



LANCASTER TOWNSHIP

BUTLER COUNTY, PA

Board of Supervisors – Meeting Summary

- I. Call to Order** – Chairman Plesniak called the October 18, 2021, Board of Supervisors Regular Meeting to order at 6:00 PM.

Members present: Joe Plesniak: Chairman
Kris Kniess: Vice-chairman
Tim Zinkham: Supervisor

Staff and Appointed Officials: Michael Foote, Manager
Neva Stotler, Solicitor
Tom Thompson, Engineer
Mike Cornell, Police Sgt.
Mike Spiker, Road Dept. Foreman

- II. Pledge of Allegiance**

- III. Agenda Additions and/or Revisions**

A. There were no additions or revisions offered by the Board.

- IV. Public Comment on Agenda Items**

A. Chairman Plesniak read an announcement to members of the public attending the meeting:

1. Per Pennsylvania Sunshine Act, 65 Pa.C.S. §§ 701-716, the Lancaster Township Board of Supervisors will place a time limit on public comment commencing with its first meeting January 2022. The time limit will be five (5) minutes per individual, which will be monitored by the Township Manager.

B. There were no comments made

- V. Administrative Business**

A. Chairman Plesniak reported to the audience the recent Executive Sessions held

- 1) September 29, 2021, at 5:30 pm regarding Labor and Personnel matters.
- 2) October 4, 2021 at 5:00 pm regarding Labor matters

B. Approval of Prior Meeting Minutes

- 1) Supervisor Kniess made a motion to approve minutes of the September 20, 2021, Board of Supervisors Regular Meeting. Supervisor Zinkham seconded the motion. Motion carried unanimously.

- 2) Supervisor Kniess made a motion to approve minutes of the September 15, 2021 Multi-Municipality Sewer meeting. Supervisor Zinkham seconded the motion. Motion carried unanimously.
- C. Chair Plesniak made a motion to approve paying Debra Scott for staffing the office on September 2, 2021. Supervisor Zinkham seconded the motion. Motion carried unanimously.
- D. Supervisor Kniess made a motion to approve advertising a Request for Proposals (RFP) for Zoning and Land Use professional services. Supervisor Zinkham seconded the motion. Motion carried unanimously.
- E. Supervisor Zinkham made a motion to approve Resolution 2021-9 appointing C. Michael Foote and Kate Clark as liaisons between the Township and Berkheimer for the purpose of sharing confidential tax information. Supervisor Kniess seconded the motion. Motion carried unanimously.

VI. Finance

A. Financial Reports

1. Supervisor Zinkham made a motion to approve the October Treasurer's Report. Supervisor Kniess seconded the motion. Motion carried unanimously.
2. Supervisor Zinkham made a motion to approve the Bill List for payment of invoices from September 15, 2021, through October 12, totaling \$93,257.80 from the General Fund. Supervisor Kniess seconded the motion. Motion carried unanimously.

B. Budget Workshop Meetings

1. Supervisor Kniess made a motion to approve the advertising of Budget Workshop meetings to be held on at 5:00 PM Thursday, November 4th and at 5:00 PM Thursday, November 11st at the Community Center. Supervisor Zinkham seconded the motion. Motion carried unanimously.

VII. Planning, Land Use, and Zoning

Chair Plesniak informed attendees that the Planning Commission cancelled its October 14, 2021 meeting.

A. Recommended Motions

1. Chair Plesniak made a motion to approve, with conditions from Township Solicitor, CU-21-01- Metarko Storage Facility. Supervisor Zinkham seconded the motion. Motion carried unanimously.
2. Supervisor Kniess made a motion to approve, with conditions stated in the previous motion, LD-21-01- Metarko Land Development – Storage Facility. Supervisor Zinkham seconded the motion. Motion carried unanimously.



