

## BOARD OF SUPERVISORS MEETING September 17, 2014

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Minutes of the Pequea Township Board of Supervisors meeting held September 17, at 7:00 p.m. at the Pequea Township Municipal Building, 1028 Millwood Road, Willow Street, PA 17584.

**Present at the meeting were:**

Harry Lehman, Chairman  
Rob Reidenbach, Vice-Chairman  
Cynthia Evans-Herr, Supervisor

**Others present:**

Jill Kennedy, Twp. Secretary  
Mark Deimler, Zoning Officer/Twp. Engineer  
Sign-in sheet attached

**ANNOUNCEMENTS:**

- Public Meetings may be both audio and video recorded.
- An Executive Session was held on September 10, 2014 to discuss personnel matters
- An Executive Session was held on September 17, 2014 to discuss personnel matters
- Friends of the Southern Regional Police Department Classic Car show on Main Street in Conestoga, September 27th
- Pequea Church will host a 5K Run October 4, 2014.
- There is a vacancy – Park and Recreation Board

**MINUTES OF PREVIOUS MEETING** Chairman Lehman moved to approve the minutes of the August 20, 2014 regular meeting. Supervisor Evans-Herr seconded the motion. All voted in favor, none opposed.

**TREASURERS REPORT:** Chairman Lehman moved to approve checks #9192-9233 from the General Fund, checks #1139-1147 from the Recreation Fund, and check #1023 from the Street Light Fund. Supervisor Evans-Herr seconded the motion. All voted in favor, none opposed.

**PRESENTATION:** A Citizen's Merit Award was presented to Dennis Kianka for his aid with extinguishing a fire on Nolt Avenue. Andy Rhine was not present to accept his award.

**POLICE REPORT:** Officer Ferrell read the police report.

**PUBLIC COMMENTS:** None

**ASCERTAINMENT PROCEEDING:**

The Pequea Township Board of Supervisors gave residents the opportunity to identify future cable related needs and discuss Comcast's performance.

Barry Acker commented that he would like the fire companies to have the benefit of the free cable and internet package added to the proposal. He explained that the fire companies had been mistakenly omitted from the last agreement and cannot receive the free internet. Chairman Lehman said that he would see that the township request that the fire companies be added to the list of recipients of free cable and internet service as part of the new agreement.

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### OLD BUSINESS:

1. Resolution \_\_\_-2014 – Legal Liaison – Vice Chairman Reidenbach moved to adopt a resolution 409-2014. (Whereas, the Board of Pequea Township Supervisors have determined that the orderly and fiscally prudent administration of the Township would benefit from the designation of a legal liaison and the establishment of a policy for communication with legal counsel for the Township; NOW, THEREFORE, BE IT RESOLVED that The Pequea Township Board of Supervisors, at their annual reorganization meeting, shall designate one member of the Board as the legal liaison. The legal liaison shall function as the principal and exclusive point of contact for matters pertaining to legal representation of the Township between the Township and the Township Solicitor, Insurance Counsel or Special Counsel appointed from time to time to represent the Township. No other person shall communicate directly with legal counsel for the Township on matters pertaining to legal representation of the Township without prior authorization of the legal liaison) as read. Chairman Lehman seconded the motion. Chairman Lehman and Vice Chairman Reidenbach voted aye. Supervisor Evans-Herr voted no.

### NEW BUSINESS:

1. Authorize Secretary to advertise – Township Secretary Position – Chairman Lehman moved to authorize the township secretary to advertise for the township secretary, assistant treasurer and receptionist/clerk positions. Supervisor Evans-Herr seconded the motion. All voted in favor, none opposed.
2. Willow Run – Highway Occupancy Permit Recording Document – Chairman Lehman moved to authorize the Chairman to sign PA DOT form 945 RC to permit the stormwater drainage facility highway occupancy permit to be recorded in the recorder of deeds office. Vice Chairman Reidenbach seconded the motion. Chairman Lehman and Vice Chairman Reidenbach voted aye, Supervisor Evans-Herr abstained. (see attached letter)
3. Letter of Credit – Penn Grant Commons – Chairman Lehman moved to accept the letter of credit in the amount of \$747,270.15 from Oak Hill Partners for Penn Grant Commons Phase 1 and to authorize the secretary to complete Appendix 27 notice of acceptance of an improvement guarantee. Vice Chairman Reidenbach seconded the motion. Chairman Lehman and Vice Chairman Reidenbach voted aye, Supervisor Evans-Herr abstained. (see attached letter)
4. Stormwater Management Agreement -- Penn Grant Commons – Chairman Lehman moved to authorize the Chairman to sign the Oak Hill Partners Stormwater Management Agreement for Penn Grant Commons Phase 1. Vice Chairman Reidenbach seconded the motion. Chairman Lehman and Vice Chairman Reidenbach voted aye, Supervisor Evans-Herr abstained. (see attached letter)
5. 2nd Driveway Request – 948 West Penn Grant Road – Matthew and Rebecca McCall – Supervisor Evans- Herr moved approve the request by Matthew and Rebecca McCall for the second driveway at 948 West Penn Grant Road which is a township road. Chairman Lehman seconded the motion. Supervisor Evans-Herr withdrew her motion. Chairman Lehman withdrew his second. Supervisor Evans-Herr moved to approve the request by

