

BOARD OF SUPERVISORS MEETING-December 21, 2022

Minutes of the Pequea Township Board of Supervisors meeting held at 7:10 pm on December 21, 2022 at the Pequea Township Municipal Building.

Present at the meeting were:

Harry Lehman, Chairman
Tom Haas, Vice-Chairman
E. John Hlavacek, Supervisor
Eric Lucas, Supervisor
Mike Novak, Supervisor

Evie Birkenbine Jason Topper
Kate Black John Birkenbine
Dawn Rineer Chief Michener
Elaine Walmer Mike Thomas
Ken Stauffer Brad Shenk
Martin Harnish Jeff Kreider
Henry King John Pogue
Scott Edwards Jackie Johns
Mike Rhyneer
Rob Reidenbach-Twp, Asst./Rec. Sec.

- **CALL TO ORDER:** Chairman. Lehman called the meeting to order at 7:10 PM.

Pledge of Allegiance

ANNOUNCEMENTS:

- Public meetings may be both audio and video recorded.
- Supervisor Lehman, Supervisor Haas, and Mark Deimler met with representatives of the Catherine Hershey Foundation Friday, December 9, 2022 at 9:00 am at the Municipal Building.
- An Executive Session was held to discuss legal and personnel matters on Saturday 12/10 at 9:30 am at the Municipal Building.
- There are openings to be filled on the Pequea Township Zoning Hearing Board, Planning Commission and Vacancy Chair. Letters of Intent can be mailed, emailed or dropped off at the Municipal Building.
- Christmas Trees can be dropped off at Silver Mine Park (see document on public table) beginning 12/26/22-1/31/23 daily from dawn to dark.

MINUTES of PREVIOUS MEETINGS:

- Consider approving the minutes of the November 9, 2022 BOS Pre-Bid Meeting for Salt Shed

Supervisor Lucas moved to approve the minutes of the November 9, 2022 Pre-Bid Meeting for the Salt Shed. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

- Consider approving the minutes of the November 16, 2022 BOS Bid Opening Meeting for Salt Shed

Supervisor Lucas moved to approve the minutes of the November 16, 2022 BOS Bid Opening Meeting for Salt Shed. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

- Consider approving the minutes of the November 16, 2022 Board of Supervisors Meeting

Supervisor Lucas moved to approve the minutes of the November 16, 2022 Board of Supervisors Meeting. Chairman Lehman seconded the motion. All voted in favor; none opposed.

TREASURER'S REPORT: A copy of the bill list is on the table

Checks #14271-14335 from the General Fund/ checks #1979-1987 from the Recreation Fund/ check #76 from the Escrow Fund and check #1015 from the American Rescue Fund.

Chairman Lehman moved to approve checks #14271-14335 from the General Fund, checks # 1979-1987 from the Recreation Fund/check #76 from the Escrow Fund and check #1015 from the American Rescue Fund. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

Chairman Lehman gave a synopsis of the 12 agenda items.

PUBLIC COMMENTS:

ITEMS ON THE AGENDA: none

ITEMS NOT ON THE AGENDA:

- Brad Shenk, speaking on behalf of the New Danville Fire Company, asked the BOS to write a letter requesting the Lancaster Fire Foundation not solicit donations from Pequea Township residents as it conflicts with their fundraising efforts.
- *Mike Thomas of New Danville Fire Co. asked the BOS to consider paying for gas used by both fire companies. Chairman Lehman noted that this should be an agenda item for the January 2023 BOS meeting.

*Chairman Lehman moved that we add an addendum item to discuss sending a letter to the Lancaster City Fire Foundation in regards to their recent mailing to our zip codes. Supervisors Lucas and Novak seconded the motion. All voted in favor; none opposed.

OLD BUSINESS:

1. **Consider advertising and scheduling a hearing for Small Wireless Facilities in Public Streets /Right of Ways Ordinance**

Supervisor Lucas moved the Pequea Township BOS set a hearing date for the Small Wireless Facilities in Public Streets/Right of Ways Ordinance to be held at the Township Building on Wednesday, January 18, 2023 at 6:30 pm and to direct the township secretary to duly advertise the hearing. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

2. **Consider approval of extension/modification of SWM Plan for 324 N. Mt. Hope School Road-Henry King**

Chairman Lehman moved to conditionally approve the following stormwater management plan modifications:

1. Section 506 Volume Control Requirements on the condition that the applicant provide a DEP water quality analysis for review and approval by the Township Engineer.
2. Section 401.1 A Plan Scale

Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

Chairman Lehman moved to conditionally approve the stormwater management plan subject to the Solanco Engineering Associates review letter dated December 12, 2022. He also moved that the Chairman be authorized to sign all agreements and the plans when appropriate.

