

**West Donegal Township Supervisors  
Regular Meeting  
March 11, 2013**

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

- 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 February 11, 2013 Board of Supervisors Meeting Minutes** – No changes were made. It was moved by Garber to approve the February 11, 2013 board of supervisors meeting minutes. Hilsher seconds the motion. Motion carries.
- V. **Public Comments**—Tom Dabbs thanked the board for paying their respects to the Lancaster family. He also asked for an update on the Newville Road Bridge Project. They will go over that later.
- VI. **Reports** – all reports are approved as submitted. Yoder makes the motion to approve all reports. Hilsher seconds the motion. Motion carries.
- VII. **Presentations**
  - A. **Presentation of the 2012 Auditor’s Report.** – Phil Rudy from White Rudy & Co. LLP presented the 2012 Audit. Horne made the motion to approve the 2012 Audit. Yoder seconds the motion. Motion carries.
  - B. **Presentation regarding Ironstone Ranch Land Use Matter.** – Kurt Williams was there in place of B.G. Bryan Salzmann, Esquire. He and Dave Abel presented what they are proposing this property be used for. After they went over their ideas for the use of the property, the board decided they would like more details regarding the usage of the property and to come back to this at another time.
- VIII. **Actions**
  - A. **Approve/Reject Resolution No. 03/2013 a resolution of the Board of Supervisors of the Township of West Donegal, Lancaster County, Pennsylvania, establishing fees for the submission and review of subdivision and land development plans, plans proposing the construction of a public street, and storm water management plans for the inspection of improvements required to be constructed of such plans; re-establishing fees to be charged in connection with the administration of the West Donegal Zoning Ordinance; and establishing fees for miscellaneous Township permits, hearings and services.** -- Oldham notes that this is just making a one encompassing fee schedule for all of the fees the township has. Yoder makes the motion to approve this Resolution 03/2013. Garber seconds the motion. Motion carries.
  - B. **Approve/Reject Personnel Policy Items.** – Oldham notes that there are two items to approve or reject. One is regarding overtime and one is a new section for an employee that is on call but is sick. They also have a new organizational chart. Garber notes which chart she prefers but then recuses herself from the vote. Yoder makes the motion to approve the two items for the Personnel Policy and to approve organizational chart #3. Hilsher seconds the motion. Motion carries.
  - C. **Approve/Reject Wetland Consultant Proposals for Bossler Road Streambank Restoration.** – Oldham shows pictures that this area, near Stackstown Road, if it is not fixed the road will have major damages soon. With that in mind, he got two quotes to have a wetland consultant come out and look at this. One was from Hanover Engineering. The other was from Vortex Environmental, Inc. Oldham notes that Vortex is the least expensive. Horne makes the motion to award Vortex Environmental this project. Yoder seconds the motion. Motion carries.

- D. **Approve/Reject authorization to the Solicitor to file an appeal of Act 167 Stormwater Management Plan in concert with the BIA and other municipalities.** – Cleary notes that this is to join in the appeal. The following motion is required as the appeal was filed prior to the March Board of Supervisors meeting. Yoder makes the motion, I move to ratify and confirm the action of this Township to join with other Lancaster County municipalities and with the Building Industry Association of Lancaster County in an appeal to the Pennsylvania Environmental Hearing Board from the letter dated February 5, 2013, from Scott R. Williamson, Program Manager, Wetlands and Waterways Program, of the Pennsylvania Department of Environmental Protection, approving the Lancaster County Act 167 Stormwater Management Plan, subject to conditions, and to further authorize the Solicitor and appropriate Township officials to execute other documents necessary or desirable to prosecute the appeal.” Horne seconds the motion. Motion carries.
- E. **Approve/Reject Letter of Credit Reduction No. 2 Masonic Village – Beef Barn reduction of \$16,714.09 retaining \$11,726.61.** – Oldham recommends that the board approve the reduction. Garber makes the motion to approve the reduction in accordance with the letter. Yoder seconds the motion. Motion carries.
- F. **Approve/Reject quotes for 2013 Lawn Care.** – Yoder asks Templin’s opinion. Templin said both are good companies to work with. Yoder makes the motion to approve Roscoe Greenawalt to do the Lawn Care for 2013 using Lebanon Proscaple Product – one –time application using slow release nitrogen and broadleaf weed and annual grass. Garber seconds the motion. Motion carries.
- G. **Add in Item – Oldham notes that he would like to have a vote regarding the letter they received from Kinsley Construction to Rettew and Rettew to us.** This is a contract suspension request due to Amtrak not responding to moving the electric lines so the project can start. Oldham notes that there will be a pre-construction meeting on March 25, 2013. This helps to keep the contract active as they are sitting and waiting for Amtrak. Horne makes a motion to approve this. Yoder seconds the motion. Motion carries.

