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.

Consent Agenda

a) Heat & Control, Inc. (19-09.02): Approval of the SWM O&M Agreement, establishment of $18,678.00 as the Fee-In-Lieu-Of (FILO) the Running Pump Rd. frontage mill and overlay, establishment of $619,235.10 as the project’s Financial Security, establishment of $5,311.27 for the SWM Maintenance Fee, and establishment of $5,311.27 for the SWM Inspection Fee.

b) Lime Spring Square, Phase 4 (16-08.06): Approval of the SWM O&M Agreement and the Developer’s Agreement, establishment of $539,466.84 as the project’s Financial Security, establishment of $6,842.15 for the SWM Maintenance Fee, and establishment of $6,842.15 for the SWM Inspection Fee.

c) Lime Spring Square, Phase 3 (16-08-FP3): Approval to reduce $712,024.43 from the project’s Financial Security, leaving a remaining balance of $14,300.00

d) Approval to pay invoices from all funds covering 2/22/20 – 3/6/20 & totaling $751,217.62.

e) Approval of minutes: February 19, 2020

Following discussion, motion made by Mr. Bennett, seconded by Mr. Wiglesworth and unanimously carried to approve Consent Agenda Items (a) through (e) with change of the executive session date on the minutes to February 7, 2020 as noted.

Action Items

a) Pension Plan – Recommended changes to Long-Term Interest Rate and Salary Scale which will affect future Minimum Municipal Obligation (MMO) calculations – Ron Bittner, Girard (Univest) provided handouts and explained the Actuary Cost Study Results and the impact to the MMO when changing the long-term interest rate and salary scale. He fully supports and
East Hempfield Board of Supervisors March 4, 2020

recommends this change due to more realistic long-term market expectations and actuary expected norms. He did note that the voluntary annual additional contribution of $200K to the police pension fund has decreased the unfunded liability in that fund, by 2.9%. **Motion** was made by Mr. Wiglesworth and seconded by Mr. LeFevre to authorize Girard Pension Services to change the long-term interest rate from 8% to 7.5% and the salary scale from 5% to 4.5% for both the police pension plan and the non-uniformed pension plan. The motion passed (5-0).

b) **Development Services**

- Traditions of America, Phase 1 Final Plan (18-04.06) – Mr. Beck reviewed the information and actions required to finalize the Traditions of America, Phase 1 Final Plan.
  
  o **Approve the Phase 1 MOU & Financial Security Agreement and the SWM O&M Agreement.** **Motion** was made by Mr. Bennett and seconded by Mr. Weaver to approve the Traditions of America, Phase 1 Final Subdivision Plan’s MOU & Financial Security Agreement and SWM O&M Agreement, subject to staff, Township Engineer, and Township Solicitor comments. The motion passed (5-0).

  o **Establish the Project’s Financial Security, the project’s SWM Inspection Fee and the project’s SWM Maintenance Fee.** **Motion** was made by Mr. LeFevre and seconded by Mr. Weaver to establish $4,220,816.61 as the Financial Security, establish $35,625.66 as the SWM Inspection Fee, and establish $35,625.66 as the SWM Maintenance Fee for the improvements associated with the Traditions of America, Phase 1 Final Subdivision Plan. The motion passed (5-0).

  o **Approve Miller Rd. Fee-In-Lieu-Of Payment for Mill & Overlay.** **Motion** was made by Mr. Bennett and seconded by Mr. Wiglesworth to approve $10,000 as the Fee-in-lieu-of payment for the mill and overlay of Miller Road. The motion passed (5-0).

- Penn State Health Lancaster Medical Center & Brookside Development, Phase 1 Final Plan (19-01.06) – Mr. Beck clarified the Township is currently working with two developer agreements and explained specifics of each, after which the following actions were taken:

  o **Approve the 2701 State Road LLC Developer’s Agreement, the LPADC, LLC Developer’s Agreement, and the SWM O&M Agreement.** **Motion** was made by Mr. Bennett and seconded by Mr. Wiglesworth to approve the following agreements for the Penn State Health Lancaster Medical Center & Brookside Phase 1 Final Plan: the 2701 State Road LLC Developer’s Agreement, The LPADC, LLC Developer’s Agreement, and the SWM O&M Agreement, all subject to staff, Township Engineer, and Township Solicitor comments. The motion passed (5-0).

