

**LANCASTER TOWNSHIP BOARD OF SUPERVISORS
NOVEMBER 16, 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, Secretary-Treasurer, Chrissy Senft, Township Solicitor Chris Reese, Township Engineer Tom Thompson, Mike Marburger, Amanda Petersen, Dina, Connie Domhoff, Debbie Scott, Sergeant Mike Cornell, Doug Marshall, Danielle Rich, Mike Wisnieski, Curtis Graf, Josh Inman, and Roadmaster Mike Spiker. The November 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 Zinkham to approve the October 19, 2020 Board of Supervisors Meeting minutes, motion was seconded by Supervisor Kniess. VOTE: Zinkham, Kniess, Plesniak – YES

A motion was made by Supervisor Zinkham to approve the Treasurer's Report dated October 16 – November 15, 2020 motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE: Zinkham, Kniess, Plesniak – YES

COMMITTEE REPORTS

Zoning & Planning Use:

1. Planning Commission for November 2020 was held virtually and public log in information was published on the Township website.

The Planning Commission recommended approval of the following plans:

- A. Schiever -Subdivision
- B. Hancher – Lot Line Revision
- C. M. Brown – Lot Line Revision
- D. Marburger – Lot Line Revision
- E. Wisnieski – Lot Line Revision
- F. Campbell/Rectenwalt – Lot Line Revision
- G. Arden Woods duplex 711 - partywall
- H. Arden Woods duplex 719 partywall
- I. Arden Woods duplex 723 partywall

A motion was made by Supervisor Zinkham for approval contingent on response from the Butler County Planning Commission, motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE: Zinkham, Kniess, Plesniak – YES

2. 15 Building Permits were issued during the current time period (10/16-11/15/20) – permits were issued for projects at the following addresses:
 - a. 9 dwellings
 - i. 316 Vidalia Drive- Single Family Home
 - ii. 403 Northview Drive – Single Family Home
 - iii. 106 Savannah Drive – Single Family Home
 - iv. 313 Savannah Drive – Single Family Home
 - v. 706 Celia Way – Duplex
 - vi. 704 Celia Way – Duplex
 - vii. 785 Oliver Way – Duplex
 - viii. 787 Oliver Way – Duplex
 - ix. 101 Timber Ridge Drive – Single Family Home
 - b. Demolition
 - i. 505 Little Creek Road
 - c. Other
 - i. 302 Southview Drive – structural repairs due to fire damage
 - ii. 100 Touchstone Court - Deck

Road Department: Roadmaster Mike Spiker discussed the addition of the salt spreader to the 2020 Chevrolet and repairs completed on the Arch Building on Township property due to wind damage.

Police Department: Monthly reports were submitted to the Board of Supervisors prior to the meeting. Sergeant Cornell discussed the decrease of calls compared to last year, and the multiple calls received over the weekend due to wind storms, power outages, and trees down.

Historical Society: No report.

ORDINANCES & RESOLUTIONS

NEW BUSINESS

1. **Resolution 2020-10 – Township Manager** – A motion was made by Supervisor Zinkham to approve Resolution 2020-10 detailing the position of Township Manager and the compensation package, motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE – Zinkham, Kniess, Plesniak – YES
2. **Offer of Employment to Danielle Rich** -A motion was made by Supervisor Zinkham to present an offer of employment to Danielle Rich for township manager with the compensation package detailed in Resolution 2020-10, motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE – Zinkham, Kniess, Plesniak – YES
3. **Maher Duessel Appointment** - A motion was made by Supervisor Zinkham to approve advertisement of intention to appoint Maher Duessel to conduct the 2020 annual audit. Motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE: Zinkham, Kniess, Plesniak – YES
4. **Holiday Bonus** – A motion was made by Supervisor Zinkham to approve a one-time \$250 holiday bonus to all non-uniform employees to be paid during the 1st pay of December, motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE: Zinkham, Kniess, Plesniak – YES
5. **Harmony Volunteer Fire District** – A discussion was held amongst the Board of Supervisors, public and Solicitor Chris Reese about the requested Fire Tax increase for 2021 in the amount of 1.5 mils. A motion was made by Supervisor Zinkham to proceed with the proper advertising for the increase to be voted on at the December 2020 meeting, motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE: Zinkham, Kniess, Plesniak – YES
6. **Executive Sessions** – Solicitor Chris Reese discussed several executive sessions that had been held over the past few months to discuss personnel matters such as the negotiations with former Township Manager Ben Kramer and the intended hiring of Danielle Rich.

PUBLIC COMMENT

1. Residents Doug Marshall and Josh Inman had questions regarding the motor cross track on Scott Ridge Road. Solicitor Chris Reese discussed the procedures being taken and the steps to move forward for Mr. Inman.
2. Connie Domhoff expressed concerns over several issues such as adding lines on Saltworks Road. Township Engineer and Township Supervisor Zinkham agreed that this was something the township would further address in the Spring of 2021. Township Engineer Tom Thompson also discussed the long-term expectations for the retention ponds/area on Southview Drive abutting the Domhoff property. Both Township Roadmaster Mike Spiker and Sergeant Mike Cornell addressed concerns about Route 19 in front of the Log Cabin Restaurant.
3. Resident and business owner Mike Marburger spoke out in support of the Harmony Volunteer Fire District and with welcoming support to prospective new Township Manager, Danielle Rich.

A motion was made by Supervisor Zinkham to adjourn the public meeting at 7:15, was seconded by Supervisor Kniess and passed by a majority vote.

Respectfully submitted:

Christina M. Senft
Secretary/Treasurer