Supervisor Novak seconded the motion. All voted in favor; none opposed.

Chairman Lehman moved to allow the phasing of the financial security as this project does not propose any additional structures or impervious surface; and the sole purpose of the project is to minimize soil erosion on the farm by implementing conservation practices. The applicant shall submit cost opinions for Phase 2 and Phase 3 improvements for approval by the Township Engineer prior to conducting work in the areas outlined in Phase 2 and 3 on the approved plan.

Supervisor Lucas seconded the motion. All voted in favor; none opposed.

NEW BUSINESS:

1. Consider SWM Plan for 2256 New Danville Pike- Kate Black

Supervisor Novak moved to conditionally approve the stormwater management plan modifications:

1. Section 505.3-Basin Design
2. Section 402.11/12-Dewatering Time
3. Section 501.18E-Carbonate Geology Report
4. Section 506.1.3-Loading Ratios

Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

Supervisor Novak moved to allow phasing of the financial security as this project does not propose any additional structures or impervious surface; and the sole purpose of the project is to minimize soil erosion on the farm by implementing conservation practices. The applicant shall submit cost opinions for Phase 2 and 3 improvements for approval to the Township Engineer prior to conducting work in the areas outlined as Phase 2 and 3 on the approved plan.

Chairman Lehman seconded the motion. All voted in favor; none opposed.

Supervisor Novak moved to conditionally approve the stormwater management plan subject to the Solanco Engineering Associates review letter dated December 12, 2022. He also moved that the Chairman be authorized to sign all required agreements and the plans when appropriate.

Supervisor Lucas seconded the motion. All voted in favor; none opposed.

2. Consider Letter of Credit Reduction Requests for Willow Acres: Stage1, reduction3, Stage 2, reduction 3; Stage 3, reduction 3

Supervisor Lucas moved the Pequea Township BOS approve Letter of Credit Reduction Request#3 for Willow Acres-Stage 1, Letter of Credit #924-Mid Penn Bank, reducing the letter of credit by \$17,019.00 and establishing the new amount equal to \$99,642.82 which includes the 10% contingency factor as calculated as a percent of remaining improvements, as recommended by Solanco Engineering Associates letter dated November 15, 2022.

Chairman Lehman seconded the motion. All voted in favor; none opposed.

Supervisor Lucas moved the Pequea Township BOS approve Letter of Credit reduction Request #3 for Willow Acres-Stage 2, Letter of Credit #966-Mid Penn Bank, reducing the letter of credit by \$72,729.48 and establish the new amount equal to \$479,321.08 which includes the 10% contingency factor as calculated as a percent of remaining improvements, as recommended by Solanco Engineering associates letter dated November 15, 2022.

Supervisor Novak seconded the motion. All voted in favor; none opposed.

Supervisor Lucas move the Pequea Township BOS approve Letter of Credit Reduction Request #3 for Willow Acres-Stage 3, Letter of Credit #965-Mid Penn Bank, reducing the letter of credit by \$20,467.02 and establish the new amount equal to \$153, 679.69 which included the 10% contingency factor as calculated as a percent of remaining improvements, as recommended by Solanco Engineering Associates letter dated November 15, 2022.

Chairman Lehman seconded the motion. All voted in favor; none opposed.

3. Consider transfer of funds and purchase of CD's-all via Resolution

a. Operating Reserve purchase CDs'-Resolution #624-2022

Chairman Lehman moved the BOS pass Resolution **#624-2022**, a resolution of the Board of Supervisors of the Township of Pequea, Lancaster County, Pennsylvania, authorizing the purchase of certificates of deposit. The BOS hereby authorizes the treasurer to transfer unencumbered operating reserve fund monies in the amount of \$310,000 to purchase two certificates of deposit of \$155,000 each.

