

**West Donegal Township Supervisors
Regular Meeting
April 14, 2014**

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: Ralph Horne, John Yoder, Clair Hilsher and Doug Hottenstein. Also in attendance were Township Manager Gene Oldham, Chief of NWRPD Mark Mayberry, Township Roadmaster Jeff Templin and Zoning Officer Wayne Miller.

- I. **Call to Order**
- II. **Pledge of Allegiance, Silent Prayer, Tape Announcement**
- III. **Roll Call of Supervisors** – all Supervisors were present.
- IV. **Approval of the March 10, 2014 Board of Supervisor Meeting Minutes** – On a Supervisor Horne/ Supervisor Yoder motion, the meeting minutes were approved. Motion carried.
- V. **Public Comments** – Marie Martin, of 996 W. Ridge Road, wanted to thank the Roadmaster and his crew for the good job they did on the road conditions. Mrs. Martin also voiced concern regarding street sweeper areas and if it's fair for some neighborhoods and some not. Are warning signs used while sweeping is being done? She said that she spent quite a bit of time cleaning up the stones (at least three buckets full) out of her driveway. Roadmaster Templin said signage does not need to be used if the area in being worked on is completed in less than 15 minutes. Roadmaster Templin also apologized for the stones and will be take care of the stones. Manager Oldham stated a street sweeper has been contracted and will be used mostly in neighborhoods with curb. Not all neighborhoods will be swept. Roadmaster Templin stated back roads were swept with large tow behind brushes to clear the stones off the white lines in rural areas. Mrs. Martin voiced concern on the torn up sections and landscaping that was done by UGI. There was grass seed and straw put down, but when straw was removed, all that was there were stones. She has removed four wheelbarrel loads of stone. She has called UGI with a complaint about this work. Mrs. Martin wants to make sure the Township residents are treated right, and that the commitment from UGI is done right. Manager Oldham said Roadmaster Templin will be meeting with UGI again later this week to go over the work that was done. Roads have been marked. Roadmaster Templin apologized for the inconvenience.

Tina Hilsher, 124 School Lane, wanted to know about the chipper the Township owns. She knows this was a bad winter and wanted to know if the Township could have a designated area to drop off tree branches. She mentioned that at one time it was mentioned about a Christmas tree drop off. Supervisor Horne stated that he would like to pick a day or weekend where residents can bring their debris and have it chipped, so the residents don't have to cut it up into 4-foot pieces and bundle them for garbage. Supervisor Horne stated that this is one of the main reasons why the chipper was bought. Roadmaster Templin said to let him know when Supervisor Horne would like it done and it would be done. Mrs. Hilsher also asked about Silver Leaf & S Aspen Drive blacktopping project. Roadmaster Templin stated the blacktop plant hasn't opened for the year yet.

Avery Lee, 1135 Turnpike Road, concerning the winter we had and the ice storm that took down so many trees. He is hoping the Newville Bridge project will be done quickly because the residents on Turnpike were almost completely cut off by downed trees. If there had been any type of emergency it would have taken 20 to 30 minutes in response time. With a house fire or medical emergency this

is not good. Supervisor Yoder stated that he was on the conference call with PPL at the time. Township will be working on this situation.

- VI. **Reports** – On a Supervisor Yoder/Supervisor Hottenstein motion the reports and expenses were approved. Motion carried.

VII. **Presentation**

- A. **Commissioner Craig Lehman** - Commissioner Lehman set a goal to visit all 60 municipalities during his reign since 2012. Commissioner Lehman has a few more to do and will be finished by September. Lehman states it's been a great experience. To update: the 2014 Budget has no tax increase. The state received 2.8 million dollars for Farm Preservation. This means the farmer gives up the ability to develop on farm property forever. An appraisal will be done for value of property. Depending on the appraisal, the farmer will be offered so much per acre with the maximum amount is \$4,000 per acre. The county also has bargain sales with the farmer. This is asking the farmer to take less then offered per acre. If the farmer makes this deal, his farm will be put higher on the list to be preserved. Lancaster County has preserved 100,000 acres of farm land. We are #1 in the nation. Very good for quality of life here.

The County is moving forward with the Public Safety Radio System. This project has been a decade in the making. In 2008 the path was changed to run system on old TV bans. Phase 1 was completed during the fall of 2013 and all reports stated that it was successful. This project is to be completed by end of year.

VIII. **Action Items**

- A. Approve/Reject Ordinance 207/2014 adding stop sign locations and speed limits to the Code of Ordinances. Manager Oldham corrected this. It should read Approve/Reject for advertising. On a Supervisor Yoder/Supervisor Horne motion, the advertising was approved. Motion carried.
- B. Approve/Reject the Improvement Construction Plan for Yarrum, L.P. prepared by D.C. Gohn Associates, Inc. (see Engineer letter dated April 3, 2014).
1. Approve/Reject the signing of the Storm water Management Agreement and Declaration of Easement. - Brian Cooley, D.C.Gohn Associates, Inc., was present to make a presentation to Board. On Supervisor Yoder/Supervisor Horne motion the signing of the Storm Water Management Agreement was approved. Motion carried.
- C. Approve/Reject the Memorandum of Understanding with the Lancaster County Conservation District, dated March 12, 2014, for Erosion & Sediment Pollution Control/NPDES for Stormwater Discharges Associated with Construction Activities, etc. On a Supervisor Yoder/Supervisor Horne motion, this Memorandum of Understanding was approved and Manager Oldham was authorized to it on the Township's behalf. Motion carried.
- D. Approve/Reject the advertisement of the Storm water Management Ordinance for action of approval at the April 28 workshop. On Supervisor Horne/Supervisor Hottenstein motion to approve the changes requested for the advertisement of the Storm water Management Ordinance. Motion carried.

