

BOARD OF SUPERVISORS MEETING MARCH 20, 2013

Minutes of the Pequea Township Board of Supervisors meeting held March 20, 2013 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
Harry Lehman, Chairman
Bill Schall, Vice-Chairman
Jay Reynolds, Supervisor

Others present:

Connie Kauffman, Twp. Secretary
Bruce Frymyer, Roadmaster
Sign in Sheet Attached

ANNOUNCEMENTS:

- Public Meetings may be both audio and video recorded.
- The Board of Supervisors held a personnel meeting on Monday, March 4, 2013 for the purpose of interviewing for the Treasurer position.
- There is an open position on the Park & Recreation Board. Letters of Interest may be sent to the township office.

MINUTES OF PREVIOUS MEETING: Supervisor Lehman moved to approve the minutes of February 20, 2013. Supervisor Schall seconded the motion. All voted in favor, none opposed.

TREASURERS REPORT: A copy of the bill list is on the table. Supervisor Lehman moved to approve checks #8327 through #8373 of the General Fund, check #1003 through #1004 from the Street Light Fund, and checks #1019 through #1024 of the Recreation Fund. Supervisor Reynolds seconded the motion. All voted in favor, none opposed.

Supervisor Lehman explained items on the agenda.

PUBLIC COMMENTS:

Martha MacAdam suggested we give a greater explanation on the Agenda Items or reconsider the format of public comments.

Jim Caldwell from Rettew Associates defined MS4 as a Municipal Separate Storm Sewer System. Mr. Caldwell explained MS4 is a Federal/State program that the township is required to comply with and deals with the quality of the stormwater runoff to decrease the pollutants getting into our streams, rivers, bay, etc. Mr. Caldwell fielded questions from the public.

Supervisor Lehman said the cost is \$25,500.00 to begin the MS4 work.

Mr. Caldwell explained Rettew Associates' role in the Comprehensive Plan and New Zoning Ordinance rewrite.

Supervisor Lehman said the Pequea Township Planning Commission is actively working on the Comp Plan and invited the public to attend the upcoming Planning Commission meetings. Mr. Lehman stated the estimated cost of the Rettew Associates work on the Comprehensive Plan Amendment and New Zoning Ordinance rewrite is \$34,550.00.

OLD BUSINESS:

1. Southern Lancaster County Inter-Municipal Agreement (EMC) – Supervisor Reynolds tabled until there is a consensus with the other townships.

NEW BUSINESS:

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1. Letter of Credit Reduction Summerfield – Supervisor Lehman moved to reduce the letter of credit for the Summerfield development by \$265,600.91 to a new amount of \$227,251.89. Supervisor Schall seconded the motion. All voted in favor, none opposed.
2. Authorize to Sign Professional Services Agreement w/Rettew Assoc. – Supervisor Lehman moved to authorize signature of the Professional Services Agreement with Rettew Associates. Supervisor Schall seconded the motion. All voted in favor, none opposed.
3. Authorize Rettew Assoc to Commence MS4 Work – Supervisor Lehman moved to authorize Rettew Associates to commence MS4 work. Supervisor Schall seconded the motion. All voted in favor, none opposed.
4. Updated Driveway Ordinance – Supervisor Lehman moved to authorize the township Secretary with the help of the Solicitor to advertise the Updated Driveway Ordinance. Supervisor Schall seconded the motion. Supervisor Schall read the Zoning Officer's recommendation to improve the current outdated Driveway Ordinance and all voted in favor, none opposed.
Supervisor Lehman moved to set the Driveway Ordinance Hearing date for April 17, 2013 at 6:45 p.m. Supervisor Reynolds seconded the motion. All voted in favor, none opposed.
5. Lanc. Co. Conservation District 2013/14 Memorandum of Understanding – Supervisor Lehman moved to authorize the township Secretary to execute the Memorandum of Understanding between Lancaster County Conservation District and Pequea Township. Supervisor Reynolds seconded the motion. All voted in favor, none opposed. Supervisor Schall asked the Secretary to place the Memorandum of Understanding on the website.
6. Junk Yard License Application April 1, 2013-March 31, 2014 – Supervisor Lehman moved to grant **License #2013** to Kenneth Jenks to operate a junk yard for the term April 1, 2013 through March 31, 2014 upon receipt of payment. Supervisor Schall seconded the motion. Supervisor Reynolds suggested we change the terminology and Mr. Caldwell said the Junk Yard Ordinance can be repealed when the Zoning Ordinance is rewritten. All voted in favor, none opposed.
7. Silver Mine Park Pond Remediation – Supervisor Lehman moved to accept the bid not to exceed \$4,600.00 for the Silver Mine Park Pond Remediation work from Tropical Storm Lee damage to Rhineer Excavating. Supervisor Schall seconded the motion. After an explanation by the Roadmaster, all voted in favor, none opposed.
8. Micro Surfacing / Polypatching Roads out for Bid - Arrowhead Dr, Eckman Rd, Leaman Rd to Lark Ln, Leesburge Dr, Ship Rock Rd. Supervisor Lehman moved to authorize the Roadmaster and township Secretary to advertise the following required bids for: Arrowhead Drive, Eckman Road, Leaman Road, Leesburge Drive, and Ship Rock Road for the purpose of micro-surfacing and poly patching. Supervisor Reynolds seconded the motion. All voted in favor, none opposed.
9. Base Repair, Leveling and Wearing Course out for Bid – Bean Rd – After a brief explanation by the Roadmaster, Supervisor Lehman moved to authorize the Roadmaster and township Secretary to advertise the following required bid for Bean Road for the purpose of base repair and leveling and wearing course. Supervisor Reynolds seconded the motion. All voted in favor, none opposed.
10. Base Repair and Leveling and Wearing Course – Radcliff Rd (from Byerland Church Rd to Linestown Rd & beyond) – The Roadmaster explained Radcliff Road will be done in increments over the next couple of years. Supervisor Lehman moved to authorize the Roadmaster and township Secretary to advertise the required bid for Radcliff Road. The bid is for milling base repair and seal coat. Supervisor Schall seconded the motion. All voted in favor, none opposed.
11. Cold in Place Recycling and Wearing Course Lark Ln – The Roadmaster explained the economical advantages of cold in place recycling. Supervisor Lehman moved to authorize the Roadmaster and