Supervisor Novak seconded the motion. All voted in favor; none opposed.

b. General Fund surplus transfer to Capital Reserve-Resolution #625-2022

Chairman Lehman moved to pass Resolution **#625-2022**, a resolution of the Board of Supervisors of the Township of Pequea, Lancaster County, Pennsylvania, authorizing the transfer of unencumbered monies from the General Fund to the Capital Reserve Fund; whereas the Board wishes to transfer \$456,386 to the Capital Reserve Fund for future expenses. Supervisor Novak seconded the motion. All voted in favor; none opposed.

c. Establish separate West Penn Grant Road Bridge Fund in PLGIT-Resolution #626-2022

Chairman Lehman moved to pass Resolution **#626-2022**, a resolution of the Board of Supervisors of the Township of Pequea, Lancaster County, Pennsylvania, to transfer encumbered monies from the PLGIT Capital Reserve Fund into a separate earmarked PLGIT account for the West Penn Grant Road

bridge, whereas the Board wishes to establish this fund with the transfer of \$75,298.67. Supervisor Novak seconded the motion. Supervisor Hlavacek noted that the cost would be much higher as the bridge may need to be wider, higher and longer when work commences in the future. All voted in favor; none opposed.

4. Consider hiring a part-time Pequea Township Police Officer

This item was tabled until the January, 2023 BOS meeting

5. Set 2023 wages for part-time Pequea Township Police Officer

Vice-Chairman Haas moved to set the wages for the part time Pequea Township Police Officers at \$25.50 per hour starting 1/1/2023. Chairman Lehman seconded the motion. All voted in favor; none opposed.

6. Consider purchasing a new Police Vehicle

Chairman Lehman moved that we instruct Chief Michener to go ahead and purchase the police car at an expense of approximately \$55,000.00. Supervisor Noivak seconded the motion. All voted in favor; none opposed.

7. Consider approval of 2023 Uniformed Employee Revised Minimum Municipal Obligation

Supervisor Novak moved to adopt resolution **#627-2022**, a resolution of the Board of Supervisors of Pequea Township, Lancaster County, Pennsylvania, establishing a policy for the procurement of professional services for the uniformed employee pension plan. This resolution will supersede resolution #616-2022. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

8. Consider request of Kaitlyn Keller to have wedding nuptials at Silver Mine Park 10/28/23

Supervisor Novak moved to grant the request of Kaitlyn Keller to have her wedding nuptials at the Silver Mine Park on 10/28/2023. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

9. Consider approval of quote to replace 8 new windows in Township Building

Vice-Chairman Haas moved to approve Prime Builder Services of Willow Street, PA to replace and install 8 new windows in the Township shop at an approximate cost of \$13,420.00. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

10. Consider approval of quote to paint the Township Building

Vice-Chairman Haas moved to approve Prestige Painting of Kinzers, PA to prep and paint the shop exterior walls and the vinyl siding portion of the office area for a cost of approximately \$13,000.00. Chairman Lehman seconded the motion. All voted in favor; none opposed.

***11. Addendum: Discuss sending a letter to the Lancaster Fire Foundation**

Chairman Lehman moved that we instruct the fire company liaison, Mike Novak, to prepare and send a letter to the Lancaster Fire Foundation stating our concerns on soliciting funds from our residents. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

REPORTS/UPDATES:

Pequea Township Police Report- Chief's October & November report on table

Pequea Township Road Department- Road Department November update

Lancaster Inter-Municipal Committee- Representative's Update, next meeting December 22, 2022.

Supervisor Hlavacek discussed the county's plan for a bike sharing program.

Suburban Lancaster Sewer Authority- Representative's Update-Meeting held December 15, 2022

Zoning/Code Enforcement Officer-Reports on file

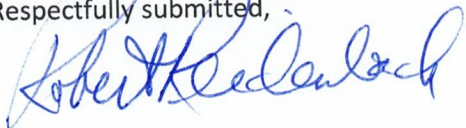
Pequea Township Zoning Hearing Board-no meeting in December

Pequea Township Planning Commission-no meeting in November

Pequea Township Safety Committee-Representative's update

Meeting adjourned at 8:08 pm

Respectfully submitted,



Robert Reidenbach, Township assistant/recording secretary

Pequea Township Board of Supervisors
6:30pm Budget Adoption Hearing &

7:00pm December 21, 2022, Monthly Meeting

Pequea Township Municipal ~~Office~~ Building

Sign In
Sheet

Name & Address or Company

1. Scott Edwards
2. John & Eve Birkenbine
3. Jeff Kleider
4. ~~for TWP~~
5. John Poque - Landvision LLC
6. Mike Thomas
7. J. Martin Hornish
8. Mike Rhinier Jr
9. Henry B King
10. B. Sitar
11. Elaine Walmer