



# LANCASTER TOWNSHIP

## BUTLER COUNTY, PA

### **Board of Supervisors – Regular Business Meeting Summary**

- I. Call to order** — Chairman Plesniak called the March 21, 2022, Board of Supervisors Business Meeting to order at 6:01pm.

Members present: Joe Plesniak, Chairman  
Greg Kessler, Vice-Chairman  
Tim Zinkham, Supervisor

Staff and Appointed Officials: C. Michael Foote, Manager  
Neva Stotler, Solicitor  
Tom Thompson, Engineer  
Mike Cornell, Police Department  
Mike Spiker, Road Department  
Jean Ignatuk, Office Administrator

Special Guest: Ben Levinger, Downtown Redevelopment Services

- II. Pledge of Allegiance** – Chairman Plesniak led the attendees in the Pledge of Allegiance.

- III. Agenda Revisions or Additions** – Chairman Plesniak asked whether there were any revisions or additions to the agenda.

Manager Foote stated that Item 5A, the advertising of Ordinance 2022-02, would be removed from the agenda. After further consultation with the Solicitor, it was determined that this item did not need to be addressed again since the item had already been approved by the board at the March 7 Agenda Prep Meeting. Manager Foote stated that the item had been listed in tonight's agenda out of a desire for transparency for the public because some changes were made to the Ordinance and the advertising had not yet taken place.

Manager Foote stated that he wanted to clarify that Item 5C is italicized because it is a placeholder for the next meeting and no voting will take place on Ordinance 2022-02. Once the Ordinance is advertised the Board can consider the motion to approve it at its next meeting.



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Manager Foote then stated that he would like to read an e-mail to the Board under the New Business agenda item.

Manager Foote then stated that Ben Levinger from Downtown Redevelopment Services is in attendance. The Township has signed a professional service agreement with Mr. Levinger's firm to provide various services to the Township. Mr. Foote would like Mr. Levinger to have time to introduce himself to the Board.

**IV. Public Comment on Agenda Items** – Chairman Plesniak asked whether there was any public comment on agenda items. No members of the public spoke.

**V. Administrative Business**

A. Chairman Plesniak introduced for discussion Resolution 2022-12. Chairman Plesniak stated that Western Butler County Authority has proposed, per the Pennsylvania Sewage Facilities Act, the development of a parcel of land identified as Harmony Pump Station Infrastructure Improvements. The Sewage Facilities Planning Module is for pump station upgrades and sewer improvements. Chairman Plesniak asked Engineer Tom Thompson to discuss the topic.

Mr. Thompson stated that WBCA will upgrade some of the sewer lines along Scholar's Run. The Harmony Pump station will remain where it is located, but improvements will be made. WBCA is looking at potentially re-routing the discharge from the Harmony Pump Station through Zelianople in a different location. Mr. Thompson stated that this part of the project will not have any impact on the Township.

1. Chairman Plesniak requested a motion to adopt Resolution 2022-12. Vice-Chairman Kessler moved to adopt Resolution 2022-12 as a submission to DEP for approval of a revision to the Official Sewage Facilities Plan of Lancaster Township. Supervisor Zinkham seconded the motion. Motion carried unanimously.

B. Chairman Plesniak introduced for discussion Resolution 2022-13 authorizing continued support, participation, and distribution of funds to Cranberry Township to assist in the facilitation of efforts for the Lower Connoquenessing Group. \$2,000 of ARPA Funds will be utilized for payment of facilitation expenses. Chairman Plesniak stated that this began with 10 municipalities' Comprehensive Plan to address stormwater runoff and this is a continuation of that plan.



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Vice-Chairman Kessler asked whether the \$2,000 was a one-time payment or ongoing. Manager Foote stated that it was a one-time payment that the Township would make along with the other municipalities that are participating.

