



LANCASTER TOWNSHIP

BUTLER COUNTY, PA

Board of Supervisors – Regular Business Meeting Summary

- I. Call to order**— Chairman Kessler called the May 16, 2022, Board of Supervisors Business Meeting to order at 6:00pm.

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

Staff and Appointed C. Michael Foote, Manager
Officials: Tom Thompson, Engineer
 Mike Cornell, Police Department
 Mike Spiker, Road Department

- II. Pledge of Allegiance**— Chairman Kessler led the attendees in the Pledge of Allegiance.

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

Manager Foote stated that he would like to add to Item V. Discussion Items, topic C. Agricultural Security Area application submitted by David and Heather Cox.

- IV. Public Comment on Agenda Items**

- None

- V. Discussion Items**

- A. Western Butler County Authority- Report from WBCA Manager and Engineering Firm (HRG)

Chad Hanley and Samantha Schmucker with HRG and Autumn Crawford with WBCA presented updates to the Board. Mr. Hanley requested that the Board



LANCASTER TOWNSHIP

BUTLER COUNTY, PA

consider adopting a resolution in support of the revised 537 Plan. The revised plan is a result of the work performed by steering committee members during meetings with the plan review consultant Larson Design Group. The steering committee members representing Lancaster Township are in favor of approving the plan.

B. Proclamation- National Public Works Week May 15 through May 21, 2022

Chairman Kessler read aloud the proclamation to the audience.

C. Agricultural Security Area (ASA)

Manager Foote informed the Board that David and Heather Cox submitted an application for a modification to the township's ASA. Manager Foote requested permission to advertise and schedule a hearing. Vice-Chairman Plesniak moved to approve advertising and schedule a hearing for the Cox application. Supervisor Zinkham seconded the motion. Motion carried unanimously.

VI. Administrative Business

A. Approval of Prior Meeting Minutes

Supervisor Zinkham moved to approve the minutes of the April 18, 2022, Board of Supervisors Business Meeting. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously.

Supervisor Zinkham moved to approve the minutes of the May 2, 2022, Board of Supervisors Agenda preparation Meeting. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously.

B. Resolution

1. America 250PA- Support for the Pennsylvania Commission for the US Semiquincentennial to plan, encourage, develop, and coordinate the commemoration of the 250th anniversary of the United States.

Vice-Chairman Plesniak moved to adopt Resolution 2022-14 supporting the Pennsylvania Commission for the US Semiquincentennial. Supervisor Zinkham seconded the motion. Motion carried unanimously.



LANCASTER TOWNSHIP

BUTLER COUNTY, PA

VII. Finance

A. Financial Report

Supervisor Zinkham moved to accept the May 2022 Treasurer's Report. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously

B. Bill Pay List

Vice-Chairman Plesniak moved to approve the Bill List for payment of invoices from April 13, 2022, through May 10, 2022, totaling \$47,464.66 from the General Fund. Supervisor Zinkham seconded the motion. Motion carried unanimously.

VIII. Planning, Land Use, and Zoning

A. Resolutions for the Board's consideration to adopt

1. Resolution: No Resolutions for consideration at this time.

B. Other business

1. Arden Wood Phase III April 4, 2022 request for a Letter of Credit release #5 in the amount of \$49,359.33 from their financial security.

Supervisor Zinkham moved to approve Arden Wood Phase III Letter of Credit release #5 in the amount of \$49,359.33. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously

2. Arden Duplex Amendment 27- Lot 708- Preliminary and Final Subdivision Plan.

Vice-Chairman Plesniak moved to approve Arden Duplex 27- Lot 708- Preliminary and Final Subdivision Plan. Supervisor Zinkham seconded the motion. Motion carried unanimously.



LANCASTER TOWNSHIP

BUTLER COUNTY, PA

3. JAMAC, LLC Subdivision Plan- Property is located on Scott Ridge Road (200-4F100-A2-0000).

Vice-Chairman Plesniak moved to approve JAMAC, LLC Plan of Lots- Preliminary and Final Subdivision Plan. Supervisor Zinkham seconded the motion. Motion carried unanimously.

4. McCoy Plan of Lots- Preliminary and Final Subdivision Plan. Properties are located at 104 Deerfield Lane and 191 Metcalf Road (200-4F100-A28-0000 & 200-4F100-A28A).

Supervisor Zinkham moved to approve McCoy Plan of Lots- Preliminary and Final Subdivision Plan. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously

C. Building Permits

Chairman Kessler announced that the number of building permits issued in April was 12. The total number of building permits issued so far in 2022 was 46. Chairman Kessler announced that a PDF of the building permits issued can be found on the Township's website and paper copies of the report are available on the back table.

IX. Police Department

- A. Police Report- Chairman Kessler asked Sergeant Cornell for his report. Sergeant Cornell read from his prepared report.

X. Road Department

- A. Road department Report- Chairman Kessler asked Roadmaster Mike Spiker for his report. Mr. Spiker read from his prepared report.

Supervisor Zinkham asked if the crack sealing work had been completed, Mr. Spiker replied "yes". Supervisor Zinkham also asked about Swain Hill Road and the Tar & Chip Project, Mr. Spiker replied the project is scheduled for the middle of June.



LANCASTER TOWNSHIP

BUTLER COUNTY, PA

XI. Community Outreach

A. Historical Records Committee

Kathy Ligday shared with the Board that volunteers from the Historical Records Committee labeled and sorted the newsletters to help out the township. In addition, Kathy felt that the township should not consider the request for an increase in rent. They are experiencing water issues, intrusion of rainwater, and the damage to historical items.

XII. Administration Reports:

A. Township Manager's Report

Manager Foote informed the Board that the Newsletter was delivered to the post office last Friday (May 13) and that he heard that some folks have received a copy. He thanked Kathy Ligday and the volunteers for helping with labeling and sorting of the newsletters. He also mentioned that the partnership with Seneca Landfill- Clean Up Week will be the 2nd week of June.

Manager Foote advised the Board that he has received requests for replacement of Private Lane signs. He wanted to confirm the policy with the supervisors. In order for the signs to be uniform and consistent, the township will order signs and install, then send invoice to owner (s) of private lane for reimbursement. The supervisors were in agreement with that policy.

Interviews for the vacant Office Administrator position will take place this week and next. The township has received 27 resumes through Indeed and an ad was placed in the Butler Eagle.

B. Solicitor's Report

- None

C. Engineers Report

Mr. Thompson informed the Board that they will see an increase in building permits next month due to a large project at Pine Valley Estates generating about a dozen permits.

D. Chair's Report

- None



LANCASTER TOWNSHIP

BUTLER COUNTY, PA

XIII. New Business

- None

XIV. Old Business

- None

XV. Public Comment for Non-Agenda Items

- None

XVI. Adjournment

Chairman Kessler moved to adjourn the meeting at 6:31 pm. Supervisor Zinkham seconded the motion. Motion to adjourn was carried unanimously.