

**West Donegal Township Supervisors
Board of Supervisors Meeting
June 13, 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, Township Solicitor, Josele Cleary, and Chief of NRLCPC, Mark Mayberry.

- I. **Call Meeting to Order**
- II. **Pledge of Allegiance, Silent Prayer, Tape Announcement**
- III. **Roll Call of Supervisors** – all of the Supervisors were present. Supervisor Dunn arrived at 7:10pm to the meeting due to traffic.
- IV. **Approval of the May 9, 2016 Meeting Minutes (May Workshop was cancelled)** – Motion by Supervisor Yoder/Supervisor Hilsher to approve. One revision is to add the last name, Peggy Noreikis to be added to the Public Comments. Motion carries.
- V. **Public Comments** -- Peter Wipple with Northwest EMS was present to review a copy of the Annual Report and Audit for 2015 for Northwest EMS. They are doing well with their subscriptions and hope to continue to do well financially.
- VI. **Reports** – Motion by Supervisor Yoder/Supervisor Hottenstein to approve. Motion carries.
- VII. **Actions** --
 - A. Approve/Reject the employment of Katie Donato as equipment operator at an hourly rate of \$16.50 – Motion by Supervisor Yoder/Supervisor Hottenstein to approve. Motion carries.
 - B. Approve/Reject the employment of Jennifer Rabuck as Office Manager at the hourly rate of \$20.50 -- Motion by Supervisor Yoder/Supervisor Hilsher to approve. Motion carries.
 - C. Approve/Reject the bid of Pennsy Supply in the amount of \$48,632.50 for the Zeager Road overlay project -- Motion by Supervisor Yoder/Supervisor Hottenstein to approve. Motion carries.
 - D. Approve/Reject the reduction of escrow for Ironstone Ranch – Star Barn Project in the amount of \$292,808.74 retaining \$809,359.99 for future work on the project – WDT 15-08 -- Motion by Supervisor Yoder/Supervisor Dunn to approve. Motion carries.
 - E. Approve/Reject Resolution No. 3 2016 accepting Conewago Road and Distribution Drive as part of the public road system of West Donegal Township – Motion by Supervisor Yoder to approve Resolution 3 2016 including numbers 1-4 listed below/Supervisor Dunn to approve. Motion carries.
 1. Accepting a deed between Conewago Industrial Park Associates and West Donegal Township.
 2. Accepting the Owner's Affidavit.
 3. Accepting the Maintenance Guarantee and Street Warranty.
 4. Accepting cash maintenance guaranty in the amount of \$130,506.39.
 - F. Approve/Reject the release of all escrow in the amount of \$252,881.17 for Project MARC – WDT 13-13 -- Motion by Supervisor Dunn/Supervisor Yoder to approve. Motion carries.
 - G. Approve/Reject the Bill of Sale, dated March 6, 2016, from Conewago Industrial Park Associates for the Traffic Signal at Zeager Road and West Market Street -- Motion by Supervisor Yoder/Supervisor Dunn to approve. Motion carries.
 - H. Approve/Reject a proposal from Hanover Engineering Associates, Inc. for the design of the Maytown Road curb and sidewalk project with the Township's portion of the cost to be \$3,995.00 -- Motion by Supervisor Yoder/Supervisor Dunn to approve. Motion carries.