Chairman Plesniak asked Engineer Thompson to discuss what the benefits of the program are. Mr. Thompson stated that the Township being involved with the group will allow the Township to receive grants for stormwater improvements that are necessary either for the Township or in conjunction with municipalities that are downstream from the Township such as Harmony and Jackson Township.

Chairman Plesniak stated that the Board has no interest in imposing a stormwater impact fee. Chairman Plesniak stated that the reason for the authorization is to put the Township in a better position to receive grant funding. Chairman Plesniak stated that he does not believe that a stormwater impact fee is suited for Lancaster Township. He stated that a stormwater impact fee would be more of a detriment than a help because the impact fee would be imposed on landowners who have had property for generations and the impact fee may cause them to have to liquidate their property and, if they did that, it would be a developer that would buy the property and then that would contribute further to stormwater runoff.

1. Chairman Plesniak requested a motion to adopt Resolution 2022-13. Supervisor Zinkham moved to adopt Resolution 2022-13 authorizing continued support, participation, and distribution of \$2,000 of ARPA funds to Cranberry Township to assist in the facilitation of efforts for the Lower Connoquenessing Group. Vice-Chairman Kessler seconded the motion. Motion carried unanimously.

### C. Approval of Prior Meeting Minutes

1. Chairman Plesniak asked whether there were any additions or corrections to the minutes of the February 21, 2022, Board of Supervisors Business Meeting. No one gave any additions or corrections.
  - a. Supervisor Zinkham moved to approve the minutes of the February 21, 2022 Board of Supervisors Business Meeting. Vice-Chairman Kessler seconded the motion. Motion carried unanimously.
2. Chairman Plesniak asked whether there were any additions or corrections to the minutes of the March 7, 2022, Board of Supervisors Agenda Preparation Meeting. No one gave any additions or corrections.



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- a. Supervisor Zinkham moved to approve the minutes of the March 7, 2022 Board of Supervisors Agenda Preparation Meeting. Vice-Chairman Kessler seconded the motion. Motion carried unanimously.

### **VI. Finance**

- A. Financial Report -- Chairman Plesniak asked if everyone had had a chance to review the March Treasurer's Report. No comments were made.
  1. Vice-Chairman Kessler moved to approve the March Treasurer's Report. Supervisor Zinkham seconded the motion. Motion carried unanimously.
- B. Bill Pay List -- Chairman Plesniak requested a motion to approve the Bill Pay List for payment of invoices from February 16, 2022, through March 15, 2022, totaling \$49,586.67 from the General Fund.
  1. Vice-Chairman Kessler moved to approve the Bill Pay. Supervisor Zinkham seconded the motion. Motion carried unanimously.

### **VII. Planning, Land Use, and Zoning**

- A. Chairman Plesniak stated that there were no resolutions for the board's consideration to adopt at this time.
- B. Other Business
  1. Chairman Plesniak introduced for discussion Arden Duplex Amendment 26- Lot 735- Preliminary and Final Subdivision Plan.
    - a. Supervisor Zinkham moved to approve Arden Duplex 26- Lot 735- Preliminary and Final Subdivision Plan. Vice-Chairman Kessler seconded the motion. Motion carried unanimously.
  2. Chairman Plesniak introduced for discussion Scenic Ridge Partners, LP Irrevocable Letter of Credit #SB-004036. Chairman Plesniak stated that staff recommends releasing, in its entirety, Scenic Ridge Partners, LP Irrevocable Letter of Credit #SB-004036 because the developer has met all terms and conditions under the letter of credit from S&T Bank. Chairman Plesniak asked Engineer Tom Thompson if the checklist was complete. Mr. Thompson stated that it is.
    - a. Chairman Plesniak requested a motion to release in its entirety Irrevocable Letter of Credit #SB-004036. Vice-Chairman Kessler moved to release in its



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entirety Irrevocable Letter of Credit #SB-004036. Supervisor Zinkham seconded the motion. Motion carried unanimously.

