

## BOARD OF SUPERVISORS MEETING November 10, 2016

---

Minutes of the Pequea Township Board of Supervisors Budget Workshop III held at 9:00 AM on November 10, 2016 at the Pequea Township Municipal Building, 1028 Millwood Road, Willow Street, PA 17584.

### Present at the meeting were:

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

### Others present:

Lori Ann Leitch, Secretary-Treasurer  
Sign-in sheet attached

**BUDGET WORKSHOP III** called to order at 9:05 AM.

### Pledge of Allegiance

### ANNOUNCEMENTS

- Public Meetings may be both audio and video recorded.
- Individuals interested in filling the vacant seat on the Board of Auditors should submit a letter of intent to the Township.
- The budget adoption hearing is scheduled for December 12, 2016 at 7PM.

### 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 lectern and limit your comments to three minutes so that others can speak if they wish. Additional time may be granted at the Board's discretion. 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 towards 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:

Jackie Johns of 23 Pine Lane asked the length of time political campaign signs are allowed to be on display after the election. Supervisor Race responded two weeks.

### OLD BUSINESS:

1. Document retention and destruction plan for 2016 - Chair Evans-Herr moved to table this item. Vice-Chair Schall seconded the motion. All voted in favor; none opposed.
2. Establish Capital Reserve and Operating Reserve Accounts – Chair Evans-Herr moved to table this item. Vice-Chair Schall seconded the motion. All voted in favor; none opposed.
3. Municipal Trash Haulers Ordinance - Chair Evans-Herr moved to table this item. Vice-Chair Schall seconded the motion. All voted in favor; none opposed.
4. Burning Ordinance – Chair Evans-Herr moved to table this item. Vice-Chair Schall seconded the motion. All voted in favor; none opposed.

## BOARD OF SUPERVISORS MEETING November 10, 2016

---

5. Pequea Township seat on the Suburban Lancaster Sewer Authority – Chair Evans-Herr moved to table this item. Vice-Chair Schall seconded the motion. All voted in favor; none opposed.
6. Radcliff Road Bridge – Chair Evans-Herr moved to table this item. Vice-Chair Schall seconded the motion. All voted in favor; none opposed.
7. Comcast Franchise Fee Agreement Renewal – Update – Chair Evans-Herr moved to table this item. Vice-Chair Schall seconded the motion. All voted in favor; none opposed.
8. Review core sample analysis of Herrville Road – Chair Evans-Herr moved to table this item. Vice-Chair Schall seconded the motion. All voted in favor; none opposed.
9. Review Noise Ordinance – Chair Evans-Herr moved to table this item. Vice-Chair Schall seconded the motion. All voted in favor; none opposed.
10. Review Curfew Ordinance - Chair Evans-Herr moved to table this item. Vice-Chair Schall seconded the motion. All voted in favor; none opposed.
11. Consider purchase of a Crew Cab truck – Chair Evans-Herr moved to pay cash to Reading Equipment for the existing nine-foot body, lease-purchase a 2017 Chevrolet Silverado 3500HD Crew Cab with a nine-foot frame financed by Fulton Leasing, have Mellinger Manufacturing fabricate an aluminum flatbed for the 2016 Chevrolet Silverado 3500HD Double Cab to be used at the park, and receive reimbursement from Fulton for the purchase of the nine-foot body upon the commencement of the lease. Supervisor Race seconded the motion. All voted in favor; none opposed.

### NEW BUSINESS:

1. Accept the Resignation of the Roadmaster – Chair Evans-Herr moved to accept the resignation of Jeff Fry from the Roadmaster position. Vice-Chair Schall seconded the motion. Chair Evans-Herr and Vice-Chair Schall voted aye; Supervisor Race voted nay.
2. Reinstate full-time Road Crew employee – Chair Evans-Herr moved to reinstate Jeff Fry as a full-time Road Crew employee. Vice-Chair Schall seconded the motion. All voted in favor; none opposed.
3. Review Proposed Budget for 2017

### General Fund:

Vice-Chair Schall recommended replacing drives as they fail instead of replacing the server, changing 407.210 Computer Hardware – Office from four thousand five hundred dollars (\$4,500.00) to five hundred dollars (\$500.00).

## BOARD OF SUPERVISORS MEETING November 10, 2016

---

Chair Evans-Herr recommended increasing 408.313 Engineering Services – MS4 from twenty-five thousand dollars (\$25,000.00) to thirty-one thousand dollars (\$31,000.00) to cover a Pollution Reduction Plan.

**The Board recessed at 11:15 AM and reconvened at 11:20 AM.**

### **State Highway Fund:**

Chair Evans-Herr moved to apply the fifty thousand seven hundred dollars (\$50,700.00) received as a Fair Share Traffic Contribution from Oak Hill Partners, the developer of Penn Grant Commons, to the repair expense of West Willow Road and further moved to add Pleasant View Drive to the 2017 road project list at a cost of forty-two thousand six hundred dollars (\$42,600.00) to be paid out of Liquid Fuels tax revenue. Vice-Chair Schall seconded the motion. All voted in favor; none opposed.

### **General Fund (continued):**

Chair Evans-Herr and Vice-Chair Schall agreed to increase 310.100 Real Estate Transfer Tax from eighty-five thousand dollars (\$85,000.00) to ninety-seven thousand five hundred dollars (\$97,500.00).

Chair Evans-Herr and Vice-Chair Schall agreed to change 361.324 Summerfield Building Lot Fee from zero (\$0.00) to eighteen thousand dollars (\$18,000.00).

The Board discussed possibly raising the millage rate. An increase of .25 mills would change 301.100 Real Estate Taxes – Current from five hundred eighty-three thousand three hundred ninety-nine dollars and fifty-eight cents (\$583,399.58) to six hundred sixty thousand three hundred fifty-seven dollars and forty-nine cents (\$660,357.49).

Chair Evans-Herr advocated reviving the Pequea Pulse newsletter. To account for this expenditure, Printing 402.232 was changed from eight hundred dollars (\$800.00) to two thousand eight hundred dollars (\$2,800.00) and Postage 402.250 went from two thousand six hundred dollars (\$2,600.00) to three thousand dollars (\$3,000.00).

Vice-Chair Schall questioned the proposed reduction in the Cable Franchise Fee 321.800. The Treasurer explained the preliminary audit suggests the Township might be receiving payments for a neighboring municipality's subscribers. The Board concluded the recent growth in the Township will compensate for the erroneous payments. The line item was increased from sixty thousand dollars (\$60,000.00) to sixty-three thousand dollars (\$63,000.00).

Chair Evans-Herr moved to approve the changes to the proposed budget as discussed. Vice-Chair Schall seconded the motion. All voted in favor; none opposed.

### **Southern Regional Police Commission**

Chair Evans-Herr moved to authorize the Secretary to notify Special Counsel Adam Santucci of the Pequea Township Board of Supervisors' unanimous decision to send a letter to Conestoga Township

## BOARD OF SUPERVISORS MEETING November 10, 2016

---

requesting the termination of the Southern Regional Police Commission under the following conditions:

- Conestoga Township surrenders the Southern Regional Police Department and all of its assets to Pequea Township.
- Conestoga Township purchases police services from Pequea Township starting in 2018.
- The headquarters of the Southern Regional Police Department remains at its current location.

Vice-Chair Schall seconded the motion. All voted in favor; none opposed.

Chair Evans-Herr moved to adjourn the meeting. Supervisor Race seconded the motion. All voted in favor; none opposed.

**MEETING ADJOURNED** at 1:42 PM.

Respectfully submitted,



Lori Ann Leitch, Secretary-Treasurer