- I. Approve/Reject the resignation of Gary Barton as alternate to the Zoning Hearing Board effective June 6, 2016 -- Motion by Supervisor Yoder/Supervisor Dunn to approve. Motion carries.
- J. Approve/Reject the enforcement of trailers in the front yard of 291 Hilltop View Way -- Motion by Supervisor Yoder/Supervisor Dunn to approve. Motion carries.
- K. Approve/Reject enforcement notices regarding sidewalk issues in West Ridge Estates – A resident was walking and tripped on the sidewalk and broke their two front teeth. Zoning Office Miller checked the sidewalks in the township including West Ridge Estates. There were 23 residents that need to address their sidewalks. A notice will be sent out to all residents notifying them to fix their portion of the sidewalk. They will give the residents 60 days before they go to look again. They won't enforce at that point, but instead just look into this again.
- L. Approve/Reject changes to Greider Avenue making a portion one-way from Libhart Alley toward Alida Street -- Motion by Supervisor Yoder/Supervisor Dunn to approve. Motion carries.
- M. Approve/Reject the advertisement of an Ordinance to amend the West Donegal Township Code of Ordinances, Chapter 220, Vehicle and Traffic, to establish speed limits on certain streets within the Township, to establish stop intersections, and to establish traffic signals within the Township including the changes to Greider Ave (including Do Not Enter, No Parking, No Thru Street, One Way) -- Motion by Supervisor Dunn/Supervisor Yoder to approve. Motion carries.
- N. Approve/Reject the release of Fire and EMS funds during the June interim bills -- Motion by Supervisor Yoder/Supervisor Hilsher to approve. Motion carries.
- O. Approve/Reject an hourly rate of \$30.00 for Judy Ebersole for consultation with the Office Manager after July 5th -- Motion by Supervisor Yoder/Supervisor Dunn to approve. Motion carries.
- P. Approve/Reject the coordination with LCSWMA to proceed with the bidding process for the trash/recycling contract -- Motion by Supervisor Yoder/Supervisor Hottenstein to approve. Motion carries.
- Q. Fireworks at Ironstone Ranch on July 2, 2016 and July 4, 2016 – Contingent upon approval of the one firework company that is from Maryland. They need to meet all the requirements for Pennsylvania. Motion by Supervisor Yoder/Supervisor Dunn to approve. Motion carries.
- R. Masonic Homes Landscape Maintenance Building Plan to be withdrawn. They are not constructing it in that location. – Motion by Supervisor Yoder/Supervisor Hottenstein to approve. Motion carries.

VIII. Discussion Items

- A. Open House June 30, 2016 for Judy Ebersole from 1 pm – 3 pm – Cake and punch will be available and notice will be given to residents and other municipalities so they can come and express their appreciation for Judy.
- B. Lisi Stormwater Issues – Township Manager Oldham and Township Roadmaster Garber will go out and explain to Mrs. Lisi what their plan is. They will also contact Jeff Templin and see if he knows what happened and when the pipe went in. They have no record of the pipe being put in.
- C. Poplar Lane Stormwater Basin – Mrs. Rittenhouse came to see Township Manager Oldham and he suggested she work along with Mr. Reed to fix this basin. He requested to hear back from Mrs. Rittenhouse by today but she did not get back to him. Supervisor Yoder requested to go see the homeowners and talk to them in person.
- D. StoneyBrook Park Sign – The board liked the sign as presented.
- E. Mini Cell Tower – They will look into this but no discussion was done undertaken at the meeting
- F. Alternate Member for Zoning Hearing Board – They are working on filling this position.

- G. Member for the Planning Commission – They are working on filling this position.
- H. Rutts Road – July 6, 2016 Bid Opening with Penn Bid
- I. Conoy Crossing – Phase 3 – Planning and Procedure for the Phase – West Donegal Township met with the Developer, Consultant, ERSA, and EAWA regarding this project. West Donegal Township will allow Hanover Engineering Associates, Inc. to be the lead review on the project with comments provided by the Township Engineer. The plan and reviews will be presented to the Township Planning Commission and Board of Supervisors.
- J. Ironstone Ranch has a request for additional parking near the Belmont Barn – this is not addressed tonight. They are going to come in July to make their presentation.
- K. Solicitor Cleary brought up a concern with the Landis Road Culvert Project – There is a need for a condemnation of the Easement for a preserved farm. However, if they can keep everything exactly where it was, then there should be no problem or need for the condemnation of the Easement. They just need to stay within the right-of-way.
- IX. **Executive Session** – there was one before the meeting and no decisions were made. It was personnel matters only.
- X. **Bills Payable (Final Unpaid List)** – Motion by Supervisor Yoder/Supervisor Dunn to approve. Motion carries.
- XI. **Adjourn** – Motion by Supervisor Yoder/Supervisor Dunn to approve. Motion carries. Meeting adjourns at 8:46pm.

Prepared by April Miller for

Philip Dunn, Secretary