

## BOARD OF SUPERVISORS MEETING APRIL 18, 2012

Minutes of the Pequea Township Board of Supervisors meeting held April 18, 2012 at 7:00 p.m. at the Pequea Township Municipal Building, 1028 Millwood Road, Willow Street, PA 17584.

### Present at the meeting were:

Board of Supervisors  
Robert L. Porterfield, Chairman  
Jay Reynolds, Vice-Chairman  
Harry Lehman, Supervisor

### Others present:

Connie Kauffman, Twp. Secretary  
Mark Deimler, Zoning Officer

Sign in Sheet Attached

### ANNOUNCEMENTS:

- The Pequea Township Park & Recreation Board has scheduled Community Day for May 19, 2012 with a rain date of May 20, 2012.
- Effective April 13, 2012, the County of Lancaster has issued a temporary 30-day countywide burn ban on any and all outdoor burning.
- PSATS is collecting items for care packages for our Pennsylvania troops serving abroad. We are asking our residents, our police department, and fire companies who wish to participate to bring donations here to the Township Office from now until Friday, May 4. Pick up a flyer that lists items to donate. We created a donation box and the donations will be taken to the PSATS annual conference for distribution on May 6.

**MINUTES OF PREVIOUS MEETING:** Supervisor Porterfield moved to approve the minutes of the March 21, 2012 Board of Supervisors meeting as printed. Supervisor Reynolds seconded the motion. Supervisor Lehman brought up a discussion about the motions in the first two items under "New Business" did not contain the word "motion." According to PSATS, the intent is there, but Supervisor Lehman asked for the March minutes to be clarified as follows:

Supervisor Porterfield made a motion to clarify that the Pequea Township Board of Supervisors has moved to adopt **Resolution 358-2012** setting the Fees for 2012. Supervisor Lehman seconded the motion. All voted in favor, none opposed.

Supervisor Porterfield moved to clarify that the Pequea Township Board of Supervisors, on March 21, 2012, at their regularly scheduled Board of Supervisors meeting, did authorize and make motion to authorize the Zoning Officer to file a civil action against 242 Marticville Rd. Supervisor Lehman seconded the motion. All voted in favor, none opposed.

Supervisor Porterfield withdrew the previous motion and made a motion to adopt the minutes of March 21, 2012 Board of Supervisors meeting as amended. Supervisor Reynolds seconded the motion. All voted in favor, none opposed.

**TREASURERS REPORT:** A copy of the bill list is on the table. Supervisor Porterfield moved to approve checks #7866 through #7906 of the General Fund, and checks #2240 through #2244 of the Recreation Fund and check #650 of the Street Light Fund and check #100 of the Park Donation Fund. Supervisor Reynolds seconded the motion. All voted in favor. None opposed.

### PUBLIC COMMENTS:

Items not on the agenda:

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Thelma Hodson commented about her election signs which disappeared from her property and were replaced with signs for the opposition.

Supervisor Lehman replied the candidates should just run on their own merit and the property owners should be given proper respect.

John Hickey questioned Supervisors Lehman and Reynolds about their campaign push to not have a Roadmaster be a Supervisor.

Supervisor Lehman responded that he believes a paid township employee should not be a Supervisor.

Supervisor Reynolds stated that Bob applied for the job before he opted to run for Supervisor and he had a right to run for Supervisor.

Tina Virgil asked how we came up with a payment of \$26,000.00 to pay the Bittses.

After discussion, the Board concluded the Bittses came up with their own number through their attorney and presented it to the Solicitor and this can be found in the public record.

### OLD BUSINESS:

1. Update Secretary and Treasurer Job Descriptions – Supervisor Porterfield made a motion that we adopt the new job descriptions as prepared and include them in the Personnel Policy and remove the old job descriptions. Supervisor Lehman seconded the motion. All voted in favor, none opposed.
2. Southern Lancaster County Inter-Municipal Agreement (EMC) – Supervisor Reynolds stated the next meeting is May 23, 2012. A template agreement is being updated and discussed further and will be finalized and taken back to the respective Boards of Supervisors to review, then approve or reject. Tabled until next month.
3. Millwood Road Parallel Stormwater Management – Supervisor Porterfield stated we are still waiting for a drawing and a highway occupancy permit. After discussion, this item was tabled until next month.
4. Penn Grant Rd. & Millwood Rd. intersection – Supervisor Porterfield received a letter of response back from the traffic division of PENNDOT, they are starting the study, and we should allow up to thirty days for the completion of the study. Tabled until next month.

### NEW BUSINESS:

1. Carriage House Drive Paving Bid Acceptance – Supervisor Porterfield stated Highway Materials bid was \$103,638.08 and Long's Asphalt, Inc. was \$103,445.58. Supervisor Porterfield moved to award the contract for Leveling/Wearing Course and Paving Fabric for Carriage House Dr. to Long's Asphalt for a total cost of \$103,445.58. Supervisor Lehman seconded the motion. All voted in favor, none opposed.

Mr. Hickey questioned the paving of Carriage House Drive while repairs to Herrville Road seem to be ignored. Supervisor Porterfield said Scott Boyd was going to help us with walk-around money last year, but now there's nothing available. Supervisor Porterfield explained Item #3 is on our agenda so the Roadmaster can apply for an ARLE grant and correct the drop-off issues.

Supervisor Porterfield said we are concerned about that gutter and have not forgotten about it. Supervisor Lehman said that is why our budget is \$50,000.00 higher this year.

