

**West Donegal Township Supervisors  
Reorganizational Meeting  
January 7, 2013**

The reorganizational 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: Clair Hilsher, Ralph Horne, John Yoder and Nancy Garber. Also in attendance were Zoning Officer Wayne Miller, Interim Township Manager, Gene Oldham, Township Engineer Jennifer Prunoske, Chief of NRLCPC, Mark Mayberry, Roadmaster Jeff Templin and Township Solicitor Josele Cleary.

**Roll Call of Supervisors** – all Supervisors were present.

**Board of Supervisors Appointments** – Oldham takes over the meeting to ask for a nomination for Chairperson. He asks if there are any nominees.

- A. Chairperson – Garber nominates Roger Snyder. Hilsher seconds the nomination. Garber asks that nominations cease. Yoder seconds that nominations cease. All Supervisors vote in favor of Roger Snyder to be Chairperson.
- B. Vice-Chairperson – Snyder takes over and continues the meeting. He asks for nominees for Vice-Chairperson. Hilsher nominates John Yoder. Horne seconds the nomination. Hilsher asks that nominations cease. Horne seconds that nominations cease. All Supervisors vote in favor of John Yoder to be Vice-Chairperson.
- C. Secretary/Treasurer – Hilsher nominates Nancy Garber. Yoder seconds the nomination. Supervisors vote 4 to 1 in favor of Nancy Garber for Secretary/Treasurer. Garber excuses herself from the vote.
- D. Assistant Secretary/Treasurer – Garber nominates Clair Hilsher. Yoder seconds the nomination. Garber asks that nominations cease. Horne seconds that nominations cease. All Supervisors vote in favor of Clair Hilsher to be Assistant Secretary/Treasurer.

**Consent Items - Annual Appointments for Calendar Year 2013** -- Snyder is asking for approval of all items listed below (A-G and I-K, item H will be addressed separately). Horne moves to approve all appointments. Yoder seconds the motion. Motion carries.

- A. Right-to-Know Officer – Nancy Garber
- B. Tax Collector – Lancaster County Commissioners Office and the Lancaster Tax Collection Committee
- C. Zoning/Code Enforcement Officer – Wayne Miller
- D. Roadmaster – Jeffrey Templin Sr.
- E. Sewage Enforcement Officer (SEO) – Marvin Stoner  
Alternate SEO – Dave Lockhard & Hanover Engineering Associates, Inc.
- F. Township Engineer – Hanover Engineering Associates Inc.
- G. Township Solicitor – Morgan, Hallgren, Crosswell & Kane
- H. Auditing Firm – White, Rudy & Company LLP\*
- I. Depository of Funds –Fulton Bank
- J. Emergency Management Director – Warren Mueller
- K. Delegate and Voting Delegate for PSATS Convention – Nancy Garber

**\*Auditing Firm – White, Rudy & Company LLP** -- Garber moves to approve the Resolution No. 01-2013 with White, Rudy & Company, LLP. Hilsher seconds the motion. Motion carries.

### **Board Appointments Terms Beginning 2013**

- A. Zoning Hearing Board – *David Clemmer* – 3-year term – Yoder makes the motion to appoint David Clemmer by Resolution No. 02-2013. Horne seconds the motion. Motion carries.

Alternate to Zoning Hearing Board – 3-year term – After finding no one to nominate, the board decides to leave this appointment open until a further time.

