

**LANCASTER TOWNSHIP BOARD OF SUPERVISORS  
AUGUST 17, 2020 MEETING MINUTES**

The Lancaster Township Board of Supervisors meeting was called to order by Chairman Plesniak at 6:00 pm. Those in attendance were Supervisor Kris Kniess, Supervisor Tim Zinkham, Township Manager Benjamin Kramer, Secretary-Treasurer, Chrissy Senft, Township Solicitor Chris Reese, Township Engineer Tom Thompson, Connie Domhoff, Alex Weidenhof, Mike Marburger, Graham Ferry, Ed Moore, Debbie Scott, Sergeant Mike Cornell and Roadmaster Mike Spiker. The August 2020 meeting was duly advertised in the Butler Eagle, a newspaper of general circulation indicating the meeting would be held through the Zoom Video-Audio conferencing program.

The meeting began with the Pledge of Allegiance.

**MEETING MINUTES & TREASURER'S REPORT**

A motion was made by Supervisor Kniess to approve the July 20, 2020 Board of Supervisors Meeting minutes, motion was seconded by Supervisor Zinkham and passed by a majority vote. VOTE: Kniess, Zinkham, Plesniak – YES

A motion was made by Supervisor Zinkham to approve the Treasurer's Report dated July 17- August 13, 2020, motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE: Zinkham, Kniess, Plesniak – YES

**COMMITTEE REPORTS**

**Zoning & Planning Use:**

1. 15 Building permits have been issued during the current time period (7/20-8/14/20) – permits were issued for projects at the following addresses:
  - a. 14 dwellings
    - i. 793 Oliver Street (Duplex)
    - ii. 795 Oliver Street (Duplex)
    - iii. 105 Touchstone Court (single family)
    - iv. 115 Savannah Drive (single family)
    - v. 6121 Heatherfield Court (Quad)
    - vi. 6122 Heatherfield Court (Quad)
    - vii. 6123 Heatherfield Court (Quad)
    - viii. 6124 Heatherfield Court (Quad)
    - ix. 6131 Heatherfield Court (Quad)
    - x. 6132 Heatherfield Court (Quad)
    - xi. 6133 Heatherfield Court (Quad)
    - xii. 6134 Heatherfield Court (Quad)
    - xiii. 745 Oliver Street (Duplex)
    - xiv. 747 Oliver Street (Duplex)
  - b. 1 Detached Structure
    - i. 116 Timber Ridge
2. Arden Woods Clubhouse Land Development – After review from both the Board of Supervisors and the Lancaster Planning Commission, a motion was made by Supervisor Zinkham to approve the Land Development including construction of a 2600 square foot clubhouse and associated recreational facilities with 38 parking spaces for the Arden Woods community residents. Supervisor Kniess seconded the motion and passed by a majority vote. VOTE – Zinkham, Kniess, Plesniak – YES
3. A. Hancher – Lot line revision at 1126 W. Lancaster Road increasing existing an 8 acre parcel by 1.7 acres to allow for construction of free standing garage  
B. Brown – Consolidation of 2 parcels at 214 Crab Run Road to create 1 9 +/- acre parcel from lots 4F56-33 and 4F98-3B

A motion was made by Supervisor Zinkham to approve both lot line revisions contingent upon receipt of approval by Butler County Planning Commission, motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE – Zinkham, Kniess, Plesniak – YES

4. Little Yellow Creek Plan of lots – Subdivision of parcel 4F98-36B creating a 17 +/- acre parcel from existing 24 +/- acre parcel and residual tract along E. Lancaster and Little Yellow Creek Road. A motion was made by Supervisor Zinkham for approval contingent upon DEP approval of Planning Module 1, motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE – Zinkham, Kniess, Plesniak – YES

**Road Department:** Roadmaster Mike Spiker discussed the widening and regrading of Salt Works Road, and discussions for Storm Water Management with residents on High Acres Road.

**Police Department:** Sergeant Cornell discussed interviewing an additional part-time officer and discussed the call volume for 2020 being down. The Ford Interceptor ordered prior to the COVID 19 crisis, is expected to be complete from IBIS Tek on September 1, 2020.

**Historical Society:** No report.

## **ORDINANCES & RESOLUTIONS**

A motion was made by Supervisor Zinkham to approve Ordinance 111, this ordinance is to again ratify the township pension plans as per IRS standards and is a requirement every 5 years. Motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE: Zinkham, Kniess, Plesniak - YES

## **NEW BUSINESS**

1. **Part-Time Police Hires** – A motion was made by Supervisor Kniess to ratify the hiring of part-time officers Adam Drake and Michael Murecko as part-time police officers as of July 1, 2020 at rates established by the Lancaster Township CBA, motion was seconded by Supervisor Zinkham and passed by a majority vote. VOTE – Kniess, Zinkham, Plesniak – YES
2. **Phone System Upgrade** – After discussions among the Board of Supervisors and Township Manager Ben Kramer, a motion was made by Supervisor Zinkham to move forward with installation of the DBS54W by DBS Telecommunications. This phone system will replace the current system installed by DBS in 2005 and will be an app based calling solution. All equipment will be owned by Lancaster Township, the upfront costs of installation is \$2,414.06 paid from the ACT 13 Fund. A monthly fee of \$297.60 will be owed, and the current Armstrong bill will decrease around \$75.00 per month. Motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE – Zinkham, Kniess, Plesniak – YES

## **PUBLIC COMMENT**

1. Township resident, Connie Domhoff had several questions for the Board of Supervisors. A discussion was held discussing the number of officers in the police department, the possibility of the township renting office space in the future and why no information was published to the township website for planning commission. Various Township personnel answered Ms. Domhoff's questions, explaining the need for part-time patrolman, the need for private office space amongst the departments, and clarified that there was no planning commission scheduled for the months of May, June and July.
2. The Board of Supervisors, Resident Debbie Scott and Township Solicitor held a discussion regarding if the Community Center would be available for rental in the month of September. No decision was made at the conclusion of the discussion.
3. Alex Weidenhof requested explanation of the pay rate increase approved in month of July for the Lancaster Township Police CBA. Chairman Plesniak explained the need for additional part-time police patrolman at this time and the pay increase to compete with our localities.

A motion was made by Supervisor Zinkham to adjourn the public meeting at 7:09 and was seconded by Supervisor Kniess and passed by a majority vote.

Respectfully submitted:

Christina M. Senft  
Secretary/Treasurer