

# **BOARD OF SUPERVISORS MEETING MINUTES | February 19, 2020 7:00 PM**

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Minutes of the Pequea Township Board of Supervisors Meeting held at 7:00PM on February 19, 2020 at the New Danville Fire Company, 43 Marticville Rd., Lancaster, PA 17603

## **Present at the meeting were:**

Donald R. Purdum, Jr., Chair  
Anthony Cazillo, III, Vice-Chair  
E. John Hlavacek, Supervisor  
K. Scott Edwards, Supervisor  
Eric H. Lucas, Supervisor

## **Others present:**

Kimberly S. Ulaky, Secretary  
John R. Michener, Chief of Police  
Sign-in Sheet Attached

## **CALL TO ORDER**

Chair Purdum called the meeting to order at 7:00 PM and led the recitation of the Pledge of Allegiance.

## **ANNOUNCEMENTS**

- Congratulations to Wayne Coty, who was sworn in to be a Pequea Township Fire Police Officer. Thank you for volunteering your time to serve your community!

## **MINUTES OF PREVIOUS MEETING(S):**

Chair Purdum moved to appoint the minutes of the January 15, 2020 Board of Supervisors Meeting. It was seconded by Vice-Chair Cazillo. The motion passed with all voting in favor; none opposed.

## **TREASURER'S REPORT:**

Chair Purdum moved to approved Checks 12526-12580 from the General Fund and Checks 1704-1711 from the Recreation Fund. It was seconded by Supervisor Edwards. The motion passed with all voting in favor; none opposed.

Chair Purdum gave a quick run-down of items on the agenda to be followed by Public Comments of items on the agenda and off the agenda: Tonight, we will be swearing in Wayne Coty to be a Pequea Township Fire Police Officer.

We are going to discuss authorizing the Township Engineer, in conjunction with Providence Township, to pursue the necessary permits to repair the Radcliff Road bridge by the Army Corp of Engineers. This all stems from the PennDOT Route 272 project. Tonight, the board is going to considering authorizing \$1500.00 – that's ½ the cost of the permit of \$3000.00 for the Army Corp of Engineers-Providence Twp. pays the other \$1500.00. Part of the thought process behind this bridge repair is that PennDOT isn't necessarily interested in having the Amish buggies utilize this new section of Rt.272 because it may be quite dangerous for the horses and buggies and other vehicular traffic. Repairing the Radcliff Road bridge would give the Amish a way to travel between the two townships, without having to utilize Rt. 272. Of course, the road traffic won't be limited to just the Amish population.

We will consider approving the 2020 Calendar of Events (Fund Raising) for both Fire Companies. The Lancaster Inter-Municipal Committee membership and representative is a hold-over from the 1/6/20 Re-Org meeting. We wanted to look into and join up with the SLIMC (Southern Lancaster Inter-Municipal Committee), but after checking into it, they were not accepting new members at this time. So we will continue with the LIMC membership and appoint a representative.

Consider approval of Eric Probst DEP planning module – this is the subdivision of two lots and construct a new dwelling on one of the lots. The remaining 41 acres will continue to have a single family dwelling on the lot.

Consider approval of Lot Add-On Plan for James R. and Jill M. Clark – 277 & 330 Millwood Rd. – They want to add on a lot to current property at 277 Millwood Rd.

2020 General Fund road projects. At last month's meeting, we approved and authorized the secretary to advertise for bids for State Highway Fund projects that were authorized back in the budget process. This is to come out of the General Fund tonight and will be: shoulder and base work on Baumgardner Rd. and Stoney Lane, chip & seal on Herrville Rd. and Brooks Ave., and paving on Newswanger Rd. to Shultz Rd. including 400 add'l feet on Shultz Rd.

We'll be considering an increase in the Treasurer hourly wage – there are more responsibilities associated with this position as it grows and evolves. It is a part time position, so there are no benefit costs associated with the position and the wage should be commensurate with the necessary experience to fulfill the Treasurer position. We want to consider raising the hourly rate from \$25 to \$30.00/hour with a slight decrease in hours.

