

**PENN TOWNSHIP
BOARD OF SUPERVISORS
MINUTES**

DATE & TIME:

December 9, 2019

7:00 PM

BOARD ATTENDANCE:

Benjamin Bruckhart
Jill Groff
Ronald Krause
Richard Landis
Gary Stevens

OTHERS IN ATTENDANCE:

Mark Hiester, Township Manager	Aaron Schwartz, Charis Insurance Co.
Daryl Lefever, Public Works Director	Gerald Wolfe, resident
Matthew Reeser, Zoning Officer & BCO	Tammy Martin, resident
Jennifer Brady, Township Planner	Justin Stoltzfus, LNP
Fred Hammond, resident	Connie Weidle, Recording Secretary
Tom Walsh, resident	

Call to Order and Pledge of Allegiance – Ben Bruckhart, Chairman, 7 P.M.

Public Comment & Guest Recognition - None

Approval of November 25, 2019 Meeting Minutes

A motion was made by R. Landis, with a second by G. Stevens, to approve the November 25, 2019 Meeting Minutes as presented. The motion passed unanimously.

Approval of November 11, 2019 Budget Meeting Minutes

A motion was made by R. Landis, with a second by G. Stevens, to approve the November 11, 2019 Budget Meeting Minutes as presented. The motion passed unanimously.

Treasurer's Reports

The Treasurer's Reports were presented. The full reports can be obtained at the Township Office. R. Landis requested the Summary Report reflect the description of the checking account and certificate of deposits in the Agricultural Preservation Fund. Staff said they will make the change. A motion was made by J. Groff, with a second by R. Krause, to accept the Treasurer's Reports as presented. The motion passed unanimously.

Approval to Pay Invoices

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

Staff Reports:

Building, Zoning, and Property Maintenance

Matthew Reeser presented his monthly report to the Board and highlighted the following items:

- Zoning violations are at 1590 Locust Grove Road. The owner of the property said the violations would be removed, but they have not. A "Quick-Ticket" was sent December 4, 2019 and compliance is required by December 19, 2019.
- The property at 555 Hiview Drive is in the foreclosure process and complaints have been received. There are no occupants and contractors for the bank are trying to do repairs.

Planner

Jennifer Brady presented her monthly report to the Board and highlighted the following items:

- The item #1 of her monthly report is in reference to the Land Development Plan for 140 West End Drive.

- The Stoltzfus property on Doe Run Road that was the project for the MS4 program and that we applied for grants will not be moving forward. The landowners are no longer interested in the project. If the NFWF grant is awarded to Penn Township, we will have to deny it and return the money. We are now working with Rettew Associates on a possible project with the Manheim School District at the basin retrofit on White Oak Road and also a MS4 project at 140 West End Road.

Sewage Enforcement Officer

The Board reviewed the monthly report submitted by Len Spencer.

Public Works

Daryl Lefever presented his monthly report to the Board and highlighted the following items:

- Discussion took place relative to the Stoltzfus property on Doe Run Road. There is a pipe coming onto the property from the HiView Development that needs replaced.
- Windstream and PPL have verbal Right-of-Way Agreements at the Temperance Hill Road and Fruitville Pike intersection. They will be moving poles in the Spring.
- John Haldeman, Rapho Township, has contacted the Township about the bridge on Hernley Road. Inspections have required that a 38,000-ton limit sign be posted. Penn Township's bridge inspections will be done on December 18, 2019.
- The new single axle dump truck has not been ordered yet. D. Lefever met with Western Star and E.M. Kutz Inc. Western Star indicated that if the truck is ordered in December, they will be able to build it in February. E.M. Kutz Inc. said they may not be able to put the bed on the truck until August.

Manager

Mark Hiester presented his monthly report to the Board and highlighted the following items:

- A meeting was held with East Penn Railroad's Don Craumer at the railroad crossing on Doe Run Road. Joe Platt, traffic engineer, is working on scaling down a plan for pedestrian improvements. He will change the project scope and present a cost estimate to the Board.
- The Radar Bill has not passed yet. Changes to the bill and negotiating are taking place.
- Staff is working on checking into how to make the Township website ADA compliant.
- Right-to-Know requests this year are more than usual.

Communications

A letter from the County Commissioners advised they have decided to contribute some of the County funds for partial funding of the Lancaster County Drug Task Force. Chief Steffen advises this should be funded completely by the County. He recommends the Township wait for further information before contributing municipal funds.

Subdivision, Land Development, and Stormwater Management:

▪ 90-day Time Extension – Kreider Farms Milk Processing Plant, No. 18-016

A motion was made by R. Krause, with a second by G. Stevens, to grant the 90-day Time Extension to April 13, 2020 for the Noah W. Kreider & Sons, LLP Milk Plan Parking Area Plan, No. 18-016. The motion passed unanimously.

▪ 90-day Time Extension – William M. Hess Subdivision, No. 19-005

A motion was made by J. Groff, with a second by R. Krause, to accept the 90-day Time Extension retroactive from December 1, 2019 for the William M. Hess Final Subdivision Plan, No. 19-005. The motion passed unanimously.

New Business:

▪ Resolution 2019–20 Approving 2020 Final Budget and Real Property Tax Rate

A motion was made by R. Krause, with a second by G. Stevens, to adopt Resolution 2019-20 Approving the 2020 Final Budget and Real Property Tax Rate. The motion passed unanimously.

▪ Authorize 2020 Charis Property and Liability Insurance Agreement

M. Hiester presented a comparison of the Township's existing insurance provider and the competitor insurance provider. He noted that the competitor has included an appraisal of Township property at no cost, the dividends will remain the same, and they have given more attention to details.

A motion was made by R. Landis, with a second by R. Krause, to approve the 2020 Property and Liability Insurance Agreement with Charis Insurance Group in the amount of \$46,593.00. The motion passed unanimously.

▪ **County Fire Police Task Force Update**

A motion was made by R. Krause, with a second by G. Stevens, to authorize Township Staff to send a letter to the County Fire Police Task Force to not support being a part of the County Fire Police Task Force. The motion passed unanimously.

▪ **Draft SEO 2020 Fee Schedule Changes**

M. Hiester presented a draft of the Sewage Enforcement Officer's 2020 Fee Schedule Changes for the Board's discussion and feedback. No comments or changes were made at this time.

Other Business:

▪ A motion was made by R. Landis, with a second by J. Groff, to authorize the cancelation of the December 23, 2019 Board of Supervisors Meeting. The motion passed unanimously.

▪ Jill Groff was awarded a Certificate and thanked by the Board and Township Staff for her dedicated service to the Township as a Supervisor.

Adjournment

A motion was made by J. Groff, with a second by R. Landis, to adjourn the meeting at 7:40 p.m. The motion passed unanimously.

Respectfully Submitted,
Connie Weidle, Recording Secretary