2. MS-4 Annual Report – Supervisor Porterfield moved to direct the Township Engineer to create the 2011 MS-4 Report and authorized the expenditures necessary to pay the Engineer for creating the report. Supervisor Lehman seconded the motion. All voted in favor, none opposed. Supervisor Porterfield explained this is the report that was not filed in 2008 and 2009.

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3. ARLE Grant Application – Following an explanation by Supervisor Porterfield, Supervisor Lehman moved to authorize the Pequea Township Roadmaster to make application for the ARLE (Automated Red Light Enforcement) Grant for 2012. Supervisor Reynolds seconded the motion. All voted in favor, none opposed.
4. Approval for license to operate a junk yard from April 1, 2012 – March 31, 2013 – Supervisor Porterfield moved to grant **License #2012** to Kenneth Jenks to operate a junk yard for the term April 1, 2012 through March 31, 2013 upon receipt of payment. Supervisor Lehman seconded the motion. Following a brief discussion, all voted in favor, none opposed.
5. Following a discussion about outdated content in the Junk Yard Ordinance, Zoning Officer, Mr. Deimler commented that this Ordinance is virtually unenforceable because it's too old and it needs to be updated. Supervisor Lehman moved that we have our Zoning Officer investigate the Ordinance and recommend any changes, corrections, deletions. Supervisor Reynolds seconded the motion. All voted in favor, none opposed.
6. Silver Mine Park Board recommendation for temporary placement of additional port-o-potties – Supervisor Lehman moved that the VanderPlate wedding party be permitted to have two port-a-potties placed in the recreation parking lot for the weekend of June 9. Supervisor Reynolds seconded the motion. All voted in favor, none opposed.
7. Reimbursement Police Legal Fees – Following an explanation about a letter from Conestoga Township in reference to reimbursing Police Legal Fees, Supervisor Lehman moved that in the spirit of good will Pequea Township donate the sum of \$8,700.00 to the Southern Regional Police Commission. The motion died for lack of a second.
8. Resignation of Diane Janney-Schall Citizen Representative (SRPC) – Supervisor Lehman moved to accept the resignation of Diane Janney-Schall Citizen Representative (Southern Regional Police Commission). Supervisor Reynolds seconded the motion. All voted in favor, none opposed. Jackie Johns questioned if there were personal threats made. Supervisor Lehman clarified it was "fear of" personal threats. Ms. Johns asked Chief Fiorill if there was a complaint filed to which he replied, "No."
9. Appointment of new Citizen Representative (Southern Regional Police Commission) – Following a discussion on finding a replacement, the Board of Supervisors decided that they would advertise for the position and in the same notice, advertise the special meeting where the appointment will be made.
10. Annual Rec Alliance Bike Ride Sunday June 24, 2012 – Supervisor Lehman moved to approve the 3rd Annual Rec Alliance Bike Ride on June 24, 2012. Supervisor Reynolds seconded the motion. All voted in favor, none opposed.

### **ADDENDUM:**

1. PSATS Annual Conference – Supervisor Lehman moved to grant the request for the secretary to attend the PSATS Annual Conference for one day May 6, 2012 at a cost of \$25.00. Supervisor Reynolds seconded the motion. All voted in favor, none opposed.

### **DEPARTMENTAL REPORTS:**

**Road Crew** –Report on file. Roadmaster Porterfield explained the Federal Government mandate concerning underground storage tanks. Supervisor Lehman moved that we authorize Supervisor Porterfield as Roadmaster to take the on-line course at a cost of \$179.00. Supervisor Reynolds

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seconded the motion. All voted in favor, none opposed. Roadmaster Porterfield explained the \$29,195.00 of our FEMA/PEMA Tropical Depression Lee money has been received by Pequea Township and the road crew has started some of the work.

**Zoning/Code Officer** – Report on file.

**Southern Regional Police Department** – March Monthly Report is on the table. Officer Ondeck gave the report.

**Southern Regional Police Commission** – March Meeting Minutes are on the table.

**Southern Lancaster County Inter-Municipal Council** – Supervisor Reynolds said there was no meeting.

**Emergency Management Coordinator** – Burn ban in effect.

### ADVISORY BOARD REPORTS:

**Pequea Township Planning Commission** – Meeting held April 5, 2012.

**Pequea Township Zoning Hearing Board** – No meeting held in April.

**Pequea Township Park & Recreation Board** – Meeting held April 11, 2012. Minutes are on the table. The Police Car has arrived and it may be at Community Day.

**MEETING ADJOURNED:** The meeting adjourned at 8:20 p.m.

Respectfully submitted,



Connie Kauffman, Township Secretary

Sign in Sheet

2012-04-18 Board of Supervisors

Patti Lehman

Clyde Thomas

J. [unclear]

Deanna Kall

Bob [unclear]

Barrie Edwards

John & Helen Miller

Thelma Hodson

Daniel & Beahm

Earl Hunter

Paul Weeman

Cybil & Evans Hunt

Donald & [unclear]

MARK & DIANE MAYER

Don [unclear]

Mark Mitchell

Jim Murphy

Jean Biles

Ed Scoll

C Russell Kauffman

[unclear]

Jackie John

Fred Witzner

Johnas Forill

Ursula Forill

Elaine Jones

Bob Fink

Tina L. Virgil

Robert F. Dreyer

Steve Goggin

Juan Goggin

Jane Goggin

John Berg

David & Chris STULL

JON RHODES

DAVE RHODES

John Fiorell

Don & Donna Hess

John & [unclear]