

**West Donegal Township
Board of Supervisors Meeting
February 13, 2017**

The regular meeting of the Supervisors was held at 7:02 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 J. Clair Hilsher. Also in attendance were Zoning Officer, Wayne Miller; Township Manager, Gene Oldham; Roadmaster, Todd Garber; Office Manager, Jennifer Rabuck; Chief of NRLCPD, Mark Mayberry; and Township Solicitor, Josele Cleary.

- I. **Call Meeting to Order**
- II. **Pledge of Allegiance, Silent Prayer, Tape Announcement**
- III. **Roll Call of Supervisors – All Present**
- IV. **Approval of the January 3, 2017 Reorganization and Regular Meeting Minutes – Moved by Supervisor Yoder, seconded by Supervisor Dunn to approve the January 3, 2017 Reorganization and Regular meeting minutes. Motion carried.**
- V. **Manager Oldham read a Proclamation recognizing April 2017 as Pennsylvania 811 Safe Digging month across the Commonwealth – Moved by Supervisor Yoder, seconded by Supervisor Dunn to approve the Proclamation recognizing April 2017 as Pennsylvania 811 Safe Digging month across the Commonwealth. Motion carried.**
- VI. **Public Comments – Ralph Horne, Mr. Horne asked how Code Enforcement/Zoning Officer Miller was making out with the property on Turnpike Road. Mr. Miller stated that the property owner is clearing timber from the rear yard and the neighbor's property and bringing it to the front of the property to split and sell. The property owner did clean up junk that was in the front yard. Mr. Miller stated that the property owner has a tractor in the front yard, however, there is no garage to put it in. Mr. Horne stated there is more junk in the yard now and asked if Mr. Miller does any type of follow up. Mr. Miller stated that he doesn't go out all the time. Supervisor Hottenstein asked if it would matter if the items were kept in the backyard. Supervisor Snyder asked Mr. Miller to follow up with the property owner and ask them to move some of the stuff to the rear of the property.**
- VII. **Reports – Moved by Supervisor Yoder, seconded by Supervisor Dunn to approve the monthly reports. Motion carried.**
- VIII. **Consent Calendar**
 Moved by Supervisor Yoder, seconded by Supervisor Hottenstein to approve the following Consent Items A through J. Motion carried.
 - A. Approve Masonic Village Grand Lodge Hall Parking Lot and Comfort Station, WDT 15-13, escrow reduction in the amount of \$138,543.50, retaining \$8,547.50 for work to be completed.
 - B. Approve Masonic Village Woodshop, WDT 15-22, escrow reduction in the amount \$247,759.49, retaining \$6,821.51 for work to be completed.
 - C. Approve Masonic Village Landscape Facility, WDT 16-08, escrow reduction of \$305,746.57, retaining \$129,500.43 for work to be completed.
 - D. Approve Jeffrey and Robert Ebersole, WDT 10-04, 106-108 Greider Avenue, escrow reduction of \$14,688.74, retaining no monies.
 - E. Approve Oakbrook, WDT 06-07, escrow reduction of \$25,000, retaining no monies.
 - F. Approve Karl Schmidt, Elizabethtown/Hershey KOA request regarding the designation of Newville Road as access to the KOA and permitting signage.
 - G. Approve Stoneybrook Phase 1C, WDT 13-03, extension of time until June 9, 2017.

- H. Approve Conewago Industrial Park Lot 6, WDT 16-19, extension of time until September 8, 2017.
- I. Approve an hourly rate for Eric Tichy during use of our truck for snow removal of \$30.00 per hour.
- J. Approve Hope Community Church, Arm of Hope 5K Benefit Race, on May 20, 2017 at 9:00 am, over streets in West Donegal Township.

IX. Actions

- A. Moved by Supervisor Yoder, seconded by Supervisor Dunn, to approve a revised accounting of Tax Revenues to the General Fund prior to distribution to the Fire, Rescue, and EMS Fund. Motion carried.
- B. Moved by Supervisor Yoder, seconded by Supervisor Hottenstein to approve the purchase of a F-350 pickup truck with plow in the amount of \$48,561.00 through the COSTARS program with funds from the Capital Reserve as indicated in the 2017 budget. Motion carried.
- C. Manager Oldham stated that the Memorandum of Understanding with the fire departments states that the township and fire departments are to meet twice a year. Supervisors consented to John Yoder, Phil Dunn, Ralph Horne, Donald Kreider, and Manager Oldham meeting with the Fire Departments sometime in early March 2017 per the Memorandum of Understanding.
- D. Moved by Supervisor Yoder, seconded by Supervisor Dunn to approve the completion date of Labor Day, September 4, 2017 for the waiver of fees in regards to sidewalk repairs. After this date, those in noncompliance will be subject to fees and or citations. Motion carried.
- E. Moved by Supervisor Dunn, seconded by Supervisor Yoder to approve the purchase of \$100.00 gift card for Joyce Boyer for assistance with the Solid Waste/Recycling Program. Motion carried.
- F. Moved by Supervisor Yoder, seconded by Supervisor Hottenstein to approve the transfer of expenditures for the Hauenstein Road project from Capital Reserve to a Liquid Fuels project. Motion carried.
- G. Moved by Supervisor Yoder, seconded by Supervisor Dunn to approve the guide rail repair at two locations in the amount of \$3,900 with funds from the Capital Reserve Fund. Motion carried.
- H. Moved by Supervisor Yoder, seconded by Supervisor Hilsher to approve the Certification of Uncollected Real Estate Taxes from the Lancaster County tax Claim Bureau in the amount of \$12,577.09 with signature by Chairman and Secretary. Motion carried.