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Matthew and Rebecca McCall for the second driveway at 948 West Penn Grant Road a township road with the following conditions: 1. The applicant obtain a driveway permit from Pequea Township and reimburse Pequea Township for all costs relating to this waiver. 2. The applicant provide a minimum of 292 feet of safe stopping distance for the proposed driveway location. 3. The applicant shall trim the tree branches to the left of the proposed driveway location to provide adequate visibility. 4. The applicant shall relocate the current mailbox from the existing driveway so that it is adjacent to the proposed driveway but in a manner as to not interfere with the sight distance. 5. The applicant shall obtain a stormwater management permit for the construction of the driveway. Chairman Lehman seconded the motion. All voted in favor, none opposed.

6. Property Maintenance Code Violation 1 Lark Lane – Chairman Lehman moved to authorize the Code Enforcement Officer to initiate further proceedings against Wells-Fargo Bank if Well-Fargo Bank does not adhere to the Property Maintenance Code Notice of Violation regarding weeds in the swimming pool violation within the specific time frame. Vice Chairman Reidenbach seconded the motion. All voted in favor, none opposed.
7. Consideration of SLSA Additional Sewage EDU Request – Vice Chairman Reidenbach moved that the township ask for 70 additional EDUs. Supervisor Evans-Herr seconded the motion. All voted in favor, none opposed.
8. Adoption of Minimum Municipal Obligation (MMO) for 2015 Pension Plan – Chairman Lehman moved to accept the Minimum Municipal Obligation MMO for the 2015 Non Uniform Pension Plan. Supervisor Evan-Herr seconded the motion. All voted in favor,
9. Schedule Dates for Budget Workshops and Final Budget Adoption Meeting and Authorize Secretary to Advertise – Chairman Lehman moved to direct the secretary to advertise 3 budget workshop and to conduct any other necessary township business on October 21, 2014 at 9am, November 4, 2014 at 9am and November 12, 2014 at 9 am. Supervisor Evans-Herr seconded the motion. All voted in favor, none opposed. Chairman Lehman moved to direct the secretary to advertise the 2015 Budget Adoption meeting for December 9, 2014 at 7pm and to conduct any other necessary township business. Supervisor Evans-Herr seconded the motion. All voted in favor, none opposed.
10. Request to use Silver Mine Park after dark – Mike Hollinger – Chairman Lehman moved to give Michael Hollinger permission to use the Silver Mine Park for telescope use under the following conditions: 1. He must sign out a key 2. He must read and sign Park Rules 3. He must lock the chain going in and out of the park. 4. He must contact the township and police 24 hours prior to using the park. 5. This will be in effect for the period 9-17-2014 to 12-31-2014. Supervisor Evans-Herr 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** – August Meeting Minutes are on the table.

**Southern Regional Police Commission** –August Report is on the table.

**Southern Lancaster County Inter-Municipal Council** – No meeting

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**Emergency Management Coordinator –**

**PEQUEA TOWNSHIP ZONING HEARING BOARD**– Hearing held September 2, 2014.

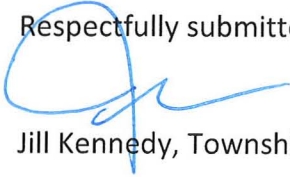
**ADVISORY BOARD REPORTS:**

**Pequea Township Planning Commission** –Meeting held August 27, 2014.

**Pequea Township Park & Recreation Board** – September 10, 2014.

**MEETING ADJOURNED** at 7:45 p.m.

Respectfully submitted,



Jill Kennedy, Township Secretary

9/17/2014 BOS Sign In

Patricia Selman  
Donald Horst  
Clyde Thomas  
Sandy Kinn  
Bill Schall  
Tina Yinger  
Lynwood Eberich  
Elaine Jones  
Bany Aches