  o **Establish $5,039,050.50 as the project’s off-site Financial Security.** **Motion** was made by Mr. LeFevre and seconded by Mr. Weaver to establish $5,039,050.50 as the Financial Security for the off-site improvements associated with the Penn State Health Lancaster Medical Center & Brookside, Phase 1 Final Land Development Plan. The motion passed (5-0).

  o **Establish $65,122.20 as the project’s off-site SWM Inspection Fee.** **Motion** was made by Mr. LeFevre and seconded by Mr. Weaver to establish $65,122.20 as the SWM
Inspection Fee for the off-site improvements associated with the Penn State Health Lancaster Medical Center & Brookside, Phase 1 Final Land Development Plan. The motion passed (5-0).

- Establish $65,122.20 as the project’s off-site SWM Maintenance Fee. **Motion** was made by Mr. LeFevre and seconded by Mr. Weaver to establish $65,122.20 as the SWM Maintenance Fee for the off-site improvements associated with the Penn State Health Lancaster Medical Center & Brookside, Phase 1 Final Land Development Plan. The motion passed (5-0).

- Establish $4,003,813.00 as the project’s on-site Financial Security. **Motion** was made by Mr. Bennett and seconded by Mr. Wiglesworth to establish $4,003,813.00 as the Financial Security for the on-site improvements associated with the Penn State Health Lancaster Medical Center & Brookside, Phase 1 Final Land Development Plan. The motion passed (5-0).

- Establish $20,771.03 as the project’s on-site SWM Inspection Fee. **Motion** was made by Mr. Bennett and seconded by Mr. Wiglesworth to establish $20,771.03 as the SWM Inspection Fee for the on-site improvements associated with the Penn State Health Lancaster Medical Center & Brookside, Phase 1 Final Land Development Plan. The motion passed (5-0).

- Establish $20,771.03 as the project’s on-site SWM Maintenance Fee. **Motion** was made by Mr. Bennett and seconded by Mr. Wiglesworth to establish $20,771.03 as the SWM Maintenance Fee for the on-site improvements associated with the Penn State Health Lancaster Medical Center & Brookside, Phase 1 Final Land Development Plan. The motion passed (5-0).

- **Zoning Ordinance Amendments**
  - Acknowledge the proposed Wireless Facilities Zoning Ordinance Amendment and authorize staff to send the Amendment to the LCPC and the EHT PC. **Motion** was made by Mr. LeFevre and seconded by Mr. Bennett to **acknowledge** the proposed Wireless Facilities Zoning Ordinance Amendment and to **authorize** staff to send the Amendment to the East Hempfield Township Planning Commission and the LCPC for review and recommendation. The motion passed (5-0).

  - Acknowledge the proposed Retaining Wall Zoning Ordinance Amendment and authorize staff to send the Amendment to the LCPC and the EHT PC. **Motion** was made by Mr. LeFevre and seconded by Mr. Bennett to **acknowledge** the proposed Retaining Wall Zoning Ordinance Amendment and to **authorize** staff to send the Amendment to the East Hempfield Township Planning Commission and the LCPC for review and recommendation. The motion passed (5-0).

- **Alliance for the Chesapeake Bay** – authorize signature on maintenance agreement of tree planting at the Harrisburg Pike vacant lot (plantings to be done along Swarr Run). **Motion** was made by Mr. Wiglesworth and seconded by Mr. Weaver to **authorize** signature on maintenance
agreement for trees to be planted at the Harrisburg Pike vacant lot (plantings to be done along Swarr Run). The motion passed (5-0).

d) **Aquilla Gardens (Randy Road/Nolt Road)** – Temporary Construction easement-authorize signature. **Removed from agenda.**