So with that, we will open it up for Public Comments for items that are on the agenda followed by Public Comments for items not on the agenda this evening:

## **PUBLIC COMMENTS:**

- Public comments are encouraged and welcomed from Pequea Township residents and taxpayers, only. Please come to the lectern and limit your comments to three (3) minutes. If the conversation dictates more than three (3) minutes, time may be extended. When your 3 minutes are up, the Chair will tap the gavel to signal that time is up. By having organized public comments, we will be allowing more of our citizens to express their views. Comments for items on the agenda and items not on the agenda will be taken prior to the start of the Business Meeting.

Items on the agenda:

Jackie Johns, Pine Lane: I see that the Treasurer is going to get a raise from \$25 to \$30.00. Last month several others got raises; I thought the budget was in such dire straights? I understand that you've changed the Treasurer's job description, I assume. Wasn't that available when she interviewed for the job? Is there a new job description to justify the \$30.00? Isn't there a probationary period before monetary increases are given?

Cynthia Evans-Herr, 642 Millwood Rd: The LIMC matters, just so everyone understands....In the past we attended Southern Lancaster Inter-Municipal Council (SLIMC) meetings but were not members; we just paid monthly dues. When Conestoga Twp. wanted to join the SLIMC, that's when we found out that there wasn't an inter-municipal agreement, so we joined the Lancaster Inter-Municipal Council, as members. By law, you are required to be a member of an Inter-Municipal Council because you have to have a UCC Board of Appeals.



## Items not on the agenda:

Cynthia Evans-Herr, 642 Millwood Rd: In response to the last BOS Mtg. regarding the Police Commission Accounts. I had sent emails to the Board and to the Special Counsel stating the checks that had been cut for payments of invoices from the Commission Account and what the balance was at that time, in 2018. The other issue I have with this Board is the "Park in lieu of Fees". When the Board found out in 2017 that having these funds deposited into the General Fund was a violation of the Municipal Planning Code, we stopped putting those fees in that Fund. There is currently \$252,000.00 sitting in the General Fund that does not belong there. What is the Board going to do about it?

Jackie Johns, Pine Lane: I noticed that there was something on the news the other night about the escalating crime and vandalism in Pequea Twp., and the Police don't have time to patrol because they were downsized.

The Board of Auditors had a meeting scheduled with just 24 hours notice for January 7<sup>th</sup>; but it was cancelled and there were no signs posted on any doors anywhere. The meeting was re-scheduled for January 29<sup>th</sup>, again with just 24 hours notice. The door was locked and no auditor had a key and they weren't given the financials. Both meetings were only 24 hours notice and now we find out that the meeting will not be rescheduled. I don't know if that's a violation of the Municipal Planning Code or not? I know there are outside auditors doing the yearly audit, but not the township auditors. How's the accounting from attorney Browne coming along? Is he getting all the paperwork Mr. Edwards requested and you're not paying him? Changing the Public Works Department name back to the Road Crew was a childish move. Are you ever going to give the resident who asked at the last meeting about "short term rentals" an answer? Why aren't the road bids advertised already like every other Township and Boro in the County?

Meredith & Wren Cooke, 15 Lark Lane: I'm interested to hear about the new and bigger responsibilities of the Treasurer to warrant \$30/hour. Also, I've been doing some research with other small, rural townships in our area regarding the Solicitor attending meetings. Those I talked with, don't have their solicitor attend every meeting because of additional costs associated with that. They frequently get the information from their Solicitor ahead of time on agenda items or table the agenda item if they need to get additional info. Then the answer is given at the next meeting.

Tim Weaver, 722 Baumgardner Rd: I've been attending these meeting for quite some time now. During Public Comments, the residents ask questions, but never get any answers from the Board. I don't understand why there can't be some discussion regarding these questions and answers given to the residents.

Chair Purdum closed Public Comments and wanted to read a personal letter to the Public before the start of the business meeting. He stated that it's been a pleasure to serve the residents of Pequea Township over the last year or so. In order to pursue greater opportunities, he offered his letter of resignation to the Board of Supervisors, effective immediately. He requested Vice-Chair Cazillo take over the meeting and call for a vote on accepting his letter of resignation, at which time he would leave. He reiterated that it has been a pleasure to serve the residents of Pequea Township.



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Vice-Chair Cazillo made a motion to accept Chairman Don Purdum's letter of resignation. It was seconded by Supervisor Edwards. The motion passed with all voting in favor; none opposed.