#### IX. Discussion Items

- A. **Stormwater easement Hartman property.** – Oldham passes out pictures that he took of the property. After some discussion by Cleary, Oldham and the Hartmans, the conclusion was that this is a private easement, not an easement that the township needs to address. At this point, they have done all they can to help the Hartmans and they now feel they cannot do any more with regard to this.
- B. **Cul-de-sac Parking and Diameter Study.** – Oldham went over what he found. Not all cul-de-sacs have signs indicating no parking. The board will continue to work on this and in the meantime, the Chief of Police agreed that they will not issue parking tickets in the cul-de-sacs.
- C. **Add-in Item – Oldham interjects that he has a list of Road Crew Projects that they will be working on. He also noted a list of municipal agreements they have.** Those listed are the ones he found and he has compiled them all on one list.
- D. **Spring clean-up date Saturday, May 18 - 7 am until noon.** -- Oldham notes they will not take computers or other large electronics, such as TVs.
- E. **Purchase of mower or contract for mowing services.** – Oldham notes that this is in the budget. If they don’t purchase a mower, then they need to put bids out to have someone come and mow for them. After some discussion, Yoder makes the motion to purchase a new mower under state contract and within the budget that was set for this item. Horne seconds the motion. Motion carries.
- F. **Road material bids will be opened on April 2<sup>nd</sup> @ 11 am. Action by Board on April 8<sup>th</sup>.**
- G. **Spring Newsletter.** – Oldham notes that it has been prepared and it’s on to the printers.
- H. **LCATS – Act 167 Dinner – March 26–** Garber notes that she will be attending. Hilsher and Oldham will attend as well.
- I. **Newville Park – Disposition of property.** –Oldham notes that he was interested in what the board would like to do with this property. He notes that he feels they should get this property surveyed to define it. The board agreed. Yoder makes the motion to get the land surveyed. Garber seconds the motion. Motion carries.

- J. **West Donegal Township – 175 years in 2013.** – Oldham notes that Templin told him that the township turns 175 years in 2013. Templin is looking into getting some banners to hang around the township building.
- K. **Stray Dog Program – Fees for retrieved stray dogs.** – Oldham notes that this new program that has been implemented did not have a Reclaim Fee. He feels that this needs to be added to the program so that persons will be more inclined to not let their animal roam free. Yoder makes a motion to approve this reclaim fee being added to this program. Horne seconds the motion. Motion carries.
- L. **Robert Shenk property – 115 Greider Avenue, Rheems.** – Oldham is requesting more time until Mr. Shenk's son returns from Afghanistan. The board agrees they will wait.
- IX. **Correspondence** – Lancaster County Preservation Trust would like to come make a presentation to the board. They will do this at the April Meeting. Elizabethtown Emergency Management Training will happen on March 20, 2013. Templin will attend this. Miller showed pictures of 3 residents that their properties all adjoin and have a lot of trash laying around. He would like the board to send a cease and desist letter to them and then hand it over to Cleary to handle. The board agrees that he can send them a cease and desist letter and then he will turn it over to Cleary if they do not clean up the properties.
- X. **Executive Session** – there was none.
- XI. **Bills Payable** – Horne makes a motion to pay the bills. Yoder seconds the motion. Motion carries.
- XII. **Adjourn** – Horne moves to adjourn the meeting. Yoder seconds the motion. Motion carries. Meeting adjourns at 8:40pm.

Prepared by April Miller

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Submitted by Nancy Z. Garber