



LANCASTER TOWNSHIP

BUTLER COUNTY, PA

Board of Supervisors – Regular Business Meeting Summary

- I. Call to order**— Chairman Kessler called the June 20, 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.

1. Chairman Kessler requested a motion to add agenda item under Section VIII, Item B, Appointment of Agricultural Security Committee.
2. Vice-Chair Plesniak made a motion to add agenda item under Section VIII, Item B, Appointment of Agricultural Security Committee.
 - a. Supervisor Zinkham seconded the motion. There was no discussion. The motion passed unanimously.

- IV. Public Comment on Agenda Items**— Chairman Kessler asked if there was any public comment on agenda items; there was none.



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V. Discussion Items

- A. Chairman Kessler shared with attendees that Town Hall Public Meeting on Monday, July 18th from 7:00 to 8:00 pm.
- B. Chairman Kessler shared with attendees that there will be no Agenda Preparation Meeting due to holiday on July 4, 2022.

VI. Administrative Business

- A. WBCA 537 Plan Resolution- Vice-Chairman Plesniak moved to adopt Resolution 2022-15 adopting an ACT 537 Sewage Facilities Plan update.
- B. Copier Lease- Vice-Chairman Plesniak moved to authorize Township Manager to enter into a 60 month lease/purchase agreement for a Savin IMC3000 Copier, Printer, and Scanner with payments of \$138.00 per month.
- C. Historical Committee
 - 1. Bank Account- Manager Foote share his recommendation with the Board; the Township would facilitate an account with NexTier bank on behalf of the Historical Committee.
- D. Approval of Prior Meeting Minutes
 - 1. Supervisor Zinkham moved to approve the minutes of the May 16, 2022, Board of Supervisors Business Meeting. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously.
 - 2. Supervisor Zinkham moved to approve the minutes of the June 6, 2022, Board of Supervisors Agenda preparation Meeting. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously

VII. Finance

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

- A. Bill Pay List— Vice-Chairman Plesniak moved to approve the Bill List for payment of invoices from May 10, 2022, through June 14, 2022, totaling \$26,009.48 from the General Fund and \$10,057.50 from the Highway Aid Fund. Supervisor Zinkham



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seconded the motion. Motion carried unanimously.

VIII. Planning, Land Use, and Zoning

A. Resolutions for the Board's consideration to adopt

1. Chairman Kessler announced that there were no Resolutions for consideration at this time.

B. Other Business

1. Modification to Lancaster Township Agricultural Area- David and Heather Cox

- a. Chairman Kessler made a motion to appoint the following members to the 2022 Ag. Security Committee: Greg Kessler (Board of Supervisor Chair), Rich Marcotte (farmer), Mike Schiever (farmer), Colton Schiever (farmer), Dennis Kerr (farmer), Doug Marshall (resident) and any other future appointee.

- b. Supervisor Zinkham seconded the motion. There was no discussion. The motion passed unanimously.

- c. Vice-Chairman Plesniak asked if there was a need to advertise for the hearing and posting of the property.

- 1) Staff responded, not at this time. Once the Agricultural Security Area Advisory Committee meets, a date will be established.

2. Arden Duplex Amendment 28- Lot 720- Preliminary and Final Subdivision Plan— Supervisor Zinkham moved to approve Arden Wood Duplex 28– Lot 720- Preliminary and Final Subdivision Plan. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously

C. Building Permits

1. Chairman Kessler announced that the number of building permits issued May was 32. The total number of building permits issued so far in 2022 was 80. 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.

B. Vice-Chair Plesniak asked about the taser purchase. Manager Foote responded that he would make a recommendation after he completes a six-month financial review.



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

- XI.** Community Outreach
 - A. Historical Records Committee Report by Kathy Ligday: She mentioned the committee was down to three volunteers and the need for new members. Heritage Day will take place this year and they are working on a calendar.

- XII.** Administration Reports:
 - A. Township Manager's Report
 - 1. The front door project is almost complete; installed and painted
 - 2. The 2022 Grant funded project at Bauder park has commenced
 - 3. A new vendor for office trainers has been identified and a site visit is planned in the coming weeks
 - 4. Background check for the new office administrator is almost complete and we are still planning for a July 5th start date
 - 5. Management received notice from a part-time officer that they will be leaving in the next several weeks. Staff will bring a motion to advertise to the next meeting

 - B. Solicitor's Report
 - 1. None

 - C. Engineers Report
 - 1. ARPA Funding for stormwater projects is available from Butler County; it is recommended that staff submit an application for funding

 - D. Chair's Report
 - 1. None

- XIII.** New Business— None

- XIV.** Old Business— None

- XV.** Public Comment for Non-Agenda Items
 - 1. Heather Cox asked if the Chair would read the member names of the Agricultural Security Area Advisory Committee
 - 2. Connie Domhoff asked for an update to the website to include recent meeting minutes.
 - 3. Connie Domhoff asked for meetings to be posted on the web site as far in advance as possible.



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4. Connie Domhoff asked about a center line on Salt Works Road. Supervisor Zinkham responded that the Township planning to install a center line, however there was an issue in purchasing paint.
5. Connie Domhoff expressed her displeasure with the shrubs on the side of the Community Center.
6. Connie Domhoff expressed her displeasure with the white line near the Community Center (installed as a visual cue for cars to identify the exit)
7. Connie Domhoff expressed her concern about a property on Perry Hwy. Staff will investigate.
8. Connie Domhoff was concerned about a chain link fence near her parents' home. Tom Thompson informed her that it will be removed once the construction work is done.

XVI. Adjournment

1. Chairman Kessler moved to adjourn the meeting at 6:30 pm. Supervisor Zinkham seconded the motion. Motion to adjourn was carried unanimously.



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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.