

**LANCASTER TOWNSHIP BOARD OF SUPERVISORS
MARCH 15th, 2021 MEETING MINUTES**

The Lancaster Township Board of Supervisors meeting was called to order by Chairman Joseph Plesniak at 6:00 pm. Those in attendance were Supervisor Kris Kniess, Supervisor Tim Zinkham, Township Manager Danielle Rich, Secretary-Treasurer Chrissy Senft, Township Solicitor Chris Reese, Township Engineer Tom Thompson, Amanda Petersen, Connie Domhoff, Sergeant Mike Cornell, Roadmaster Mike Spiker, Dan Cox, Mike Marburger, Doug Marshall, Joe McCombs, Josh Inman, Cathy Shannon, Lisa, Dave Weber, Ed Moore, Katrina Harmel, Chad Hanley, and Autumn Crawford. The March 15th meeting was advertised in the Butler Eagle, a newspaper of general circulation and on the Lancaster Township website indicating the meeting would be held through the Zoom Video-Audio conferencing program.

The meeting began with the Pledge of Allegiance.

A motion was made by Supervisor Zinkham to approve the February 15th Regular Meeting Minutes, the motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE: Zinkham, Kniess, Plesniak - YES

A motion was made by Supervisor Zinkham to approve the Treasurer's Report dated February 12 – March 13, 2021, motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE: Zinkham, Kniess, Plesniak – YES

Executive Sessions were held as follows:

- i. March 8, 2021 7:00 pm re: Personnel & Collective Bargaining Matters (Public Works CBA)
- ii. March 15, 2021 5:30 pm re: Information Gathering (Potential Purchase of Township Equipment) & Litigation (Butler Eagle Right-To-Know Hearing)

Township Solicitor, Chris Reese addressed the public in response to an editorial published in the Butler Eagle on Sunday March 14, 2021 where Lancaster Township was mentioned regarding Right-To-Know Requests.

Planning, Land Use & Zoning

Planning Commission met virtually on Thursday, March 11, 2021 to discuss the WBCA Act 537 Plan and submit questions/comments to the WBCA. A discussion was held amongst the Board of Supervisors with participation by Autumn Crawford, Chad Hanley, Lancaster Township WBCA Representative Dave Weber and Township Engineer Tom Thompson. Prior to approval of the plan the Board of Supervisors has requested a memorandum of understanding for tap fees, and a timeline of the project. A motion was made by Supervisor Zinkham to table any decisions, motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE: Zinkham, Kniess, Plesniak - YES

A motion was made by Supervisor Zinkham to approve the final subdivision application for Arden Wood Phases 3-6, motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE: Zinkham, Kniess, Plesniak – YES

A motion was made by Supervisor Zinkham to approve the subdivision of Arden Wood Amendment #8, Lot 718, motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE: Zinkham, Kniess, Plesniak – YES

A motion was made by Supervisor Zinkham to approve the following:

1. Preliminary and final land development applications for Graf Commercial Building to be located on East Lancaster Road.
2. Motion to approve the waiver request to allow a governors' driveway on the Graf Commercial Building

Motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE: Zinkham, Kniess, Plesniak – YES

Building Permits Issued – February 12 – March 12, 2021

1. 707 Celia Way – duplex
2. 705 Celia Way – duplex
3. 407 Northview Drive – single family home
4. 206 Buckeye Drive – pool house
5. 1011 W. Lancaster Road – shed
6. 779 Oliver Street – deck
7. 6151 Heatherfield Court – quad

8. 6152 Heatherfield Court – quad
9. 6153 Heatherfield Court – quad
10. 6154 Heatherfield Court – quad
11. 6141 Heatherfield Court – quad
12. 6142 Heatherfield Court – quad
13. 6143 Heatherfield Court – quad
14. 6144 Heatherfield Court – quad

Road Department:

A motion was made by Supervisor Kniess to approve placing the pneumatic roller for sale via online auction, motion was seconded by Supervisor Zinkham and passed by a majority vote. VOTE: Kniess, Zinkham, Plesniak – YES

A motion was made by Supervisor Kniess to table the purchase of a Buffalo Turbine PTO, totaling \$5,640.73, motion was seconded by Supervisor Zinkham and passed by a majority vote. VOTE: Kniess, Zinkham, Plesniak – YES

A discussion was held amongst the Board of Supervisors and Roadmaster Mike Spiker about the crack sealing of roads by Suit-Kote, in a similar amount of 1000 gallons as completed last year. A motion was made by Supervisor Zinkham to table the discussion until further review of the roads was completed and a set number of roads/locations was determined. Motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE: Zinkham, Kniess, Plesniak - YES

Police Department: Sergeant Cornell reported that the call volume is stable, and the department is working on several cases. Traffic citations are down for the year due to the seriousness of other cases, and Sergeant Cornell intends to add several traffic details to the schedule in the next month.

