunn to approve. Motion carries.
 - B. Approve/Reject a Final Reduction in Escrow for Levi Stoltzfus. 1595 Maytown Road, WDT 13-10, in the amount of \$4,800.00 retaining no escrow as the project is complete. -- Motion by Supervisor Yoder/Supervisor Hilsher to approve. Motion carries.
 - C. Approve/Reject a Final Reduction in Escrow for Masonic Village Cottages at Conoy Creek, WDT 10-06, in the amount of \$29,585.98, retaining no escrow as the project is complete. -- Motion by Supervisor Yoder/Supervisor Dunn to approve. Motion carries.
 - D. Approve/Reject Reduction No. 1 for Donegal Woods, LLC for Phase 2, in the amount of \$83,596.18 retaining \$583,420.78. – Motion by Supervisor Dunn/Supervisor Yoder to approve. Motion carries.
 - E. Approve/Reject a 60-day time extension of the Masonic Village Land Development Plan for the Woodshop extending the time until April 14, 2016 for complete of design and review. – Masonic Village has been to the Planning Commission and is going through the necessary steps but needs an extension of time. Motion by Supervisor Yoder/Supervisor Dunn to approve. Motion carries.
 - F. Approve/Reject the issuance of a Stormwater Management/Land Disturbance permit for Ironstone Ranch – Star Barn WDT 15-08. – Ironstone Ranch would like permission for an early start to begin earth moving and to place erosion and sediment controls. Supervisor Yoder made a motion to approve the issuance of the permit on the condition that the Stormwater Management Agreement and Declaration of Easement, prepared by Bernadette M. Hohenadel is recorded and the Financial Security, in the amount of \$1,212,386.00 is submitted to West Donegal Township. Supervisor Dunn to approve. Motion carries.
 - G. Approve/Reject the advertisement of an Ordinance to Amend the Code of Ordinances of the Township of West Donegal, Chapter 240, Zoning, to revise floodplain regulations. – Supervisor Hottenstein has a problem with paragraph D on page 3, which states that the Floodplain Administrator is able to go on private property. He also questions “reasonable hours” and feels that should be more clearly defined. It was the general consensus of the Board of Supervisors to table this item until paragraph D on page 3 is revised.

- H. Approve/Reject the two-year agreement with the Lancaster County Society for the Prevention of Cruelty to Animals for stray dogs. The anticipated fee for 2016 is \$600. – Motion by Supervisor Yoder/Supervisor Dunn to approve. Motion carries.
- I. Approve/Reject the proposals from UGI and Shannon A. Smith for the Generator System for a total amount of \$2,868.04. – The generator operates but not at full capacity, which this proposal will fix. Motion by Supervisor Yoder/Supervisor Hottenstein to approve. Motion carries.
- J. Approve for the record that West Donegal Township declared a Snow Emergency beginning Friday, January 22, 2016 at 7:00 p.m. until Sunday, January 24, 2016 at 7:00 p.m. – Motion by Supervisor Yoder/Supervisor Dunn to approve. Motion carries.
- K. Approve/Reject a 60-month lease copier from Colony Business Systems for \$126.50. – The current lease on the copier is up and it needs to be replaced. This model is basically the same but costs a little less. Motion by Supervisor Dunn/Supervisor Yoder to approve. Motion carries.
- L. Approve/Reject the contribution of \$8,260 to the Lancaster County Drug Enforcement Task Force. The 2016 Budget (410.450) provides for \$6,000. – The Supervisors felt it was important to stick to the budget and not contribute more at this time. Supervisor Yoder made a motion to contribute \$6,000 to the Lancaster County Drug Enforcement Task Force. Supervisor Hottenstein to approve. Motion carries.
- M. Approve/Reject the proposal from David Miller/Associates for professional services to prepare a GP-11 General Permit Application for West Ridge Road over Conoy Creek for protection of abutments and piers and removal of sediment in the amount of \$1,600. – Motion by Supervisor Yoder/Supervisor Hottenstein to approve. Motion carries.
- N. Approve a Supervisor to attend the Safety Committee meeting on a monthly basis. – After a general consensus, it was decided that Clair Hilsher will attend the Safety Committee meeting on behalf of the Board of Supervisors.
- O. Approve the establishment of individuals to meet with the Fire Department as required under the MOU. First meeting is in February. – Supervisor Yoder made a motion for Donald Kreider, Ralph Horne, Eugene Oldham, Phil Dunn, and John Yoder to be part of the Fire Department “Commission”. Supervisor Hottenstein to approve. Motion carries.
- P. Approve/Reject regular full-time status for Troy Montgomery as his probationary period of employment has been fulfilled as of January 27, 2016. – Motion by Supervisor Yoder/Supervisor Hilsher to approve. Motion carries.
- Q. Approve/Reject the request from Hope Community Church for a 5k race on May 28th, 2016. The race is a benefit for Arm of Hope. – Motion by Supervisor Yoder/Supervisor Dunn to approve. Motion carries.
- R. Approve/Reject a donation of \$100 to Joyce Boyer for her services related to the QuickBooks program used by West Donegal Township. – Motion by Supervisor Dunn/Supervisor Yoder to approve. Motion carries.