- E. Approve/Reject the participation of construction of Zeager Road under the B.R. Kreider & Sons bid received by Conewago Industrial Park Associates. On a Supervisor Horne/Supervisor Yoder motion, subject upon changes after review by Conewago Industrial Park Associates. Motion carried. Let the record show that Supervisor Hottenstein abstained from this vote.
- F. Approve/Reject the retaining of a consultant for the HVAC systems for the Municipal Building. This was action item was tabled until additional information is compiled.
- G. Approve/Reject the advertisement for road construction bids for 2014. On Supervisor Hottenstein/Supervisor Hilsher motion to approve advertisement for road construction bids for 2014. Motion carried.
- H. Approve/Reject the reimbursement of the Rheems AA for materials purchased for the Municipal fields in the amount of \$1,052 and expenditure of the Softball Complex in the amount of \$2,910. On a Supervisor Horne/Supervisor Yoder motion the reimbursement of the Rheems AA for materials purchased for the Municipal fields in the amount of \$1,052 and expenditure of the Softball Complex in the amount of \$2,910 was approved. Motion carried.
- I. Approve/Reject the advertisement for bids for a generator at the Municipal Building. Both a 100 KW and 25 KW natural gas generators can be bid. Supervisor Yoder moves for 100 KW bids. Cost would be \$30,000 more mainly for the transfer switch. On a Supervisor Horne/Supervisor Yoder motion, the advertisement for bids for a generator at the Municipal Building was approved. Motion carried
- J. Approve/Reject the implementation of the Mandatory On-Lot Septic System Pumping Program for the Township. This action item was tabled until Manager Oldham gathers additional information.
- K. Approve/Reject the hiring of a Planning and Zoning Administrative Assistant. Job description is in packet for review. On a Supervisor Yoder/Supervisor Hottenstein motion hiring of a Planning and Zoning Administrative Assistant was approved. Motion carried.
- L. Approve/Reject the use of Township roads on June 14 for the Tour de Donegal. This is a bike ride not a race. Passed by consensus motion for use of Township roads on June 14 for the Tour de Donegal bicycle ride in coordination with Police. Motion carried.
- M. Approve/Reject the expenditure for the Police Substation. On a Supervisor Yoder/Supervisor Horne motion the expenditure of \$515.77 to update the Police substation was approved. The Police Commission will help defray the cost of a sign. Motion carried.

IX. **Discussion Items**

- A. Newville Road Bridge project update. Manager Oldham received an email from the consultant. The shielding installation has been approved by RETTEW and Amtrak. Kinsley Construction has completed training on Amtrak safety and Certificates of Insurance have been received. The Township is waiting for a start date. Amtrak has completed the survey and has committed to installing the foundation for the pole. Kinsley Construction has provided them with material needed to install pole, which has been forward to PennDOT for consideration and final approval. Amtrak also has this information. Kinsley Construction

stated that once they have the approval they can have the material on site in a month. On our part, we need to approve an inspector from TRC, so when inspection work starts they are ready. Things are moving forward - Amtrak, PennDOT and Kinsley Construction are all working together. Contracts are in place. Chairman Snyder said that we haven't given up. A Supervisor Horne/Supervisor Yoder motion was made to approve the pay rate of \$28.22 per hour for the TRC inspector. Motion carried.

- B. Review material quotes received. Because we don't use \$19,000 in total materials, we can obtain quotes rather than bidding the materials. The Township would prefer using local suppliers.
- C. Loader information. Loader had test on hydraulic and transmission performance. Fluid analysis on transmission came back high in lead. Supervisor Hottenstein received and reviewed the results. The loader is 23 years old. If we keep the loader things will need to be repaired, i.e., seat, windows, etc. The CAT has more safety features than the John Deere. With a trade in, the CAT will cost \$111,000. Roadmaster Templin does not know how long quote is for. He feels we will miss this offer if we wait. The John Deere will cost \$175,000 with trade in. Supervisor Hottenstein would still like to look into used machines and is not willing to vote on this tonight. This will be tabled for the workshop in two weeks.
- D. Bainbridge Road. Manager Oldham spoke to PennDOT regarding road flooding to be corrected. There are no drainage pipes. This repair will be through coordinated efforts between PennDOT, Elizabethtown Borough, Masonic Village, and West Donegal Township. Manager Oldham will keep us posted.
- E. Summer employee. Approval of hiring summer employee for 13.75 per hour for 20 weeks with a start date of 5-5-14. Possible position to be filled by last year's summer employee.
- F. Municipal Building lawn care. Manager Oldham to provide material costs. Roadmaster Templin to get quotes from Rosco Greenawalt and Brandt's Landscaping. The lawn care is funded through the Parks & Recreation budget. Brandt has done work for Conoy and East Donegal Townships, so they have knowledge in this area.
- G. Storage Building materials. Estimated cost is \$457.41 for materials to protect interior pole barn walls.
- H. Senate Bill 491 regarding EIT and LST collections. Just in Senate now. On a Supervisor Horne/Supervisor Yoder motion, the Township authorized Manager Oldham to sign on the Township's behalf. Motion carried.
- I. Stormwater Management Permit Fees. Solicitor Cleary will put into resolution for action.

- X. **Executive Session** – There was no executive session.
- XI. **Bills Payable (Final Unpaid List subject to audit)** – On Supervisor Yoder/Supervisor Horne motion, the bills were approved. Motion carried.
- XII. **Adjourn** – On a Supervisor Horne/Supervisor Hilsher motion, the meeting was adjourned at 9:46 p.m. Motion carried.

Submitted by:

J. Clair Hilsher, Secretary

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