EAST HEMPFIELD TOWNSHIP
BOARD OF SUPERVISORS MINUTES

DATE AND TIME: February 5, 2020 7:00 p.m.

ATTENDANCE: Board Members:
- Thomas A. Bennett
- G. Edward LeFevre
- H. Scott Russell
- Andrew C. Weaver
- W. Scott Wiglesworth

Manager:
- Cindy A. Schweitzer

Director of Planning & Development:
- Jon E. Beck

Director of Public Works:
- Perry T. Madonna

Police:
- Stephen A. Skiles

The Board of Supervisors meeting was called to order at 7:00 p.m. at the East Hempfield Township Municipal Building, 1700 Nissley Road, Landisville by Chairman Russell, followed by a moment of silence and the Pledge of Allegiance.

Visitors
- Chairman Russell recognized Millersville Student Jess Westin. At the end of tonight’s meeting there will be discussion that may be of interest to her regarding board goals and other areas that she is studying.

Consent Agenda
a) 3485 Nolt Road Kauffman Subdivision, 17-15-FP – Denial of the request to release the project’s remaining Financial Security in the amount of $3,226.30.
b) LGH Women & Babies Stormwater Management Plan, 19-04.05 – Approval of the project’s SWM O&M Agreement, establishment of the project’s Financial Security in the amount of $21,961.50, establishment of the project’s Stormwater Management Fee in the amount of $499.65 and establishment of the project’s Stormwater Management Inspection Fee in the amount of $499.65.
c) Approval to pay invoices from all funds covering 1/25 – 2/7/20 & totaling $495,554.39
d) Approval of minutes: January 22, 2020 and special meetings on January 15 and 22.

Mr. LeFevre stated he did not find a statement in the January 22, 2020 minutes wherein Attorney Mark Stanley committed to a three (3) week response to the Memorandum of Understanding and he would like to see a reference to that timing included. Jon Beck expanded on the terms of the MOU which actually do address agreement of time. He reported that Attorney Stanley stated during a meeting today that he plans to have the MOU and other negotiable items that may be necessary to Township Solicitor Susan Peipher and staff within the next week after which they will be available for board action. Mr. LeFevre was satisfied with Mr. Beck’s response.
Mr. Wiglesworth asked if item (a), 485 Nolt Road, is related to the church at Nolt Road and Church Street. Perry Madonna responded that it pertains to various issues within the Ben Kauffman Subdivision that is just west of the access drive to the Church.

Following discussion, motion made by Mr. Bennett, seconded by Mr. Wiglesworth and unanimously carried to approve Consent Agenda Items (a) through (d).

Action Items
a) 2020 Fee Schedule resolution #2020-05 with spreadsheet. Mrs. Schweitzer reviewed the resolution and explained the spreadsheet provided. There was discussion regarding the last time fees were changed and police response to fire alarms. Chief Skiles stated the fire alarm fee schedule is consistent with other townships and he will provide a breakdown of that information. Mrs. Schweitzer also relayed that building and zoning permit fees are in line with other municipalities. There being no further questions or comments (Board or Public), motion was made by Mr. LeFever, seconded by Mr. Weaver and unanimously carried to adopt Resolution #2020-05, the East Hempfield Township 2020 Fee Schedule as presented.

b) Appointment to Boards/Commissions
Planning Commission – Alternate. Mr. Weaver remarked the Planning Commission Chairman is out of town and he wished to delay Board action until his return. Motion was made by Mr. Bennett and seconded by Mr. LeFevre to table discussion and decision on this appointment until return of the Planning Commission Chairman to allow time to hear consensus and recommendations from the entire Commission. The motion passed (5-0).

c) Memorandum of Understanding between East Hempfield and West Hempfield for resurfacing of Stony Battery Road. Mrs. Schweitzer reviewed the Memorandum of Understanding. Following discussion and there being no further comments or questions (Board or Public), motion was made by Mr. Bennett, seconded by Mr. Wiglesworth and unanimously passed to approve the Memorandum of Understanding between East Hempfield and West Hempfield to repave and resurface Stony Battery Road between Meadow Spring Road and Main Street, and to authorize the Board Chair to execute the Memorandum of Understanding.

d) Acceptance of 2020 rate schedule for Rettew Associates & McCormick Taylor. Mrs. Schweitzer advised McCormick Taylor is under contract so their fees are set; therefore, no action is needed for McCormick Taylor. Following review of the rate schedule for Rettew Associates, motion was made by Mr. Bennett and seconded by Mr. Wiglesworth to accept the 2020 Rate Schedule for Rettew Associates as presented. The motion passed (5-0).

e) 710 Centerville Road Resolution 2020-06, authorizing acquisition of property. Motion was made by Mr. Wiglesworth and seconded by Mr. LeFevre to reaffirm the motion made at the January 22, 2020 Board of Supervisors meeting to adopt Resolution 2020-06 which authorizes the acquisition of the property at 710 Centerville Road for the purpose of the Centerville Road corridor improvement project. The motion passed (5-0).
Old Business

- **Board Goals** – Mrs. Schweitzer provided and reviewed the updated May/2020 draft of East Hempfield Township Board of Supervisor Goals. During discussion, Mr. Bennett requested an upgrade to formatting of the Township’s web site be addressed by Admin/Finance. Mr. Wiglesworth requested Parks/Recreation/Facilities give emphasis to the trail system. Mr. Bennett requested addition of item #6 under Parks/Recreation/Facilities establishing community outreach with more involvement. Jon Beck addressed Mr. Weaver’s question regarding stormwater complaints and there was discussion regarding providing roadway goals to the Traffic Commission. Mrs. Schweitzer thanked the Board for their input.

