

BOARD OF SUPERVISORS SPECIAL MEETING May 3, 2016

Minutes of the Pequea Township Board of Supervisors special meeting held May 3, 2016, at 9:00 a.m. at the Pequea Township Municipal Building, 1028 Millwood Road, Willow Street, PA 17584.

Present at the meeting were:

Cynthia Evans-Herr, Chair
William Schall, Vice-Chair
Robert Race, Supervisor

Others present:

Michael Pykosh, Township Solicitor
Lori Ann Leitch, Township Secretary-Treasurer
Bruce Frymyer, Township Roadmaster
Sign-in sheet attached

ANNOUNCEMENTS

- Public Meetings may be both audio and video recorded.
- There is a vacancy on the Board of Auditors. Letters of interest should be submitted directly to the Township.
- Public Meetings to review the Articles of Agreement governing the Southern Regional Police Commission and Southern Regional Police Department will be held May 5, June 2, and July 7, 2016 at 7:00 p.m. at the Conestoga fire hall.

PUBLIC COMMENTS: A reasonable opportunity for public comment will be provided before the Board of Supervisors takes official action on an item. Public comment on items included on the agenda will be taken at the appropriate time. Public comment on items not included on the agenda will be taken tonight. Please come to the podium and limit your comments to three minutes so that others can speak if they wish. Please give your name and address for the minutes. The first and foremost priority of this meeting is to publicly conduct Pequea Township business. In that effort, I sincerely ask everyone in attendance to stay focused on what is of best interest of our township and during that process be respectful toward other people's comments, concerns and/or feelings. Expression of personal feelings of disrespect or disruption of this meeting is not an option.

Items not on the agenda:

Roadmaster Bruce Frymyer notified the Board of the deteriorating condition of one of the trucks and asked them to consider replacing it. Chair Evans-Herr instructed the Secretary to add this item to New Business on the May 18, 2016 agenda.

OLD BUSINESS:

1. Document retention and destruction plan for 2016 – Chair Evans-Herr moved to table Item 1 until the next meeting. Vice-Chair Schall seconded the motion. All voted in favor, none opposed.
2. Pequea Township Chart of Accounts – Chair Evans-Herr moved to authorize the Treasurer to revise the Chart of Accounts as necessary to comply with the DCED standard during the 2017 budget process. Vice-Chair Schall seconded the motion. All voted in favor, none opposed.

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3. Establish Capital Reserve and Operating Reserve Accounts - Chair Evans-Herr moved to table Item 3 until the next meeting. Vice-Chair Schall seconded the motion. All voted in favor, none opposed.
4. Authorize signage for Equestrian Estates Horse Farm Bed & Breakfast – Chair Evans-Herr moved to table Item 4 until the next meeting. Vice-Chair Schall seconded the motion. All voted in favor, none opposed.
5. Municipal Trash Haulers Ordinance – Chair Evans-Herr moved to table Item 5 until the next meeting. Vice-Chair Schall seconded the motion. All voted in favor, none opposed.
6. Snow Removal Contracts for Vendors – Chair Evans-Herr moved to table Item 6 until the next meeting. Vice-Chair Schall seconded the motion. All voted in favor, none opposed.
7. Burning Ordinance – Chair Evans-Herr moved to table Item 7 until the next meeting. Vice-Chair Schall seconded the motion. All voted in favor, none opposed.
8. Consider Rental Ordinance – Chair Evans-Herr moved to table Item 8 until the next meeting. Vice-Chair Schall seconded the motion. All voted in favor, none opposed.
9. Pequea Township seat on the Suburban Lancaster Sewer Authority - Chair Evans-Herr moved to table Item 9 until the next meeting. Vice-Chair Schall seconded the motion. All voted in favor, none opposed.
10. Radcliff Road Bridge - Chair Evans-Herr moved to table Item 10 until the next meeting. Vice-Chair Schall seconded the motion. All voted in favor, none opposed.

NEW BUSINESS:

1. Consider enforcement action for Zoning Ordinance violation at 5 Dogwood Lane – Chair Evans-Herr moved to authorize the Zoning Officer to file a citation with the Magisterial District Justice. Supervisor Race seconded the motion. All voted in favor, none opposed.
2. Consider Willow Run Phase 1 Bond Reduction Request #1 – Chair Evans-Herr moved to amend the meeting minutes with Solanco Engineering Associates LLC's letter dated April 21, 2016 regarding Willow Run Phase 1 Bond Reduction Request #1. Vice-Chair Schall seconded the motion. All voted in favor, none opposed.

Chair Evans-Herr moved to authorize the Secretary to contact the Zoning Officer regarding the additional charge to be collected as a penalty pursuant to the 2016 Pequea Township Fee Resolution for the construction of a shed without a permit as referenced in Item 13 of Solanco Engineering Associates LLC's letter. Vice-Chair Schall seconded the motion. All voted in favor, none opposed.

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Chair Evans-Herr moved to have the street barricades referenced in Item 10 of Solanco Engineering Associates LLC's letter installed per the specifications of the approved plan, and to deny the modification proposed by the contractor, D.H. Funk. Supervisor Race seconded the motion. All voted in favor, none opposed.

Vice-Chair Schall moved to accept Solanco Engineering Associates LLC's recommendation to reduce the bond amount to \$27,423.23. Chair Evans-Herr seconded the motion. All voted in favor, none opposed.

3. Adopt Resolution #437-2016 amending Fee Resolution #431-2016 to include On-Lot Sewage Pumper registration fee of \$75.00 – Chair Evans-Herr moved to adopt Resolution 437-2016 whereas the Township decides to revise the fees charged in connection with the administration of the Township Zoning Ordinance and other fees associated with the administration of the Township to include the pumper registration fee of seventy-five dollars (\$75.00). Vice-Chair Schall seconded the motion. All voted in favor, none opposed.

4. Consider rate increase for Bruce Frymyer, Roadmaster, from \$23.00 to \$24.00/hr – Supervisor Race moved to approve a rate increase from \$23.00 to \$24.00/hr for Roadmaster Bruce Frymyer. Chair Evans-Herr seconded the motion. During discussion, Vice-Chair Schall made the Board aware Roadmaster Frymyer had not received an increase in over two years. Supervisor Race withdrew his original motion and Chair Evans-Herr withdrew her second. Supervisor Race then moved to approve a rate increase from \$23.00 to \$25.00/hr for Roadmaster Frymyer. Chair Evans-Herr seconded the motion. All voted in favor, none opposed.


5. Set date and time for Road Bid Opening – Chair Evans-Herr moved to set the date for the Road Bid Opening for May 11, 2016 at 10:00 AM and authorized the Roadmaster and Secretary to facilitate the Bid Opening. Vice-Chair Schall seconded the motion. All voted in favor, none opposed.

6. Consider Flagpole Committee request to release donated funds for next phase of project – Barry Acker presented the plans for the stone wall to be constructed behind the flagpole at Silver Mine Park. Vice-Chair Schall moved to grant the Flagpole Committee's request to release donated funds for the next phase of the project not to exceed one thousand dollars (\$1,000.00). Supervisor Race seconded the motion. All voted in favor, none opposed.

7. Hire and set rate for Carroll B. Herr, part-time Road Crew – Supervisor Race moved to hire Carroll B. Herr as a part-time Road Crew employee at a starting rate of \$12.00/hr. Chair Evans-Herr seconded the motion. All voted in favor, none opposed.

MEETING ADJOURNED

Respectfully submitted,

 Township Secretary