Mr. Purdum thanked the Board and told them it was a pleasure to serve with each and every one of them.

Vice-Chair Cazillo stated that now we have a vacancy to fill and that we should move quickly on filling this vacancy.

He made a motion to fill the vacancy on the Pequea Township Board of Supervisors, and any other business, at a meeting, next Wednesday evening, 2/26/20, at 7:00pm at the New Danville Fire Co. It was seconded by Supervisor Edwards. Supervisor Hlavacek thought that a meeting the following week to fill the vacancy was rushing things. He stated that his recollection was that the 2<sup>nd</sup> Class Township Code states that a vacancy on the Board must be filled within 30 days from the date of resignation, so the clock starts now. The 2<sup>nd</sup> Class Township Code also states that the advertisement for a special meeting must be advertised at least 24 hours prior to the meeting and that will occur to legally have the meeting 2/26/20. The motion was passed with all voting in favor; none opposed.

**OLD BUSINESS: None**

**NEW BUSINESS:**

**1. Swear in Wayne Coty to serve as a Pequea Township Fire Policeman**

Vice-Chair Cazillo asked Mr. Coty to come to front of the room and had Mr. Coty recite the "Oath of Office". He congratulated him and thanked him for his willingness to serve his community.

**2. Authorize the Township Engineer (in conjunction with Providence Twp) to pursue the necessary permits to repair the Radcliff Road Bridge by the Army Corp of Engineers – PennDOT Route 272 Study.**

Supervisor Hlavacek made a motion to authorize the Township Engineer (in conjunction with Providence Twp) to pursue the necessary permits to repair the Radcliff Road Bridge by the Army Corp of Engineers. It was seconded by Vice-Chair Cazillo. Supervisor Hlavacek explained that this PennDOT Project stemmed from the fact that the intersection of Rt. 272S and Pennsy Road has the highest number of accidents and accidents with fatalities than any other intersection in the County. PennDOT originally was going to put 3 Million dollars into fixing that corridor, from the Rt. 272S bridge over the Pequea Creek (Byerland Church Rd.), all the way through the Smithville Tunnels and to the top of the hill at Mt. Airy Rd. That 3 Million dollar estimate quickly turned into about 6 Million dollars. What they are going to do is to prevent cross traffic. For example, at the Rt. 272S and Pennsy Rd intersection, you will no longer be able to cross over the highway to go North. It will be a right turn onto 272S and at the top of the hill (Mt. Airy Rd) make a U-turn to get to 272N. For the buggies to make a right turn from Pennsy Rd. and accelerate to get to the top of the hill to make a U turn was just not a safe option. Both Townships saw that as a problem and offered as a suggestion that PennDOT get Federal Funds to fix the Radcliff Road Bridge and PennDOT agreed; as long as the Townships paid the fees for the permitting. The motion passed with all voting in favor; none opposed.



**3. Consider approval of 2020 Calendar of Events (Fund Raising) for New Danville Fire Co. and West Willow Fire Co.**

Vice-Chair Cazillo commented that this is a formality and has something to do with our insurance and we have to do this every year to support our Fire Companies. Vice-Chair Cazillo made a motion to approve both Fire Companies Calendars of Event. It was seconded by Supervisor Lucas. The motion passed with all voting in favor; none opposed.

**4. Approve Lancaster Inter-Municipal Committee (LIMC) membership and appoint representative**

Vice-Chair Cazillo made a motion to officially continue on with the membership to the Lancaster Inter-Municipal Committee and appoint himself as the representative. He had been attending the Committee meetings since coming on to the Board of Supervisors. It was seconded by Supervisor Hlavacek. Supervisor Edwards questioned if we would consider SLIMC again at some point and all agreed that they can. The motion died as Vice-Chair Cazillo and Supervisor Hlavacek voted in favor; Supervisors Edwards and Lucas were opposed.

**5. Consider approval of Eric Probst DEP Planning Module as submitted by Strausser Eng., including Resolution for plan revision.**

Vice-Chair Cazillo made a motion to approve the plan revision and execute Resolution 541-2020. It was seconded by Supervisor Edwards. Supervisor Edwards said that he spoke to the Township Engineer who said this is just a formality and that the Board should execute the resolution and approve the plan revision. The motion passed with all voting in favor, none opposed.

