

**West Donegal Township Supervisors
Regular Meeting
May 12, 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, Claire Hilsher and Doug Hottenstein. Also in attendance were Township Manager Gene Oldham, Chief of NWRPD Mark Mayberry, Township Solicitor Josele Cleary, 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 April 14 Meeting Minutes and April 28 Workshop Minutes** – This was tabled until the next meeting so that revisions can be made.
- V. **Public Comments** –Marie Martin wanted to know if the road crew notifies the utility companies when road work would get done. Roadmaster Templin said yes they do. Township Manager Oldham noted that they may need to work on a Street Cut Permit from the Water/Sewer Authority.
- VI. **Reports** – Motion by Supervisor Yoder/Supervisor Horne to approve. Motion carries.
- VII. **Action Items** –
 - A. **Approve/Reject Ordinance 208/2014 providing for changes to the location of stop signs and the posting of speed limits on certain streets.** -- Motion by Supervisor Yoder/Supervisor Horne to approve. Motion carries.
 - B. **Approve/Reject retaining an HVAC Consultant for the heating/cooling system at the Township Building, Barton Associates, Inc. and Paragon Engineering Services provided quotes.** – Barton Associates quoted \$18,500 and Paragon Engineering quoted \$24,700. Supervisor Yoder makes a motion to approve Barton Associates, Inc. to do the mechanical design and site work to update the HVAC. He also authorizes Township Manager Oldham to sign the documents tonight. Supervisor Horne seconds the motion. Supervisor Yoder, Supervisor Horne, Supervisor Snyder and Supervisor Hottenstein vote to approve this. Supervisor Hilsher opposes. Motion carries on a vote of 4 to 1.
 - C. **Approve/Reject the transfer of \$40,000 from the General Fund to the Capital Reserve Fund. These funds are a portion of the Nordstrom permit fees.** - Township Manager Oldham requests to transfer \$100,000 instead of \$40,000 and to revise the 2014 budget. Motion by Supervisor Horne/Supervisor Yoder to approve. Motion carries.
 - D. **Approve/Reject an escrow reduction for RYD Properties LLC for 37 and 43 West Ridge Road in the amount of \$10,229.00 retaining \$11,173.70. This is a cash escrow reduction.**– Motion by Supervisor Yoder/Supervisor Horne to approve. Motion carries.
 - E. **Approve/Reject an escrow reduction for Your Towne Builders for 52 Bossler Road in the amount of \$9,534.00 retaining \$2,136.00. This is a cash escrow reduction.** – Motion by Supervisor Horne/Supervisor Hottenstein to approve. Motion carries.

- F. **Approve/Reject an escrow reduction for Levi Stoltzfus for 1595 Maytown Road in the amount of \$13,097.00 retaining \$17,315.00. This is a Letter of Credit.** – Motion by Supervisor Yoder/Supervisor Hottenstein to approve. Motion carries.
- G. **Approve/Reject Resolution 7/2014 setting fees for application and escrow for review and inspection for the recently approved Stormwater Management Ordinance.** – After some discussion, there was a motion made by Supervisor Yoder/Supervisor Horne to approve. Motion carries.
- H. **Approve/Reject the award of the Micro-surfacing bids for 2014.** – Township Manager Oldham requested that the bids for this be rejected. He realized that the bids are not comparing apples to apples so he wants to rebid it. Motion by Supervisor Horne to reject all bids/Supervisor Hottenstein seconds the motion to reject the bids. Motion carries.
- I. **Approve/Reject the award of the SuperPave bids for Crestview Drive.** – Pennsy Supply bid \$24,479.40 and on a motion made by Supervisor Yoder/Supervisor Hottenstein to approve. Motion carries.
- J. **Approve/Reject the Stormwater Management Agreement and Declaration of Easement and Escrow Agreement in the amount of \$12,281.88 cash escrow for Ironstone Homes, LLC for 4990 Bossler Road.** – Motion by Supervisor Horne/Supervisor Yoder to approve the Stormwater Management Agreement. Motion carries. Motion by Supervisor Yoder/Supervisor Hilsher to approve the Escrow. Motion carries.
- K. **Approve/Reject a 91-day time extension for the Final Land Development Plan for Robert Kettering for Maytown Road Second Building.** – Motion by Supervisor Yoder/Supervisor Horne to approve. Motion carries.
- L. **Certificate of Appreciation** – Township Manager Snyder reads, “This is a Certificate of Appreciation awarded to Dr. Miles G. Newman, D.O. West Donegal Township recognizes you for your years of service to the community, in both private & public sectors. We specifically recognize your service, dedication and training skills for the Fire & Emergency Service units of our community. Thank you Dr. Newman for making our community a better place. Awarded this 12th day of May, 2014.” On June 1, 2014 there will be an Open House for people to stop by and show their appreciation and thank Dr. Newman for his years of service. Motion made by Supervisor Horne/Supervisor Hottenstein to approve Certificate of Appreciation. Motion carries.

VIII. Discussion Items

- A. **Newville Road Bridge project update.**– As of 10:00pm Amtrak is supposed to be moving into the site and they will be putting the catch tarp in so that when they remove the bridge no debris will fall onto the train tracks.
- B. **Loader information.** – They are still waiting for information from John Deere. They will table this until they get more bids and information.
- C. **On-Lot Septic Management program** – Township Manager Oldham is hoping to open this program July 1, 2014. After some discussion, they are tabling this for another time.
- D. **Use of the Township Building on July 9th in the evening** – Timber Villa uses the building to meet once a month but this time they are meeting in the evening. They are going to draft a resolution for the meeting room and revisit that another time.

- E. **Zoning Lexicon.** - Elizabethtown Borough, Mount Joy Township and West Donegal Township are all working together to come up with a more complete list of how zoning works for all three municipalities and to make it more consistent for all involved.
 - F. **Memorial Day 4/10 Schedule.** – After Memorial Day the road crew usually goes to a 4/10 schedule. The board would like to have a plan put together showing the work that the road crew anticipates doing in the next three weeks. It will be a look ahead schedule. This would be tentative not permanent. Also the board would like to see what large projects are on the books for this summer.
 - G. **Rick Miller** – Is requesting for an additional 30 day grace period to get the lumber tore out from his property. The board will grant that extension but after this he will need to have it all removed or else he will incur fines.
- IX. **Executive Session** – there was no executive session.
- X. **Bills Payable (Final Unpaid List)** – Motion by Supervisor Yoder/Supervisor Hilsher to approve paying the bills. Motion carries.
- XI. **Adjourn** – Motion made by Supervisor Horne /Supervisor Yoder to approve adjourning. Motion carries. Meeting adjourns at 8:25pm.

Submitted by:

J. Clair Hilsher, Secretary