

**EAST HEMPFLD TOWNSHIP
BOARD OF SUPERVISORS MINUTES**

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| DATE AND TIME: | March 3, 2021 | 7:00 p.m. |
| ATTENDANCE: | Board Members: | Thomas A. Bennett G. Edward LeFevre H. Scott Russell Andrew C. Weaver W. Scott Wigglesworth |
| | Manager: | Cindy A. Schweitzer |
| | Director of Development Services: | Jon E. Beck |
| | Director of Public Works: | Perry T. Madonna |
| | Police: | Stephen A. Skiles |
| | EMC: | Diane E. Garber |
| | Engineer: | Scott H. Hain |

The Board of Supervisors held an in-person and virtual public meeting using Zoom. The in-person meeting was held at the East Hempfield Township Municipal Building, 1700 Nissley Road, Landisville. The meeting was advertised and the public was permitted to attend in-person or remotely via Zoom (video and audio) along with instructions on how to do so.

Board Members Tom Bennett, Edward LeFevre, Scott Russell, Andy Weaver, Scott Wigglesworth; Twp. Mgr. Cindy Schweitzer, and Director of Development Services Jon Beck were physically present for the meeting. All others attended via remote connection.

Chairman Scott Russell called the meeting to order at 7:00 p.m., followed by a moment of silence and the Pledge of Allegiance.

Chief Fire Official – Introduction of John Kottmyer – first day of employment is March 1st. Mrs. Schweitzer provided a short summary of the process of forming the Hempfield Fire Services Commission, their initial goals with the first being the hiring of a Chief Fire Official. She provided a brief background on John Kottmyer and then an introduction to the Board. The Board expressed their pleasure in reaching this significant milestone in elevating the township’s fire services, and welcomed Mr. Kottmyer to the Hempfield Area. Mr. Bennett commended Mr. Wigglesworth, Mr. LeFevre, Mrs. Schweitzer and Mrs. Garber for their efforts in shepherding this project along. Mr. Kottmyer thanked the Board for the opportunity and is looking forward to helping achieve the goals and objectives of the Fire Services Commission.

Consent Agenda:

- a) Brookside Phase 6-Enterprise Final Plan (19-01.10), Yellow Goose Rd.: Approval of Memorandum of Understanding, Stormwater Management Operations and Maintenance Agreement, and financial security.
- b) Stauffer Property Subdivision Final Plan (18-10.03), 3047 Marietta Ave.: Approval of recording time extension #2.
- c) Invoices from all funds covering 2/20/21 to 3/5/21 & totaling \$381,826.33.
- d) Approval of minutes February 17, 2021

Motion was made by Mr. Bennett and seconded by Mr. LeFevre to *approve* the Consent Agenda as presented. The following roll call vote was taken by the Township Manager: Mr. Bennett – aye; Mr. LeFevre – aye; Mr. Russell – aye; Mr. Weaver – aye; Mr. Wiglesworth – aye. The motion passed (5-0).

Action items:

- a) **Development Services** – none
- b) **2021 Paving bid results and award** – Mrs. Schweitzer provided the list of 2021 Paving Bid Results. Mr. Madonna stated the per/ton numbers were much lower than last year and the township is under budget on both bids. **Motion** was made by Mr. Wiglesworth and seconded by Mr. Weaver to *award* the 2021 paving in place contract to Pennsy Supply Inc. for \$1,042,865.03 and to *award* the 2021 paving material contract to Highway Materials Inc. for \$43,470.00. The following roll call vote was taken by the Township Manager: Mr. Bennett – aye; Mr. LeFevre – aye; Mr. Russell – aye; Mr. Weaver – aye; Mr. Wiglesworth – aye. The motion passed (5-0).
- c) **Adjustment to billing** (East Petersburg Borough regarding Hempfield Area Fire Services Commission and 2021 Township budget for services). Mrs. Schweitzer provided a spreadsheet of the fire services budget and explained the request of East Petersburg Borough to have an adjustment to the 1st quarter invoicing amount due to the hiring timeline of the Chief Fire Official. She reported this has been reviewed by the Public Safety Group and the Admin/Finance Group with the consensus of both groups that this is a reasonable request and should be considered. There was no further Board discussion and there were no public comments or questions. **Motion** was made by Mr. LeFevre and seconded by Mr. Wiglesworth to *adjust* the 1st quarter invoicing amount for East Petersburg Borough from \$8,659 to \$2,886 per their request. The following roll call vote was taken by the Township Manager: Mr. Bennett – aye; Mr. LeFevre – aye; Mr. Russell – aye; Mr. Weaver – aye; Mr. Wiglesworth – aye. The motion passed (5-0).
- d) **Church Street (resident curb/sidewalk cost)** – Level of funding assistance to property owners, from the Township. Mrs. Schweitzer explained the process and provided a spreadsheet itemizing the estimated costs to property owners for the project. All residents and businesses have been contacted either face-to-face or by letter(s). It is next to impossible for the residents to do this on their own as they each would have to individually go to PennDOT to get a highway occupancy permit which is very costly and extremely difficult for an individual to do. The Township is willing to assist with the difference in cost between the prevailing rate bid cost for the sidewalk/curb installation and the rate a private contractor would charge, with the private contractor rate to be determined by market rate provided by the Township engineer when the project is bid. The policy pertaining to resident responsibility was discussed and affirmed, and the Board has no issues with this plan. Mrs. Schweitzer stated that PennDOT will be bidding the project in early 2022.

Old Business - None

New Business - None

Manager's Report/Board Group report out. Mrs. Schweitzer submitted and reviewed a written report for the period covered through March 3, 2021.

Group Reports from Planning and Public Safety were included at the end of the Manager's Report and reviewed.

Other meeting minutes/reports/discussions:

- CLCCOG (1/27) - There will be discussion at the next COG meeting on March 24th on whether to disband the CLCCOG since most of the members of the COG are now members of LIMC. Mrs. Schweitzer seeks direction from the Board regarding the direction they would like to pursue regarding the COG.
- Conditional Use Special Exception changes – Jon Beck reported that staff met with Nick Ebersole and Scott Hain, DM/A, and went over their initial draft. There was good discussion and they are revising their draft. Scott Hain hopes to have that to the Planning Group in the beginning of April.
- Sign Ordinance – Scott Hain has met with several stakeholders and has gathered a lot of different information. DM/A would like to move forward with the Conditional Use discussion and the first set of changes to the Ordinance, and as soon as that's moving through the system, bring the sign changes, right in behind that. They are hoping to come up with some compromises on the changes they are looking to suggest for the Ordinance.

Public Comment (residents or taxpayers of East Hempfield Township) - None

Adjournment

Chairman Russell *adjourned* the meeting at 7:37 p.m.

Respectfully submitted,

Cindy A. Schweitzer, Township Manager/Secretary