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township Secretary to advertise the following required bid for Lark Lane: cold in place recycling and wearing course. Supervisor Schall seconded the motion. All voted in favor, none opposed.

ADDENDUM

1. Appointment to Park Board- Supervisor Lehman moved to appoint Earl Houghton to the Pequea Township Park Board to fill the unexpired term of Joan Gogoj until January of 2017. Supervisor Reynolds seconded the motion. All voted in favor, none opposed.
2. Comprehensive Plan Amendment and Preparation of the New Zoning Ordinance - Supervisor Lehman moved to authorize Rettew Associates to commence the Comprehensive Plan Amendment and to simultaneously commence the preparation of the New Zoning Ordinance. Supervisor Schall seconded the motion. All voted in favor, none opposed.
3. Hire full-time Employee- Supervisor Lehman moved to hire Lori Leitch as a full-time employee effective March 25, 2013. Supervisor Schall seconded the motion. All voted in favor, none opposed.
Supervisor Lehman moved to set wages for Lori Leitch as follows: starting hourly wage of \$15.50 per hour and after successful six-month review increase her hourly wage to \$16.50 per hour. Supervisor Schall seconded the motion. All voted in favor, none opposed.
Supervisor Lehman moved to appoint Lori Leitch as Township Treasurer effective April 15, 2013. Supervisor Schall seconded the motion. All voted in favor, none opposed.

DEPARTMENTAL REPORTS:

Road Crew – Report on file.

Zoning/Code Officer – Report on file.

Southern Regional Police Department – February Monthly Report is on the table. Officer Grimasuckas delivered the report.

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

Southern Lancaster County Inter-Municipal Council – Supervisor Reynolds

Emergency Management Coordinator –

PEQUEA TOWNSHIP ZONING HEARING BOARD – Hearing held March 5, 2013.

ADVISORY BOARD REPORTS:

Pequea Township Planning Commission – Meeting held February 27, 2013.

Pequea Township Park & Recreation Board – Meeting held March 13, 2013. Minutes are on the table.

MEETING ADJOURNED at 7:59 p.m.

Respectfully submitted,



Connie Kauffman, Township Secretary

2013 03-20 BOS meeting

Carmen Swinehart

Helen + John Miller

Patti Lehman

ROBERT RACE, JR.

Debbie Johns

Elaine Jones

Jim Jorgensen

Ed Kelley

MARTHA MAE ADAM

Richard G. Lemay

Robert J. Briggs

Jim Caswell

Chris Lincoln

Dave Rhoads

Earl Houghton

Cynthia T. Evans-Hart