- B. GEARS – *Barry Garman* - 3-year term – Garber moves to appoint Barry Garman. Hilsher seconds the motion. Motion carries.
- C. Northwest Regional Lancaster County Police Commission – 1-year term – need 3 for 2013 – Horne nominates Nancy Garber, John Yoder, and himself. Nancy Garber nominates Roger Snyder. Nancy Garber is voted in. John Yoder is voted in. Then, votes are asked for Horne. 2 votes yes, 3 votes opposed. Votes are then asked for Snyder. 3 votes yes, 2 votes opposed. Roger Snyder will serve with Garber and Yoder. Yoder and Horne both voice their concerns regarding this decision. The concerns are noted.
- D. West Donegal Township Vacancy Board – 1-year term - need 1 – Garber nominates Don Kreider. Snyder explains the position. Garber moves to appoint Don Kreider. Yoder seconds the motion. Motion carries.
- E.. Planning Commission – Recommendation of 3 Board members *Don Kreider (re-appoint 4 year term) /Marc Gagliardi (12/2014) and John Martin II (12/2013)* – Horne moves to re-appoint Wayne Miller and Don Kreider. Yoder seconds the motion. Motion carries.
- F. Elizabethtown Regional Sewer Authority – 1 needed for 5-year term – Horne nominates Dan Brill. Yoder seconds the nomination. Garber nominates Clair Hilsher. Snyder seconds the nomination for Hilsher. Yoder, Horne, and Snyder vote for Dan Brill. Garber votes for Hilsher. Hilsher excused himself from the vote. Dan Brill is voted in 3 to 1.

**Establish Treasurer Bond (\$1 Million) for 2013** – after discussion they decided to increase this amount to \$2 Million. Yoder moves to approve the Treasurer Bond for \$2 Million for 2013. Hilsher seconds the motion. Motion carries.

### **Supervisors Select Areas of Interest**

Roads – Hilsher.  
Zoning – Snyder.  
Administration – Garber.  
Parks – Horne.  
IT – Yoder.

### **West Donegal Township Supervisors Regular Meeting January 7, 2013**

**Approval of the December 17 Workshop Meeting Minutes** – there were two corrections. Mark Mayberry was present at the Workshop. Also, the trash ordinance was approved for advertising not approved as a whole. Those two corrections will be made. Garber moves to approve the minutes. Yoder seconds the motion. Motion carries.

### **Public Comments**

Keith Murphy wanted to just thank the board for voting for Dan Brill. Also, he has been very impressed with the trash collectors. He thinks they may be the best they've ever had.

Marie had a question regarding Bob Gruber's land that is up for Sheriff's Sale.

Al Conrad just wanted to remind and encourage the board to try and find a new Township Manager as soon as possible.

Eric Frishkorn lives on Blue Jay Circle and has a basketball hoop on his property (in his yard) and the Township is asking for him to remove the hoop because it is in the right-of-way. He states that the hoop has been there for 8 years and does not see any reason why he should have to remove it only now. He also does not see why there are "No Parking" signs on their cul-de-sac. After much discussion between Eric and the board, they will review the ordinances and table this until another time.

Dave Good asks for the township to look into a residence on Locust Lane that has 6 cars and all of them are out of inspection. Miller addressed this. They are working on this problem/issue.

**Reports** -- All reports approved as submitted. The motion was made by Yoder to approve the reports as a whole. Horne seconds the motion. Motion carries to approve the reports.

