

**West Donegal Township
Board of Supervisors Meeting
October 10, 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: Doug Hottenstein, Philip Dunn, John Yoder, and J. Clair Hilsher. Also in attendance were Zoning Officer, Wayne Miller, Township Manager, Gene Oldham, Township Roadmaster, Todd Garber, Office Manager, Jennifer Rabuck, and Mark Mayberry, Chief of NRLCPD. Township Solicitor, Josele Cleary was absent.

I. Call Meeting to Order

II. Pledge of Allegiance, Silent Prayer, Tape Announcement

III. Roll Call of Supervisors – all of the Supervisors were present.

IV. Approval of the September 12, 2016 Meeting Minutes (August Workshop was cancelled) – Moved by Supervisor Yoder, seconded by Supervisor Hottenstein to approve the September 12, 2016 meeting minutes. Motion approved unanimously.

V. Public Comments – Barry Geib, Mr. Geib is working on the swale and stormwater basin on Poplar Lane in Timberville. He noted that the homeowner would like something in writing regarding the dimension and construction of the swale. Manager Oldham noted that he wasn't intending on designing the swale as he does not have the necessary information. It was noted that the intention is not to fix the whole situation but rather to repair what is there. Manager Oldham noted that he will use the plan, make a sketch, and show what his idea was.

Tom Dabbs – Mr. Dabbs asked if there was anything in the budget to put reflective strips on Rt 230 indicating where the turn onto Newville Road is. He noted that it is very hard to see at night where the right hand turn exists. It was noted that since Rt 230 is a state road the Township is limited with what it can do. However, the township will look into moving the road sign and putting a high reflective material on it.

VI. Reports – Moved by Supervisor Yoder, seconded by Supervisor Dunn to approve the monthly reports. Motion approved unanimously.

VII. Consent Items

- A. Approve a fireworks display for Moonstone Manor at 2048 Zeager Road on October 22, 2016 at 9:00 pm. Schaefer Pyrotechnics/Schaefer Fireworks will set the fireworks' fees and applications are in place.
- B. Approve Michael E. Keller to a term on the Board of Trustees of the Pennsylvania Municipalities Pension trust from January 1, 2017 through December 31, 2019.
- C. Approve Michael E. Keller to a term on the Board of Trustees of the PSATS Unemployment Compensation Group Trust from January 1, 2016 through December 31, 2019.
- D. Approve the release of construction cash escrow for Kenneth and Judith Ebersole, WDT 10-21, in the amount of \$4,761.07 retaining \$0 as the project is complete per memo dated October 10, 2016.
- E. Approve a waiver of Financial Security, Section 190-50, for Masonic Village Waterline Relocation Plan WDT 16-13 per letter dated September 19, 2016.
- F. Approve the Escrow Reduction Request No. 2 for Bishop Woods, Phase 2, WDT 15-05, in the amount of \$331,638.54, retaining \$251,782.24 for work to be completed as detailed on the spreadsheet dated October 5, 2016.
- G. Approve the transfer of \$439,000 from the Capital Bridge Fund to the Capital Reserve Fund retaining \$250,756.76 for future projects and \$16,934.99 for the last project closeout invoice.

Chairman Snyder asked if any Supervisor had any questions regarding Consent Items A-G. Hearing none, all Supervisors voted Aye to unanimously approve Consent Items A-G.

VIII. Action Items

- A. Moved by Supervisor Yoder, seconded by Supervisor Dunn to approve Ordinance No. 225/2016 "An Ordinance to Amend the Code of Ordinances of West Donegal Township Chapter 240, Zoning to add regulations governing certain communication towers". It was noted to include the language regarding insurance prior to the motion. Motion approve unanimously.
- B. Moved by Supervisor Yoder, seconded by Supervisor Dunn to approve the expenditure of approximately \$30,500 from the Capital Parks Fund for playground equipment for 2 to 5 year olds and security fencing. Motion approved unanimously.
- C. Moved by Supervisor Dunn, seconded by Supervisor Yoder to approve a change in vacation eligibility for Katie Donato and Jennifer Rabuck from six months to anytime in December as this will eliminate the need to approve carry over to 2017. Motion approved unanimously.