**Old Business** – None

**New Business**

- **Four Seasons Golf** – Mrs. Schweitzer initiated a discussion regarding the need to replace the failing HVAC units over the banquet rooms. While not an immediate need, it is a probable, near future, need as lease negotiations move forward with a tenant for the window room and kitchen. Mr. Bennett stated a working and reliable HVAC is needed. Mrs. Schweitzer reported a ballpark estimate to be $100K if all 7 units were replaced. Other options are being considered such as just the units for the window room. She further stated nothing is really usable in the kitchen and suggested clearing out unrepairable equipment to open space to the new lease holder. A meeting with the potential lease holder will be held, to determine what is needed. Steps have already been taken by staff to stop taking reservations at the end of this year and to close the kitchen in the coming months since it’s minimal use makes it difficult to maintain code requirements. Mr. Bennett agreed. Mr. Wiglesworth asked, on behalf of the Recreation Authority, if the property has been looked at holistically and Mr. Bennett stated it has not and should be before anything drastic is done. Mr. Russell interjected that an architect has been engaged by Mike O’Brien to look at and rate the existing facility. He added that extensive land development sketches have been put together by the Township Engineer, DM/A, which look at different options on how a new future golf facility would look, tie in with a restaurant and other ways to raise additional revenue. The facility is losing about $200K/year plus nothing is being set aside for future infrastructure. Mr. Wiglesworth requested an update and timeline on what is being done so far. Mrs. Schweitzer reported several trades professionals are looking at the building and contents so that a special meeting of the Authority will be held within a week or two to review infrastructure issues concerning allowing a potential leaseholder to use the space.

- **Official Map** (start of project) – memo provided. Mrs. Schweitzer read the definition and presented her plan to establish a Core Working Group similar to what was done in 2016 for the Comprehensive Plan. She reviewed her 3/4/2020 memorandum outlining a timeline and process and is looking for direction from the Board concerning their desire to move forward and what they would like to see for the selection process of the suggested 3-members at-large. The Board was in agreement to move forward and will provide two supervisors to serve on the Working Group. They requested Mrs. Schweitzer to reach out to the former at-large members from the Comprehensive Plan process as a starting point. Utilization of people involved in the Comprehensive Plan will provide continuity as we move into the Official Map process.

- **Park/Recreation** – Mrs. Schweitzer introduced the next phase of the A. Herr Master Park Plan and intent to submit a DCNR Grant application. She would like to get the information out to the public to solicit any comments. It has been reviewed by the Park & Rec Group and they are supportive of submitting the grant application. Following discussion, Fred Knarr commented he likes the trails and feels the macadam is nice. Stan Porter had comments about adding the overlay of the Lancaster County Trail to the A. Herr Park map. The Board had no concerns and
was supportive of beginning phase 2 of the master park plan for A. Herr Park and posting the information for public comment.

- **Tuition Reimbursement** – Mr. LeFevre reported on discussion and recommendation from the Public Safety Working Group. The Tuition Reimbursement for Volunteer Fire Services has been extremely successful to the point that the $10,000 annual funding for this program is not sufficient for 2020. The group is requesting to increase the line-item budget from $10K to $17,500 to allow for additional tuition support. Action was *tabled* until the next Board of Supervisor’s meeting.

**Board Committee Reports**

- **Public Safety** – Mr. Wiglesworth reported the Public Safety Working Group met regarding the following: Expected retirement in the Police Department within the next few months, tabled Ordinance revisions concerning the parking of RV & Trailers; referred the issue of dumpsters and POD’s to the Planning Work Group, reviewed EPB meeting and discussed shared EMC services agreement, reviewed a revised copy of the draft Fire Services Commission from EPB, need for Volunteer Tuition Reimbursement program funds.

**Manager’s report.** Mrs. Schweitzer reviewed her written report and noted an Executive Session of the Board of Supervisors was held after the 2/19 Board meeting for the purpose of pending litigation and a personnel matter. She noted that relating to item #5, State Road PennDOT project, she has just been advised that the beams for the placement of the township bridge are going to be happening this weekend. Diane Garber provided information on road closure times and notices posted via the message board. Mr. LeFevre commented on item #2, Church Street Paving, noting a response was received from Representative Miller that PennDOT could not assure working outside the school calendar for the paving of Church Street. Mr. Wiglesworth thanked Mrs. Schweitzer for following up with PennDOT, Representative Miller and Senator Aument.

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

- **Colleen Jacobsen** - asked when ‘Horse Barns for Transportation’ will be discussed. Chairman Russell informed there is no plan for this topic to return to the Board for discussion.
- **Mike Zuber** - had questions pertaining to Items #11 and #12, concerning stormwater issues, on the Manager’s Report. Chairman Russell explained the Engineer is looking at other areas of concern and is moving through the discovery process.

**Adjournment**

By unanimous consent of the Board, Chairman Russell adjourned the meeting at 8:30 p.m.

Respectfully submitted,

____________________________________
Cindy A. Schweitzer, Township Manager/Secretary