

**PENN TOWNSHIP
BOARD OF SUPERVISORS
MINUTES**

DATE & TIME:

January 25, 2016

7:00 PM

ATTENDANCE:

Board Members Present:

Benjamin Bruckhart
Ronald Krause
Richard Landis
Dick Shellenberger

Board Member Absent:

Jill Groff

OTHERS IN ATTENDANCE:

Betsy Logan, Director of Community Development
Michael Wolgemuth, STES
George Osenburg, resident
Terry Theal, Manheim Fire Company
Shannon Martin, Penryn Fire Company
Randy Sweitzer, resident
Dan Wagner, Manheim Fire Company
Justin Stoltzfus, LNP
Connie Weidle, Recording Secretary

Call to Order and Pledge of Allegiance—7 P.M.-Ben Bruckhart, Chairperson

Public Comment/Guest Recognition

Randy Sweitzer commended the Public Works Department on a job well done in the removal of snow during the last large snow event.

Manheim Fire Department— December 2015

Dan Wagner, Chief of Manheim Fire Company, presented his 2015 December Report and 2015 Yearly Reports. He also introduced Terry Theal, the new President of the Manheim Fire Department. Discussion took place concerning the large amount of false alarm calls that have been investigated by their department. The Board said they will facilitate a meeting with Northern Lancaster County Regional Police Department and the Penryn Fire Department as to coordinate the procedures that should be put into place for future false alarm calls.

Approval of Minutes—January 11, 2016

A motion was made by R. Landis, with a second by R. Krause, to approve the minutes of the January 11, 2016 Board of Supervisors' Meeting. The motion passed unanimously.

Treasurer's Reports

The Treasurer's Report was presented. The full report can be obtained at the Township Office. A motion was made by D. Shellenberger, with a second by R. Krause, to accept the Treasurer's Report as presented. The motion passed unanimously.

Approval to Pay Invoices

A motion was made by R. Landis, with a second by R. Krause, to approve the payment of invoices submitted to the Board. The motion passed unanimously.

Northern Lancaster County Regional PD—December 2015

The monthly reports were reviewed by the Board. D. Shellenberger questioned the line item of unemployment payments in the financial reports. R. Krause said he will inquire about the item with the NLCRPD and report back to the Board.

Penryn Fire Department— December 2015

Shannon Martin presented his December 2015 Report and the Year-end Report. The Mud Sale will be March 19, 2016. He explained the process that is used to handle their yearly fund drive.

Northwest Emergency Medical Services— December 2015

The monthly report was reviewed by the Board.

Northwestern Lancaster County Authority

Mike Wolgemuth presented his monthly report and verbally reported on the following items:

- Water demand has dropped significantly since the month of November coinciding with the shut-off of water to the Doe Run Elementary School property. A comparison with 2015 water demand will be done.
- The SRBC compliance inspection went well last week.
- Submersible pump inspections and maintenance was completed at the wastewater treatment plant.

Manheim Area Water and Sewer Authority

The monthly reports were reviewed. D. Shellenberger questioned the bonuses that were awarded in December 2015 by MAWSA. Staff will inquire with the Penn Township liaison to the MAWSA Board and report back to the Board of Supervisors.

Manheim Community Library— December 2015

The submitted report was reviewed by the Board.

Lititz Rec Center – no report

Township Engineer's Report—January 2016

The monthly report was reviewed by the Board.

The following Communications were acknowledged and reviewed by the Board:

- Letter from American Composting Corporation regarding the renewal application for its State Only Operating Permit through the Pennsylvania Department of Environmental Protection Air Quality Program (30-day comment period)
- Letter from Senator Ryan P. Aument regarding a breakfast for municipal officials on Friday, February 19, 2016 from 7:30 – 9:00 am at the Lancaster Career and Technology Center – Mount Joy Campus
- Letter from Representative Mindy Fee regarding an Emergency Service Providers Seminar that will be held on Thursday, February 18, 2016 at 6:00 p.m. at the Lancaster County Public Safety Training Center – Manheim.