X. Discussion Items

- A. Lorraine Henny and Dana Eshelman – Manager Oldham stated that it came to the attention of the Township that 111 Martha Ave and 158 Libhart Alley had never been billed for trash service. As Ms. Eshelman and Ms. Henny are the owners of the mobile home park, they were just taking their trash there for disposal. After some discussion it was unanimously consented that this item would be tabled until the next meeting.
- B. Spring Clean Up – It was unanimously consented by the Supervisors to hold a spring clean up in 2017.
- C. Elizabethtown Fire Department banquet on March 18, 2017 – It was noted that Chairman Snyder would attend the banquet.
- D. 2017 Road Projects – Manager Oldham stated that there were 6 projects put out to bid.
- E. Wenger Feeds Crosswalk Request – Manager Oldham presented a photo of where Wenger Feeds would like a cross walk on Harrisburg Ave. He suggested that the crosswalk be moved to the intersection with Lime Street.
- F. Stop Sign at Redtail and White Pine Drives – Manager Oldham stated that the stop sign on Redtail at White Pine Drive will be removed giving Redtail the right of way. Stop signs will be installed in both directions on White Pine Drive at the Redtail intersection alleviating cars traveling on Redtail towards White Pine from having to stop on a hill and not being able to be seen clearly from opposing traffic.

- G. Bainbridge Road Bridge Work and Detour – Manager Oldham gave an overview of the PennDot bridge work that will be completed on Bainbridge Road.
- H. White Pine Drive Sewer Extension, Proceed to Sewage Planning Module – Manager Oldham stated that they will be applying for a sewer module exemption from DEP.
- I. Walt and Jean Moyer Property – Manager Oldham stated that he has spoken with Mr. Moyer several times to no prevail. He requests that one or two of the Supervisors speak with him.
- J. Heating units in Road Department Shop – Manager Oldham stated that the heating unit is in the budget for this year and that they would like to have the heating unit in the big bay installed in 2017 after the winter season is over.
- K. MS4 Status and Procedure -- Manager Oldham presented the draft procedure book and stated that he would like the March 27th workshop meeting to be dedicated to discussing MS4.
- L. Harold and Joyce Golden – Manager Oldham noted that the Golden’s live on Maytown Road where Masonic Drive will be extended. While there is no intention of installing sidewalk along Maytown Road in front of their residence, a right of way was obtained. The Golden’s are requesting the same consideration as the adjacent properties regarding installation of sidewalks should the township ever require them to be installed in front of their property. It was unanimously consented by the Supervisors to have Solicitor Cleary draw up an agreement similar to 157 and 139 Maytown Road.
- M. Manager Oldham stated that Katie Donato’s last day was Friday, February 10, 2017. They have interviewed two applicants and are looking to interview another two or three in the next week so the Board can then take action at the first meeting in March.
- N. GEARS has contacted the township in regards to using the pavilion and possibly the bottom floor of the township building for their summer playground program which runs June 12-July 27 Monday-Thursday 9:00 am – Noon in the summer. The Supervisors unanimously consented to the use and for staff to work out the details as well as clearing it with Rheems AA, baseball, and soccer to make sure there is no conflict with the park schedule use.
- O. Manager Oldham was contacted by a resident in the area of Miller Road at Stonemill in regards to putting up neighborhood watch signs. The neighbors of that area have started a watch due to sketchy activity in their area. After discussions, it was advised to have the group contact the police department who will help them establish a real neighborhood watch through the correct channels.
- P. The Township is still looking for an individual who is willing to serve on the Elizabethtown Area Water Authority.

Chairman Snyder asked how the police department made out with the ATV issue. Chief Mayberry noted that the police department made contact with the individuals and told them they weren’t allowed to ride on the old Waste Management landfill area off Maytown Road. Waste Management was also contacted to let them know of the incidents.

XI. Zoning

- A. Ward Property – Mr. Miller stated the property owner would like to remodel the detached garage into living quarters for their in laws. The Supervisors unanimously consented to the special exception variance under the following conditions; 1) the garage must be hooked to the septic system; 2) the garage cannot be used as a rental unit; 3) the area can only be used for in law use only.
- B. Ironstone Ranch, Special Exception and Variance relating to the July barn raising – Manager Oldham stated that the Supervisors have a draft conditions list in front of them for the star barn event. Discussion regarding the conditions was held between the Supervisors, staff, and representatives from Ironstone Ranch. After discussions it was consented to allow the Star Barn Event for three days based on the conditions that Ironstone Ranch provides evidence showing every parking pace and prime land to verify that they have enough parking for 1400 vehicles to allow for a total of 4200 visitors, staff, and volunteers per day of the event as well as traffic control, and enough sanitary facilities for this large of

a crowd. It was also conditioned that the second access must be installed and usable by June 23rd or the conditions revert back to the ordinance of 1000 persons on site per day.

- C. Crowe Realty LLC, Request for Zoning Change – Mr. Miller noted that Crowe Realty LLC is looking to have the front parcel of land rezoned from Commercial to Industrial. There currently is no plan to use the property. The Supervisors unanimously consented to the rezoning request under the conditions that Crowe Realty LLC pay the \$250.00 fee to the Township that is charged by the Lancaster County Planning Commission and pay the cost to prepare the ordinance. A public hearing will be scheduled for the April meeting.
- XII. **Executive Session** – There was no need for an executive session
- XIII. **Bills Payable (Final Unpaid List)** – Moved by Supervisor Yoder, seconded by Supervisor Hottenstein to approve the bills payable. Motion carried.
- XIV. **Adjourn** – Moved by Supervisor Yoder, seconded by Supervisor Hottenstein to adjourn the meeting at 9:20 pm. Motion carried.

Prepared by Jennifer Rabuck for

Philip Dunn, Secretary