C. Chairman Plesniak announced that the number of building permits issued in February was 3. The total number of building permits issued so far in 2022 was 16. Chairman Plesniak announced that a PDF of the building permits issued can be found on the Township's Web site.

### **VIII. Police Department**

A. Police Report – Chairman Plesniak asked Sergeant Cornell for his report. Sergeant Cornell stated that the total call volume increased by 6% in February over the previous year. Year to Date his office has seen a 9% increase in call volume over the previous year. Some of the main increases are medical. The medical calls have increased by 28%. Overall for the year the medical increase was 35%. There was an increase in false alarms, as well as speeding citations. Sergeant Cornell stated that Office Administrator Jean Ignatuk created the bar graphs in the report to help the Supervisors visualize the increases. Manager Foote stated that the Police Reports are available for the general public to access on the Township Web site. Mr. Foote stated that his office is collecting data for the Public Works Department and that his plan is that next year his office will provide the same types of reports for the Public Works Department, as well.

### **IX. Road Department**

A. Roads Report – Chairman Plesniak asked Roadmaster Mike Spiker for his report. Mr. Spiker stated that in February the Township experienced eight snow events. Two major events required plowing. During the other six events materials were applied to roads only. 131 total winter maintenance work hours were performed in February. 130 tons of salt, 95 tons of antiskid and 1,100 gallons of salt-brine were applied to Township roads in February. Mr. Spiker stated that in response to Jay Wack's question about Swain Hill Mr. Spiker has been in contact with Youngblood Paving and they are supposed come out to fix the road. He may also tar and chip Swain Hill Road this year.

Chairman Plesniak stated that the Board would like to thank Mr. Spiker and his crew for maintaining the roads this winter and keeping everyone safe. Chairman Plesniak also stated that he would like to recognize the police department for calling out the public works department whenever the roads get slippery. Chairman Plesniak stated that everyone always says that the Township roads are better than the state roads.



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Chairman Plesniak requested a motion to approve advertising for the 2022 Bids for materials (stone and aggregate) and tar & chipping. Supervisor Zinkham asked for an estimated cost. Manager Foote stated that the total cost of all projects would be under budget.

- a. Vice-Chairman Kessler moved to approve advertisement of the 2022 Township Maintenance Project and Materials Bids. Supervisor Zinkham seconded the motion. Motion carried unanimously.

### **X. Community Outreach**

- A. Historical Records Committee – Kathy Ligday stated that the committee has begun holding office hours again when they are able to. Ms. Ligday stated that Ms. Ignatuk came to the office and took pictures and gathered information for the newsletter.

### **XI. Administration Reports:**

- A. Township Manager’s Report – Manager Foote stated that he wanted to make the board aware that he plans to speak to them about allocating the ARPA funds at the April Agenda Prep Meeting. Mr. Foote also stated that now that the Township has received some tax revenue that he plans to remove the ARPA funds from the General Fund and move them into the ARPA account.  
Mr. Foote stated that the office remodel is almost complete. A vendor will soon be installing the new front door.
- B. Solicitor’s Report – Solicitor Neva Stotler stated that she did not have anything add at this time.
- C. Engineers Report – Mr. Thompson stated that he did not have anything to add at this time.
- D. Chair’s Report – Chairman Plesniak stated that he did not have anything to report at this time.

- XII. New Business** -- Manager Foote stated that he received an e-mail from Joe Buccini regarding a request for the Butler Interfaith Fellowship Softball League to place a storage locker at the Lancaster Township softball field. The storage locker would be purchased and maintained by the league and would be utilized for the group to store equipment such as a field liner, shovels and rakes needed for the softball games. The location would be behind home plate where the green metal box is located. Chairman Plesniak stated that as long as it’s anchored well it sounded like a good idea. Supervisor Zinkham and Vice-Chairman Kessler agreed.