Subdivision, Land Development, and Stormwater Management:

- On motion by D. Shellenberger, with a second by R. Krause, it was unanimous to conditionally approve the Final Lot Add-On Plan for Glenn S. and Mary Jane Musser, 1548 Junction Road, Manheim, conditioned on the items mentioned in E. Logan's letter dated January 20, 2016 and the township solicitor's letter dated January 9, 2016.
- On motion by R. Krause, with a second by R. Landis, it was unanimous to conditionally approve the Stormwater Management Plan for Myer's Furniture located at 936 Lancaster Road, conditioned upon the items mentioned in the township solicitor letter dated January 15, 2016.
- On motion by D. Shellenberger, with a second by R. Landis, it was unanimous to authorize the Storm Water Management Agreement for Daryl and Marcia Myer, Myer's Furniture at 936 Lancaster Road.

- On motion by D. Shellenberger, with a second by R. Krause, it was unanimous to authorize execution of the Amendment to the Zoning Agreement between Noah W. Kreider & Sons and the Township which removes 585 South Penryn Road from the Agreement and includes 510 Indian Village Road as part of the agreement.
- On motion by R. Krause, with a second by D. Shellenberger, it was unanimous to authorize execution of the Second Amendment to the Storm Water Management Agreement and Declaration of Easement between Noah W. Kreider & Sons and the Township to delete 585 South Penryn Road and replace it with 510 Indian Village Road.
- On motion by R. Krause, with a second by D. Shellenberger, it was unanimous to authorize execution of an agreement between Noah W. Kreider & Sons and the Township to consider 453 South Penryn Road and 585 South Penryn Road a single lot for purposes of the Zoning Ordinance.

Old Business:

- On motion by D. Shellenberger, with a second by R. Krause, it was unanimous to authorize Tim Brubaker to cap the existing retaining wall located in the Township right-of-way at 1022 N Penryn Rd and repair as needed.

New Business:

- On motion by R. Krause, with a second by R. Landis, it was unanimous to forward the proposed Floodplain Ordinance and revisions to the Zoning Ordinance to Lancaster County Planning Commission for review.
- On motion by R. Krause, with a second by R. Landis, it was unanimous to authorize execution of the Holding Tank Agreement between KN Farms, LP and the Township relative to their property at 934 Junction Road, Manheim.
- Discussion took place concerning any action to be taken regarding Past Due Invoices for False Alarm Billings. It was the consensus of the Board to table the matter until a future meeting so that further details can be discussed with police and fire services.
- On motion by D. Shellenberger, with a second by R. Krause, it was unanimous to authorize the renewal of the contract with Enernoc relative to participation in its Demand Response Program.
- Discussion took place relative to the request from CommunityAid to allow a clothing drop-off bin to be located on Township property. It was the consensus of the Board to not allow this type of service on the township property.
- On motion by R. Landis, with a second by R. Krause, it was unanimous to add CDL licensed driver Leonard Reiff to the on-call list for emergency snow plowing as a part-time employee, conditioned upon receiving his medical card.
- On motion by D. Shellenberger, with a second by R. Krause, it was unanimous to approve Resolution 2016-06 ratifying and confirming the declaration of a disaster emergency for Winter Storm Jonas. B. Bruckhart noted that he had contacted J. Groff and she was in agreement with this Resolution.

Other Business

- B. Logan informed the Board that a call had been received from the Manheim Auto Auction requesting approval to park on satellite lots within the township due to a large volume of cars at their business parking lot. The Board referred to the Conditional Use Decision that does not allow parking on satellite lots. Follow-up will take place with staff and the Auction to address the matter further.
- Lititz Christian School requested the closure of roads on the evening of May 6, 2016 for a Glow Run. It was the consensus of the Board to not allow Doe Run Road to be closed in the evening due to safety concerns.

Adjournment:

On motion by R. Krause, with a second by D. Shellenberger, it was unanimous to adjourn the Meeting at 8:25 p.m. into Executive Session for a personnel matter and the Board would reconvene.

On motion by D. Shellenberger, with a second by R. Landis, it was unanimous to reconvene the Board of Supervisors Meeting at 8:46 p.m.

On motion by R. Krause, with a second by D. Shellenberger, it was unanimous to offer the position of Township Manager to Mark Hiester.

On motion by R. Landis, with a second by R. Krause, it was unanimous to adjourn the Meeting at 8:55 p.m.

Respectfully Submitted,
Connie Weidle, Recording Secretary