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3. Supervisor Kniess made a motion to table M M & L Family Subdivision - Preliminary and Final. Supervisor Zinkham seconded the motion. Motion carried unanimously.
4. Supervisor Kniess made a motion to table Scenic Ridge Final Road Adoption. Supervisor Zinkham seconded the motion. Motion carried unanimously.
5. Supervisor Zinkham made a motion to approve Arden Wood Phase III Set-Aside Agreement in the amount of \$1,842,866.12. Supervisor Kniess seconded the motion. Motion carried unanimously.
6. Supervisor Zinkham made a motion to approve the Arden Wood Phase III – Letter of Credit Release #1 in the amount of 928,528.30. Supervisor Kniess seconded the motion. Motion carried unanimously.
7. Supervisor Zinkham made a motion to approve the Arden Wood Phase II Letter of Credit Release in the amount of \$308,632.98. Supervisor Kniess seconded the motion. Motion carried unanimously.
8. Supervisor Kniess made a motion to approve Arden Duplex 18 – Lots 727 & 728 - Preliminary and Final. Supervisor Zinkham seconded the motion. Motion carried unanimously.
9. Supervisor Zinkham made a motion to approve Arden Duplex 19 –Lot 713- Preliminary and Final. Supervisor Kniess seconded the motion. Motion carried unanimously.
10. Supervisor Zinkham made a motion to approve Proposed Agricultural Security Area – 445 Whitestown Road. Supervisor Kniess seconded the motion. Motion carried unanimously.
11. Supervisor Zinkham made a motion to approve to approve/deny/table the Set-Aside Agreement with Curtis Graf- West Lancaster Rd. in the amount of \$61,651.68 as a financial security and execution of the same; and Escrow in the amount of \$4,000.00. Supervisor Kniess seconded the motion. Motion carried unanimously.
12. Supervisor Kniess made a motion to approve the appointment of C. Michael Foote as Zoning Officer. Supervisor Zinkham seconded the motion. Motion carried unanimously.

B. Building Permits Issued -

Chair Plesniak announced that there were:

- 13 permits issued in September 2021 and year-to-date in 2021 a total of 139 building permit applications were submitted.

VIII. Presentation

A. Management Transition

1. Presentation by John Trant and Chelsea Puff with Strategic Solutions, LLC describing recommendations for areas of Township operations. This was followed by comments for Jason Daily regarding Public Works operations and Chief Bob Johnson regarding Police Department operations.

IX. Administration Report

A. Township Manager's Report

1. Manager Foote reported that he has met with Harmony Fire District on two occasions to discuss funding needs.

B. Solicitor's Report

1. None

C. Chair's Report

1. None

X. Public Works Report

A. Activity Report

1. Roadmaster Spiker reported on various daily operational activities including stormwater mitigation, removal of debris post-rain events, cleaning ditches and culverts, winter preparation, and purchasing road salt for winter operations.

- B. Supervisor Kniess made a motion to approve the purchase of one (1) new Caterpillar Broom, Hydraulic Angle in the amount of \$7,700.00 plus replacement bristles in the amount of \$870.12 for a total purchase of \$8,570.12 Cleveland Brothers CAT. Supervisor Zinkham seconded the motion. Motion carried unanimously.

Question: Supervisor Kniess asked the Manager and Roadmaster if this purchase was in the budget or would have an adverse budget impact.

Answer: Staff advised the Board that the purchase was not identified in the 2021 budget, however due to limited purchases made by Public Works Department, there is sufficient funds available to make the purchase.



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XI. Police Report

- A. Sergeant Cornell reported to the Board the September 2021 Call Report.

XII. Community Outreach

- A. Historical Records Committee
 1. None
- B. Reminder: Shred It Event – October 23, 2021
 1. Chair Plesniak reminded attendees of the upcoming event.
- C. Reminder: Trick or Treat Night – October 30, 2021; 6:00 pm to 8:00 pm
 1. Chair Plesniak reminded attendees of the upcoming event.

XIII. New Business

1. None

XIV. Old Business

1. None

XV. Public Comment for Non-Agenda Items

1. Debbie Golden- 591 Scott Ridge Rd.
 - a. Commented on the Inman hearing and decision, the continued use of the track, and is unhappy that the cease and desist was lifted.
2. Andy Patrylak- 402 Northview Dr.
 - a. Spoke on behalf of the Scenic Ridge Condominium Association regarding a variety of concerns.
 - b. Construction Bond- is there one and is there conditions?
 - c. Stormwater concerns, 96 missing drains, Township plans to hold the Developer compliant to their stormwater plan, desire for an Action Plan and schedule
 - d. Questioned how the Township would check the work of the developer

3. Mike Stoffel- 164 Salt Work Rd.
 - a. Requested upgrades to salt Work rd.
 - b. Inlet to Pond
4. Doug Marshall- 591 Salt Scott Ridge Rd.
 - a. Inquired on how to lodge a formal complaint against Mr. Inman.
 - b. He is concerned about erosion, drainage, and lights at the track.

XVI. Adjournment

1. Supervisor Kniess made a motion to Adjourn at 7:31 PM. Supervisor Zinkham seconded the motion. Motion carried unanimously.