

**West Donegal Township
Board of Supervisors Meeting
September 11, 2017**

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: Philip Dunn, John Yoder, Doug Hottenstein, and Clair Hilsher. Also in attendance were Zoning Officer, Wayne Miller; Township Manager, Gene Oldham; Roadmaster, Todd Garber; Office Manager, Jennifer Rabuck; and Chief of NRLCPD, Mark Mayberry. 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 present

IV. **Approval of the August 14, 2017 Meeting Minutes** – Moved by Supervisor Yoder, seconded by Supervisor Dunn to approve the August 14, 2017 Meeting Minutes. Motion carried.

V. **Public Comments** – Tom Lupold, 274 Poplar Lane – Mr. Lupold spoke of concerns and cited several sources regarding the opening of an emergency access road at the end of the cul-de-sac on Poplar Lane; in which residents in the area were told that this was an emergency access road only. He feels, for safety and visibility issues, that the road should not have been opened by the retirement community. He also would like to know the speed limit of Poplar Lane as it is not posted. Mr. Lupold also has concerns regarding property values since homes on cul-de-sacs sell at a premium due to the low traffic volume.

Frank Smith, 234 Poplar Lane – Mr. Smith stated the gate at the emergency access road was closed for 25-30 years and would like to know what particular action made the gate/road be opened.

Richard Knowlton, 291 Poplar Lane – Mr. Knowlton noted his property abuts the access road and the amount of sight is limited coming down the hill which he believes is a safety issue. He was told, by the developer who is in attendance tonight, that this was an emergency access road and has seen multiple plans that state it. He also has concerns regarding the legality of the stop sign which was placed at the end of the road.

Dave Heisey, Developer of the Retirement Community – Mr. Heisey stated the road in question was always to be an emergency access road. It was never his intention to have that portion blacked topped. He stated there is a new board at the retirement community and he feels that several people decided they wanted a short cut and opened the gate.

It was noted, as previously stated in last month's minutes, that Solicitor Cleary researched the road and development plans and found the development plans mention different things; but does not state emergency use only. As this is a private road, not dedicated to the township, the development can use the road as they see fit. However, the Township will look into the matter further as during this time, in the 1990's, the plans would have been approved by Lancaster County and not by Township staff.

VI. **Reports** - Moved by Supervisor Yoder, seconded by Supervisor Dunn to approve the monthly reports. Motion carried.

VII. **Consent Calendar**

Moved by Supervisor Yoder, seconded by Supervisor Dunn to approve consent items A-F as stated below:

- A. Approve Change Order #1 – Extension of time for Hammaker East, Ltd. for the Township Bituminous Chip Seal project from September 30, 2017 to October 27, 2017.
- B. Approve Change Order #2 – Extension of contract to Hammaker East, Ltd. for an area of West Ridge Road in the amount of \$3,641.40.
- C. Approve a Letter of Credit reduction for Masonic Village Freemason Building Parking and Courtyard Additions, WDT 15-04, in the amount of \$137,125.00 retaining no funds.

- D. Approve the appointment of Eugene Oldham as Assistant Zoning Officer.
- E. Approve the Board of Trustees of the PSATS Unemployment Compensation Group Trust candidates for Board positions.
- F. Approve the Board of Trustees of the Pennsylvania Municipalities Pension Trust candidates for Board positions.

Motion carried.

VIII. **Actions**

- A. Moved by Supervisor Yoder, seconded by Supervisor Dunn to approve the signature on the Chapter 105 Water Obstruction Application for the culvert replacement on West Ridge Road for StoneyBrook Phase 1C. The culvert will be owned by the Township when the project is complete. Motion carried.
- B. Moved by Supervisor Yoder, seconded by Supervisor Hottenstein to approve the stopping of the District Justice proceeding for the Armstrong property on Stonemill Drive. Motion carried.
- C. Moved by Supervisor Yoder, seconded by Supervisor Dunn to accept the resignation of Pamela Craddock from the Township effective September 1, 2017. Motion carried.

IX. **Discussion Items**

- A. Moyer property survey – Manager Oldham stated the property was appraised for \$58,000. It was consented for Manager Oldham to speak with the property owner regarding the appraisal.
- B. High Street parking and lane width - Tabled
- C. Sidewalks – Discussion regarding four properties who completed questionable repairs was held. It was noted one property must grind their sidewalk more; the other three sidewalks may make it through the winter, but could need attention in the spring.
- D. Timber Villa Poplar Lane access – Previously discussed in the meeting. Manager Oldham recommended the Supervisors review the area.
- E. Budget for 2018, 1st review - The 2018 budget will be discussed at the workshop meeting on the 25th.
- F. Purchase plow for loader, \$12,000 – Roadmaster Garber would like to purchase a plow for the loader. Discussion regarding the purchase and employee snow plowing was held.

Moved by Supervisor Hottenstein, seconded by Supervisor Yoder to purchase a plow for the loader not to exceed \$12,000 from the Capital Reserve Fund. Motion carried.
- G. October 23rd Workshop. Presentation by LCPC on Comp Plan. Joint meeting with WDTPC - An advertisement will be done for the joint meeting.
- H. November 30th, Regional Elected Officials Meeting to discuss Comp Plan – The meeting will be held at Mount Joy Twp. at 7:00 pm.
- I. Shredding Event – Manager Oldham stated the shredding event was well received. 14 boxes of food was donated for the food bank as well as over \$200 dollars cash.
- J. Manager Oldham noted Flagger Force would like to use part of the Township to film a commercial in October. However, it requires the closing of a road during that time. The Supervisors were ok with the request and for Manager Oldham to obtain additional information.

X. **Zoning** - Nothing to discuss

XI. **Executive Session** – Chairman Snyder stated an executive session will be held following the meeting for personnel reasons but no action will be taken afterwards.

- XII. **Bills Payable (Final Unpaid List)** - Moved by Supervisor Yoder, seconded by Supervisor Hottenstein to approve the bills payable. Motion carried.
- XIII. **Adjourn** - Moved by Supervisor Yoder, seconded by Supervisor Dunn to adjourn the meeting at 8:02 pm. Motion carried.

Prepared by Jennifer Rabuck for

Philip Dunn, Secretary