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VIII. Discussion Items

- A. Fuel Tank Quotes – Three quotes have been received with the lowest from Messicks at \$4,950.85. – Supervisor Dunn made a motion to approve the quote. Supervisor Hottenstein to approve. Motion carries.
- B. Spring Clean Up – Do we want to hold this event in 2016? – The Supervisors believe this is a beneficial event and should continue. The general consensus of the Board of Supervisors was to hold the event in 2016.
- C. Shredding and Covered Device – Shall we hold this event in 2016? (It will cost \$400.00 an hour for a total of \$1,600, which is about double from last year). – The general consensus of the Board of Supervisors was to not have a shredding and covered device event in 2016.
- D. Walton and Jean Moyer – Property of 0.3 acres is for sale. – The Township has been approached by their neighbors who are selling the lot next to the access drive. They would be willing to give the Township first access to the property. The Board of Supervisors are interested in the property and would like to get a little more information, such as an estimated purchase price from the property owners.

- E. Breakfast meeting with Senator Aument on February 19th, 2016.
 - F. Snow Removal on sidewalks. – Supervisor Hottenstein started the discussion by saying that he believes the road crew did a very good job during the snow event. He feels that West Donegal Township roads were some of the better ones in the area. The Board of Supervisors would like to look at the possibility of changing the ordinance from removing the snow from sidewalks 12 hours after the end of the storm to the end of plowing. The Supervisors also stated that if any sidewalks are still not clear from the large snow event, enforcement action should be taken.
 - G. MS4's – Permit Application submission date is September 17, 2017. – Township Manager Oldham will have the Township Engineering firm, David Miller/Associates, attend the March 28th, 2016 Board of Supervisors Workshop Meeting to give a more in depth presentation on MS4.
 - H. Rutts Road/Bainbridge Road Highway Occupancy Permit. – The Board of Supervisors would like to begin the process of acquiring easements and right-of-ways and to prepare to bid this project.
 - I. Mid-State Mechanical/Electrical Release of Fund? – The HVAC system has been operating properly for over a week. The Township has been holding the last check for Mid-State and would like to release it since things seem to be working. Supervisor Hottenstein feels that enough time has not passed to know if the system is functioning well. Supervisor Yoder made a motion to authorize Township Manager Oldham to release the funds to Mid-State Mechanical/Electrical. Supervisor Dunn to approve. Motion carries 4-1 with Supervisor Hottenstein opposing.
 - J. Elizabethtown Fire Department Banquet on Saturday, March 19, 2016. – Supervisor Dunn or Supervisor Hottenstein will attend the banquet after checking their schedules.
 - K. DEP 2013 Recycling Grant of \$10,421. – The Township increased its tonnage of recycling from the previous year. The Township should be receiving the grant in 6-8 weeks.
 - L. 883 Maytown Road. – The property owner filed for a fence permit and it was denied.
- IX. **Executive Session** – There was a short executive session after the meeting, but no action was taken.
- X. **Bills Payable (Final Unpaid List)** – Eric Tichy's bill was withdrawn after an adjustment for the cost of snow removal instead of plowing. Supervisor Yoder/Supervisor Dunn to approve. Motion carries.
- XI. **Adjourn** -- Motion by Supervisor Yoder/Supervisor Dunn to approve. Motion carries. Meeting adjourns at 8:51 p.m.

Prepared by Pamela Craddock for

Philip Dunn, Secretary