



LANCASTER TOWNSHIP

BUTLER COUNTY, PA

Board of Supervisors – Meeting Agenda

- I. **Call to Order** – January 17, 2022, Board of Supervisors Regular Meeting
- II. **Pledge of Allegiance**
- III. **Agenda Additions and/or Revisions**
- IV. **Public Comment on Agenda Items**
- V. **Administrative Business**
 - A. Approval of Prior Meeting Minutes
 1. **Suggested Motion**: Move to approve minutes of the January 3, 2022, Board of Supervisors Organization and Agenda Prep Meeting.
 2. **Suggested Motion**: Move to approve minutes of the December 13, 2021, Board of Supervisors Regular Meeting
 - B. Appointment of registered elector of the township to serve as the chair of the vacancy board
 1. Suggested name to fill vacancy
 - a. **Suggested Motion**: Move to appoint _____ registered elector of the township.
- B. Resolutions for the Board’s consideration to adopt:
 1. Resolution number 2022-4 Public Comment Period Guidelines
 - a. **Suggested Motion**: Move to adopt Resolution number 2022-4 Public Comment Period Guidelines
 2. Resolution number 2022-5 Butler County 2021 Hazard Mitigation Plan
 - a. **Suggested Motion**: Move to adopt Resolution number 2022-5 Butler County 2021 Hazard Mitigation Plan.
 3. Resolution number 2022-6 Public Meeting Decorum Guidelines
 - a. **Suggested Motion**: Move to adopt Resolution number 2022-6 Public Meeting Decorum Guidelines.



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VI. Finance

A. Financial Report

1. **Suggested Motion:** Move to approve the January Treasurer's Report.

B. Bill Pay List

1. **Suggested Motion:** Move to approve the Bill List for payment of invoices from December 8, 2021, through January 11, 2022, totaling \$17,302.76 from the General Fund.

C. Appointment of Maher Duessel: Per Section 917(b) of the Township Code; staff recommends appointing Maher Duessel to perform the annual audit for FY 2021 at a price not to exceed \$6,500.00.

1. **Suggested Motion:** Move to adopt Resolution 2022-10 appointing Maher Duessel to perform the annual audit for fiscal year 2021 and establishing the compensation of said audit.

D. Board of Auditors- Appointment of Mike Doban to fill a vacancy on the Board of Auditors for a six-year term.

1. **Suggested Motion:** Move to appoint Mike Doban to the Board of Auditors for a six-year term.

VII. Planning, Land Use, and Zoning

Note: The January 13, 2022 Planning Commission meeting was cancelled.

A. Resolutions for the Board's consideration to adopt

1. Resolution number 2022-07 Scenic Ridge- accepting the new section of Heatherfield Court, Laurel Court, Northview Drive and Wedgewood Court in the Scenic Ridge Phase III Plan of Lots as public roadways in Lancaster Township, all as provided in Section 2316 of the Second Class Township Code, 53 P.S. 67316.
 - a. **Suggested Motion:** Move to adopt Resolution 2022-07 accepting the new section of Heatherfield Court, Laurel Court, Northview Drive and Wedgewood Court in the Scenic Ridge Phase III Plan of Lots as public roadways in Lancaster Township.



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2. Resolution number 2022-08 Harmony Ridge- accepting Vista Court in the Harmony Ridge Phase 2 Plan of Lots as a public roadway in the Township of Lancaster, all as provided in Section 2316 of the Second Class Township Code, 53 P.S. 67316.
 - a. **Suggested Motion:** Move to adopt Resolution 2022-08 accepting Vista Court in the Harmony Ridge Phase 2 Plan of Lots as a public roadway in Lancaster Township.
 3. Resolution number 2022-09 Arden Wood-accepting Arden Drive and Touchstone Court in the Arden Wood Plan of Lots as public roadways in the Township of Lancaster, all as provided in Section 2316 of the Second Class Township Code, 53 P.S. 67316.
 - a. **Suggested Motion:** Move to adopt Resolution 2022-09 accepting Arden Drive and Touchstone Court in the Arden Wood Plan of Lots as public roadways in Lancaster Township.
- B. Other business
1. Harmony Ridge II (Vista Court): Operation and Maintenance Agreement for Stormwater Management Best Practices- Staff requests approval to execute document putting in place stormwater management plan and related infrastructure at Harmony Ridge.
 - a. **Suggested Motion:** Move to approve Operation and Maintenance Agreement for Stormwater Management Best Practices at Harmony Ridge II and authorize the Chairman to execute the same.
 2. Metarko- Approval of Developer Agreement, Financial Security, and Operation and Maintenance Agreement for Stormwater Management Best Practices.
 - a. **Suggested Motion:** Move to approve Developer's Agreement and Operation and Maintenance Agreement for Stormwater Management Best Practices.



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3. Arden Wood- Arden Wood Phase III Letter of Credit Release #3.

- a. **Suggested Motion:** Move to approve Arden Wood Phase III Letter of Credit Release #3 in the amount of \$109,264.03.

6. Arden Duplex Amendment 23- Lot 736- Preliminary and Final Subdivision Plan.

- a. **Suggested Motion:** Move to approve Arden Duplex 23– Lot 736- Preliminary and Final Subdivision Plan.

C. Building Permits

1. December Building Permits: 10
2. YTD Permits: Total of 182 building permit applications submitted in 2021.
3. PDF provided on the township's web site and at front table

VIII. Police Department

A. Police Report

1. Number of calls December 2021: 86
2. December 2020/2021 comparison: 98/86
3. YTD (2020/2021) comparison: 1,817/2,068

IX. Road Department

A. Report

X. Community Outreach

A. Historical Records Committee

XI. Administration Report

- A. Township Manager's Report
- B. Solicitor's Report
- C. Engineers Report
- D. Chair's Report

XII. New Business

A. Park Grant

XIII. Old Business

A. Township offices



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XIV. Public Comment for Non-Agenda Items

XV. Adjournment

Meeting Procedures

The following rules of conduct apply for Lancaster Township Public Meetings:

1. Members of the public can only speak during Board of Supervisors meetings under the following circumstances:
 - a. The citizen has made a formal request to the Board of Supervisors to make a personal appearance before the Board;
Or,
 - b. During a public meeting under Public Comment period to address comments, questions, concerns, or support for an item or items which are on the public meeting agenda;
Or,
 - c. A citizen may speak under Public Comment at the end of the meeting to address comments, questions, concerns, or support for an item or items which are **not** on the public meeting agenda.
2. When the public comments portion of the public hearing is opened, the Chairman will first invite any individuals who have signed in for public comment to speak.
3. If you wish to speak to the Board of Supervisors, please proceed to the podium and state your name and address. Spelling of your last name would be appreciated.
4. Please turn off (or place on silent) any pagers or cellular phones.
5. Please do not talk on phones or with another person in the audience during the meeting.
6. Please no public displays, such as clapping, cheering, or comments when another person is speaking.
7. While you may not agree with what an individual is saying to the Board of Supervisors, please treat everyone with courtesy and respect during the meeting.
8. In the interest of preserving time, speakers should limit repetitious comments and, where appropriate, acknowledge agreement with a previous speaker's comment or position.
9. Other than during public comment periods, members of the public should refrain from calling out and may only comment on issues being discussed during the meeting under the Public Comment Period.