**6. Consider approval of Lot Add-On Plan for James R. and Jill M. Clark – 277 and 330 Millwood Rd., Willow Street, PA 17584**

Brian Masterson of Regester Associates, Inc. was in attendance and brought the plan for the Board to view. He explained that James Clark's office is located at 277 Millwood Rd., but his parking lot is on the lot across the street where CK Mfg. is located at 330 Millwood Rd. The add-on for J. Clark's is adjusting the property line so that his parking lot is now part of 277 Millwood Rd. Vice-Chair Cazillo made a motion to approve the Lot Add-On Plan for James R. and Jill M. Clark – 277 and 330 Millwood Rd., Willow Street, PA 17584. It was seconded by Supervisor Hlavacek. The motion passed with all voting in favor; none opposed.

**7. Consider 2020 General Fund Road Projects**

Supervisor Edwards made a motion to authorize the Assistant Secretary to advertise the acceptance of bids for the following road projects to be funded from the General Fund:

Seal coat/surface treatment: Herrville Rd., from 272 North to the PennDOT maintenance facility, along with Brooks Ave. from 272 North to Herrville Rd.

Pave: Newswanger Rd. from Marticville Rd. to Shultz Rd. to include said intersection and pave Shultz Rd. from Newswanger Rd. 1/10 of a mile East on Shultz Rd.

Shoulder/base repair: Baumgardner Rd. from 272 South to Rawlinsville Rd., along with Stoney Lane from New Danville Pike to the Township line. It was seconded by Vice-Chair Cazillo. Supervisor Hlavacek mentioned that there are Word documents in the "Roadmaster Drive" that need to be updated. He said there are these documents for every road and every project on the roads and has about 30 years of data. He doesn't believe they have been updated for a few years. The motion passed with all voting in favor; none opposed.

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## 3. Consider increase in Treasurer hourly wage

Vice-Chair Cazillo said that Nancy is doing a great job. She has found that there is a lot more to the job than the Board and she thought. She is deserving of the increase and is a great asset for the Township. Vice-Chair Cazillo made a motion to increase the Treasurer hourly wage from \$25.00 to \$30.00/hour. Supervisor Edwards seconded it. Supervisor Hlavacek asked if the budget would cover the increase and Supervisor Edwards confirmed that it will. There will also be a reduction in hours per week from 30 hours to 26 hours. Supervisor Lucas commented that if you look at the Bureau of Labor statistics, someone who is simply a bookkeeper is about \$25/hour starting, but when you get into more of a Treasurer's role, and doing some of the things Nancy is doing, it jumps up dramatically. Just as one example is that she is already finding ways of saving the Township money on insurance. That is more than just plugging numbers into a spreadsheet. Vice-Chair Cazillo added that there are some quasi-HR tasks that she completes as well. The motion was passed with all voting in favor; none opposed.

## REPORTS/UPDATES:

Pequea Township Police Department – Chief's Report is on the table

Pequea Township Road Department – Road Crew January report on table

Suburban Lancaster Sewer Authority – Representative's Update

Zoning/Code Enforcement Officer – Report on File

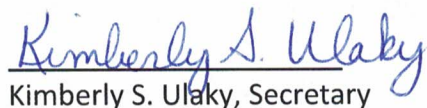
Pequea Township Zoning Hearing Board - 3-4-20 Mennonite Messianic Mission 198 W. Kendig Rd.,  
Construct larger garage/Change current garage to  
new kitchen at Rest Home.

Pequea Township Planning Commission – 2-26-20 Eric Probst Final Subdivision Plan revised 2-12-20  
Stormwater Mgmt. Calculation revised 2-11-20  
Add'l Modification Request of 2-11-20  
Strausser Response of 2-11-20

## ADJOURNMENT

The meeting was adjourned at 7:35PM

Respectfully Submitted,

  
Kimberly S. Ulaky, Secretary



2020 Pequoa Township Board of Supervisors  
Meeting

February 19, 2020

Sign in  
Sheet

John Tapp

Endo

Cynthia Evans Kent

Big Wams

Jackie Johns

Tom Killar

MARY BURGER

Rob Kestelbach

Bruce F. MASTERS

Meredith Cooke

Wren Cooke

Rosy Smith

Carmy Stevens

Claine Jones

PO. SILENK

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