Manager Foote invited Ben Levinger to address the board. Mr. Levinger stated that he is with Downtown Redevelopment Services. He stated that his firm would be assisting the Township with planning, zoning updates, grants, and anything in the planning realm that



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the township would need assistance with. Mr. Levinger stated that he works in Akron, Ohio and that his firm has worked with Zelenople, Evans City, Mars, Callery and Harmony Fire District. He stated that his firm is very familiar with the area. Mr. Levinger encouraged the board to reach out to him with any questions.

Chairman Plesniak stated that at the organization meeting this year he had offered the position of chair for anyone that would like to have it. Vice-Chairman Kessler stated that he would like to have the position, but he would like to be more familiar with the operations of the township first. Chairman Plesniak stated that he and Vice-Chairman Kessler had agreed to wait until the end of the first quarter to make the change. Now that the end of the first quarter has arrived, Chairman Plesniak moved to appoint Greg Kessler as Chairman starting at the end of the first quarter and for himself to take the position of Vice-Chairman. Supervisor Zinkham seconded the motion. Motion carried unanimously.

### **XIII. Old Business – none.**

**XIV. Public Comment for Non-Agenda Items** – Connie Domhoff stated that three or four trees were removed at the edge of the parking lot and she wanted to know when they would be replaced. Chairman Plesniak stated that he would address the issue. Ms. Domhoff then stated that she would like the exit signs in the Community Center parking lot removed because delivery drivers get confused by them. Ms. Domhoff stated that she would like there to be one large exit sign by the rock. Chairman Plesniak stated that he would take it under consideration and that he would discuss it with Office Cornell.

Dennis Kerr 527 Scott Ridge Road addressed the board considering parking issues at his upcoming consignment sale on Saturday. Mr. Kerr stated that he will provide parking in his field and he will put “No Parking” signs at the crest of the hill. Mr. Kerr stated that he will sweep and clean the roads after the event takes place. Mr. Kerr wanted to know if it would be OK for cars to park along the Scott Ridge Rd. with two tires off the roadway during his event. Chairman Plesniak stated that the issue was with safety and the was unsafe for cars to park on the hill because of visibility issues. The other concern was that residents don’t want cars parking with two wheels on their property. Chairman Plesniak stated that Mr. Kerr cannot tell property owners that they cannot ribbon off their property with “No Parking” Signs. Chairman Plesniak stated that he would like to see Mr. Kerr’s auction to grow every year, but that the safest route would be for Mr. Kerr to provide more off-street parking for the event.

Manager Foote stated that he wanted to read an e-mail that he had received from Rob Carson who lives at 202 Salt Works Rd. Mr. Carson stated that the Arden Woods developers have ignored noise ordinances and started working as early as 6:30am and as late as midnight, hammering and working under extremely bright lights.



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On March 17 the crew sprayed ground-up hay which created a giant dust cloud that triggered his wife's asthma inside the house with all the windows closed. Mr. Carson said that his entire property was covered with dirt from the event.. Mr. Carson stated that he has tried speaking with the developer, but the maladies continue. Mr. Carson asked the Board to review the issue. Chairman Plesniak asked Manager Foote to contact the developer to discuss the issue and report back to the board.

Melissa Crawford at 162 Salt Works Rd. stated that as a result of the construction of Arden Woods she is experiencing spot lights directly into her bedroom window all night long. There is also a lot of noise from generators throughout the night.

Chairman Plesniak stated that the Board would look into the issue.

Frank Noland of 565 Perry Highway stated that he came to the meeting on March 7, 2022 and no one was there. Chairman Plesniak stated that the meetings that take place on the first Monday of the month are Agenda Prep Meetings and they are held on Zoom and the link can be accessed through a link on the Township Web site. The Board of Supervisors Business meetings that are held the third Monday of the month are held in person.

- XV. Adjournment--** Chairman Plesniak moved to adjourn the meeting at 6:46pm. Supervisor Zinkham seconded the motion. Motion to adjourn was carried unanimously.