At this time, Chairman Russell reviewed the Township’s Comprehensive Plan which includes the inclusion of Strong Towns Principles. He read each section of the Plan pertaining to the Strong Towns Principles, after which there was discussion regarding planning for future growth and funding for development and maintenance. In closing, Mr. Russell emphasized there has been no disagreement among the Board in adhering to these principles and the Board is in agreement with continuing to follow them. Chairman Russell would like to see these Principles formally reviewed on an annual basis.

- “**Next Door**” – Mr. LeFevre reported he is not finding this neighborhood on-line posting to be very helpful; however, he is continuing to monitor.

New Business

- **PPL Street lighting proposal – change to LED lighting (resolution and map).** Perry Madonna reviewed terms of the street light services agreement, locations of the new lighting, addition and/or possible removal of some (less than 50), and draft of a proposed resolution. He thoroughly explained the process of how the contract works. All members of the Board like the LED lighting and Chairman Russell asked the Public Works Group to look into any existing lights that should be removed or newly placed lights that should not be upgraded and report back to the Board prior to taking action, signing the proposal and drafting a resolution.

- **Trick or Treat night designation** – Various suggestions were made by the Board and it was noted this will be a major topic of discussion at the LIMC meeting scheduled for February 12th, which Mrs. Schweitzer was invited and will attend. Mrs. Schweitzer is looking for clear direction from the Board so she can get the word out to the residents. Following discussion, the Board agreed to follow the policy that LIMC has put in place; therefore, Friday, October 30, 2020, from 6-8pm will be East Hempfield Township’s Trick or Treat night. Mrs. Schweitzer noted that West Hempfield Township plans to follow East Hempfield’s lead. Chairman Russell requested a township policy/resolution be prepared for this determination.
- **Drug Task Force Invoice** – Mrs. Schweitzer shared the annual letter from the Office of the District Attorney of Lancaster County requesting funding. She noted that monies are released to the Drug Task Force as the municipalities’ contributions are received; therefore, timely contributions to the Drug Task Force are not only vital but more meaningful to the continued operation of the Drug Task Force. During the budget process, the Board desired to hold their budgeted contribution to see how responsive the County Commissioners were to address long-term funding. Chairman Russell stated this will be discussed at the February 12th LIMC meeting and at LCATs meeting scheduled for Thursday, February 6th. He prefers to wait and see how everything shapes out again this year. Chief Skiles believes the Drug Task Force is very necessary and shared his reasons, experiences and position as to why. He remarked that withholding monies puts the Task Force in a difficult position.

**Board Committee Reports**

- **Fire Commission** – Mr. LeFevre expressed the need to keep the formation of the Fire Commission moving forward. There needs to be some understanding regarding the EMC Agreement and a meeting with East Petersburg Borough has been scheduled to answer questions. He stated East Petersburg has concerns because they have a fire tax and East Hempfield does not and they want to make sure this money stays in the Borough. If this can be resolved, then it appears we could have a Fire Commission. He relayed, from an East Petersburg representative, that the relationship of the EMC with East Petersburg has been working satisfactorily. Mr. Bennett and Mr. Wiglesworth expressed concern with the wording in the East Petersburg draft of the EMC agreement.

**Manager’s report**

Mrs. Schweitzer reviewed her written report and additionally reported an Executive Session was held prior to tonight’s Board of Supervisors meeting from 6:05 p.m. to 6:48 p.m. regarding pending litigation. Mr. Wiglesworth requested further information regarding Report Item #2, Church Street paving. He understood that PennDOT would be pinned down regarding when paving of the road will be scheduled. Mrs. Schweitzer will reach out to them. Mr. Wiglesworth stressed that he would like this paving to happen during the summer months.

**Public Comment** (residents or tax payers of East Hempfield Township only)

- **Doug Rupp, Nissley Road**, questioned why no votes were taken on new business. Chairman Russell advised that votes are only taken on action items . . . generally new business items are for discussion purposes.

- **Jess Westin (Millersville Student)** had questions regarding East Hempfield Township Police Department procedures for handling drug issues. Chief Skiles provided an in-depth explanation.

- **David Hughes (Resident)** asked what the township is planning to do about the significant increase in new housing units in Millersville Borough. Chairman Russell informed that all of
the surrounding municipalities communicate with East Hempfield Township on such matters and projects are monitored but East Hempfield has very little control of what happens in a neighboring municipality. Mr. Hughes commented that this adversely affects school taxes versus township taxes.

**Adjournment**

By unanimous consent of the Board, Chairman Russell adjourned the meeting at 8:52 p.m.

Respectfully submitted,

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Cindy A. Schweitzer, Township Manager/Secretary