### **Actions**

- A. Approve/Reject Ordinance No. 199/2013, an ordinance to amend the Code of Ordinances of the Township of West Donegal, Chapter 183 Thereof, Solid Waste, Article II, Municipal Waste Management and Recycling, to revise regulations governing the municipal trash collection and recycling program. Garber makes a motion to approve this Ordinance. Yoder seconds the motion. Motion carries.
- B. Approve/Reject Hanover Engineering Associates, Inc.'s 2013 Professional Fee Schedule for Township engineering services and 2013 Retainer Fee. Yoder makes a motion to approve the Professional Fee Schedule ONLY. Garber seconds the motion. Motion carries. The Retainer Fee portion of this ordinance is tabled until another time.
- C. Approve/Reject the extension of Rettew's contract for the design and construction administration for the Newville Road Bridge, Part III for 2013 through 2014. Yoder makes the motion to approve extending this contract. Garber seconds the motion. Motion carries.
- D. Approve/Reject the Internal Revenue Service's standard business mileage rate of .565 cents per mile effective January 1, 2013. Garber moves to approve this motion. Yoder seconds the motion. Yoder, Snyder, Garber and Hilsher vote to approve this motion. Horne opposes. Motion carries 4 to 1.
- E. Approve/Reject the Lot Add-on Plan for 1054 Maytown Road for Levi Stoltzfus. David Kegerize from Lake Roeder Hillard & Associates presents the plans and explains about the add-on. Cleary notes that they should ignore Note #3 from the County letter dated December 11, 2012. Yoder makes the motion to approve the lot add-on plan provided that all the comments made in Hanover's letter are taken care of and ignore note #3 from the Lancaster County Planning Commission letter dated December 11, 2012. Horne seconds the motion. Motion carries.
- F. Approve/Reject the Letter of Credit release request in the amount of \$17,658.10 for the David Good Subdivision. David Good was present and he reviewed the Hanover letter dated January 4, 2013. Good stated his concerns. After some discussion, Horne makes the motion to approve the Letter of Credit release request subject to the conditions of the Hanover letter dated January 4, 2013 with the exception of #3 regarding the planting of trees. The board waives that from needing done. Yoder seconds the motion. Motion carries. Yoder makes the motion to approve and authorize the Chairman and Vice Chairman to sign the Agreement Providing for Construction of Required Improvements. Horne seconds the motion. Motion carries.
- G. Approve/Reject the Letter of Credit release request in the amount of \$32,460.25 for the Masonic Village- Daman Building Parking Lot. Prunoske gives an update on this. They are just waiting for Miller to get the final mylars on this. Garber makes the motion to approve the letter of credit. Yoder seconds the motion. Motion carries.
- H. Approve/Reject the Letter of Credit reduction for the Masonic Village Beef Barn in the amount of \$39,674.25, retaining \$28,440.70 for the completion of the remaining items. Horne makes the motion to approve this letter of credit reduction. Hilsher seconds the motion. Motion carries.

## **Discussion Items**

- A. Update on Rheems AA Letter of Understanding. Oldham gave an update on this. Some new members have been added to the board so it's his suggestion to have a meeting with these new members and meet and go over this at a separate time. He will schedule this and do this and then bring this back before the board once he has had that meeting.
- B. Old Cope Property Yoder was asking about what they will do with this. It is still undecided.
- C. Old Dump Truck. Templin would like to know what to do with it as it will need new brakes and it is not inspected. The board agrees to sell it on Ebay "as is". They will make sure that this is done properly with advertising of this truck being up for sale.
- D. Mark Mayberry interjected that Officer Greg Wahl is retiring. At the commission meeting on January 22<sup>nd</sup> they will recognize him and his 26 years of service. He would like someone from the board to be present that evening.
- E. Shop Lights. Templin asks if this is something he can get done. This was from the time they had the building lights retrofitted. He thinks it will cost around \$101.00. They also wanted to get the outside lights done. The board agrees to get the lights retrofitted and to get that taken care of for the shop and outside the building.
- F. Fence around Salt Shed. Templin asked if this is something he can get done as well. Horne makes the motion for Security Fence Co. to be awarded as the company to use for this project and it is to be purchased for \$9,000.00. The quote for \$8,980.00. Yoder seconds the motion. Motion carries.
- G. Rheems Fire Dept Letter & Lancaster County Fire Police Letter. Garber will look into this more. These are both regarding insurance and coverage during different events that take place within the township. The Rheems Fire Department is standard policy but the Lancaster County Fire Police they want to look more into.
- H. Playful Pups/Letter from Susan Martin. This is basically telling the township that Playful Pups is no longer interested in bringing sick or unhealthy dogs onto their premises, so the new Lancaster County Humane League may possibly take care of the found or sick dogs in the township.
- I. Tax Claim Email. This email indicated a list of people who are delinquent on their taxes. Cleary explained that there is not much the township can do to try and collect their portion of these delinquent taxes because this is governed by the Tax Claim Bureau.

**Bills Payable** – Yoder makes a motion to pay the bills. Hilsher seconds the motion. Motion carries.

**Executive Session** – This was held and no decisions were made.

**Adjourn** – Horne motions to adjourn the meeting. Yoder seconds the motion. The meeting is adjourned at 10:19pm.

Respectfully submitted by April Miller