A motion was made by Supervisor Kniess to approve the purchase of 4 new Panasonic Toughbook's in the amount of \$10,500.00 to be paid from ACT 13 Funds. The current Toughbook's were purchased in 2013 and are now incompatible with necessary updates. Motion was seconded by Supervisor Zinkham and passed by a majority vote. VOTE: Kniess, Zinkham, Plesniak – YES

A motion was made by Supervisor Kniess to approve the sale of the 2014 Ford Police Interceptor for \$7,600 to the highest Muncibid bidder, Hempfield Volunteer Fire Department, motion was seconded by Supervisor Zinkham and passed by a majority vote. VOTE: Kniess, Zinkham, Plesniak - YES

Ordinances & Resolutions

A motion was made by Supervisor Zinkham to approve Resolution 2021-6 recommending Butler County Board of Commissioners adopt the report on the Lower Connoquenessing Watershed prepared by HRG Engineers in collaboration with participating municipalities and the County of Butler. Motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE: Zinkham, Kniess, Plesniak – YES

A motion was made by Supervisor Zinkham to approve Resolution 2021-7 declaring the month of April 2021 as PA Safe Digging Month, homeowners are encouraged to call 8-1-1 at least 3 days before any digging. Motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE: Zinkham, Kniess, Plesniak – YES

A motion was made by Supervisor Zinkham to approve Ordinance 112 for the installation of speed limit and stop signs in the Timber Ridge and Scenic Ridge Developments. Motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE: Zinkham, Kniess, Plesniak – YES

New Business

A motion was made by Supervisor Zinkham to approve line of credit release #9 in the amount of \$50,652 for Scenic Ridge, motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE: Zinkham, Kniess, Plesniak – YES

A motion was made by Supervisor Zinkham to approve the 2020 advertisement of the completion of the township audit by Maher Duessel, motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE: Zinkham, Kniess, Plesniak – YES

A discussion was held amongst the Board of Supervisors, Township Manager Danielle Rich, and Township Engineer Tom Thompson about asphaltting the cul-de-sacs of Arden Wood. Additional information will need to be gathered.

A motion was made by Supervisor Kniess to approve the advertisement of the 2021 Road Project & 2021 Road Aggregates, 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 enrollment of Township Manager, Danielle Rich into the non-uniform pension plan. Motion was seconded by Supervisor Kniess and passed by a majority vote. VOTE: Zinkham, Kniess, Plesniak – YES

Lancaster Township is currently hiring a part-time, seasonal public works laborer for May -October 2021. Interested applicants should submit their resume to the township office by Friday, March 19, 2021.

The Lancaster Township staff are working on publishing the annual township newsletter and are currently accepting applications for business advertisements. To receive the application form, visit Lancaster-Township.com or contact the Township Manager. Completed forms must be submitted by Friday, March 26, 2021.

PUBLIC COMMENT

Former Part-time Patrolman, Joe McCombs spoke to the Board of Supervisors about running for District Magistrate upon the retirement of current Judge Cybil.

Resident Dan Cox addressed the Board of Supervisors with support of the township moving forward with the Connoquenessing Watershed group.

Resident Josh Inman had several questions about fencing, and both Township Manager, Danielle Rich and Township Engineer Tom Thompson accepted contact information and will reach out upon verification of the township ordinances.

New Resident Cathy Shannon of Arden Woods had several questions about building permits and having an easement on her property. At this time, Lancaster Township would be unable to issue building permits for the requested project with the current easement and have advised the resident to reach out to her Homeowner's Association.

A motion was made by Supervisor Zinkham to adjourn the public meeting at 6:48, was seconded by Supervisor Kniess and passed by a majority vote.

Respectfully submitted:

Christina M. Senft
Secretary/Treasurer