IX. Discussion

- A. Maytown Road – Consider letters to property owners to explain what West Donegal Township will provide for under the construction contract. Manager Oldham discussed the design and options to charge or not to charge the two affected homeowners in our Township regarding the installation of curb and sidewalk on Maytown Road. Manager Oldham suggested that the township pay for the curb installation so it is done all at once, is uniform, and does not hold the Penn Dot project up. Township resident N. Marie Martin noted that she doesn't believe it is fair to charge the residents to install the sidewalks since they have no choice. Since this is a project of Elizabethtown Borough that will ultimately contribute to the development off the extension of Masonic Drive, Supervisor Hottenstein suggested splitting the cost of the sidewalk four ways with the property owner, developer, borough and township each paying a quarter. Supervisor Dunn asked when the letter needed to go out. Manager Oldham noted that the township has some time, but that they should inform the homeowners soon. It was agreed that a letter should be drafted, for review by the Board of Supervisors, notifying the affected homeowners; explaining the project, and indicating that there may be a cost associated.
- B. White Pine Drive – Sewer Extension in cooperation with ERSA in 2017. It was agreed to have Township staff talk with the affected homeowner regarding the project.
- C. EAWA – Individual as Township representative. The Township is still looking for an individual to serve as a representative on EAWA.
- D. October 27, 2016 – 6:30 pm to 8:00 pm – the Municipal Building will be used for "Community Conservation on the Future – Lancaster County Comprehensive Plan Called Places 2040."
- E. November 17, 2016 – The Lancaster County Planning Commission will use the Municipal Building from 6:30 pm to 8:00 pm for meeting with municipal officials and staff regarding the Comprehensive Plan called Places 2040. Supervisors asked if this constituted a meeting if more than a majority participated. It was noted that Mr. Oldham would talk with Solicitor Cleary.
- F. The Lancaster County 106th Annual Convention of Township Supervisors will be November 7th at Yoder's Restaurant from 8:30 am to 1:00 pm. Supervisors Dunn and Yoder as well as Manager Oldham noted they will attend.
- G. October 24, 2016 the Board of Supervisors Workshop meeting will focus on the 2017 budget.

X. Zoning

- A. Robert Schmitt, 911 Turnpike Road, Code Enforcement Zoning Officer Wayne Miller noted that he sent letters regarding the removal of 2 trucks and a motorcycle that were stored in the rear yard. The homeowner responded that they removed the motorcycle but needed an additional 2 weeks for the removal of the trucks. Mr. Miller requested permission to send an enforcement notice should the trucks

not be removed after the extension expires. It was unanimously consented to allow the enforcement notice if the trucks are not removed.

- B. Ralph Cooke, 6185 Poplar Path, It was noted that Mr. Cooke met with township staff regarding his property and that he will begin cleaning up the property.

Manager Oldham noted that the Lancaster Farmland Trust will be holding a banquet beginning at 5:30 pm on November 1st.

Manager Oldham stated that the Township was gifted with a couple of items. A large and small star that have been made from the old metal roof of the star barn as well as a picture of the star barn that was lasered onto an old shingle of the star barn roof. He noted that the items also came with certificates of authenticity.

- XI. **Executive Session** – there was no need for an executive session.
- XII. **Bills Payable (Final Unpaid List)** – Moved by Supervisor Yoder, seconded by Supervisor Dunn to approve the bills payable. Motion approved unanimously.
- XIII. **Adjourn** – Moved by Supervisor Yoder, seconded by Supervisor Hottenstein to adjourn the meeting at 7:45 pm. Motion approved unanimously.

Prepared by Jennifer Rabuck for

Philip Dunn, Secretary