



LANCASTER TOWNSHIP

BUTLER COUNTY, PA

Board of Supervisors – Agenda Prep Meeting Summary

Note: The meeting was held virtually over Zoom

- I. Call to order**— Chairman Kessler called the November 7, 2022, Board of Supervisor Agenda Preparation 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: Neva Stotler, Solicitor
 Tom Thompson, Engineer
 Kristine Smalley, Office Administrator

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

III. Agenda Revisions or Additions

1. Vice-Chair Plesniak asked if there were any revisions or additions to the agenda.
 - a. None were offered by attendees
 - b. Manager Foote reported agenda revisions to
 - 1 IV. 2. Approval to move forward with the Part-Time Police Officer
 - 2 VI. B. Approval of Resolution 2022-26 for Harmony Fire District Infrastructure Bank Loan

IV. Public Comment on Agenda Items – No Comments

1. Vice-Chair Plesniak asked if there were any revisions or additions to the agenda.
 - a. No comments from attendees.



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V. Discussion Items

1. Harmony Fire District will present to the Board on November 21, 2022
2. Budget Hearing Dates
 - a. Wednesday, November 9 and Tuesday, November 15, 2022 at 6:00 PM
3. Comprehensive Plan
 - a. Open House Results
 - a. Manger Foote would like to discuss the next steps of the Comprehensive Plan after the recent open house at the November 21st 2022 Board of Supervisors Meeting.

VI. Administrative Business- (NO VOTING TO TAKE PLACE)

A. Approval of Prior Meeting Minutes (no voting to take place)

Chairman Kessler announced that these motions will be considered at the November 21st meeting.

1. **Suggested Motion**: Move to approve minutes of the October 17, 2022, Board of Supervisors Business Meeting.
2. **Suggested Motion**: Move to approve minutes of the November 7, 2022, Board of Supervisors Agenda preparation Meeting.

B. Resolution 2022-26 – Harmony Fire District Infrastructure Bank Loan

1. Supervisor Zinkham moved to adopt Resolution 2022-26 supporting the application and support of the application and submission to the Butler County Infrastructure Bank Program by the Harmony Fire District. Vice Chairman seconded the motion. Motion carried unanimously.

VII. Financial Business

Note: Chairman Kessler informed attendees that no voting will take place this evening for the items listed under this the agenda topic. Upcoming motions will take place at the November 21, 2022, Regular Meeting.



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A. Financial Report-TBA

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

B. Bill Pay List- TBA

1. **Suggested Motion:** Move to approve the Bill List for payment of invoices from October 12, 2022, through November 15, 2022, totaling \$XXX from the General Fund and \$4,507.20 from the ACT 13 Fund.

VIII. Planning, Land Use, and Zoning

A. Other business (NO VOTING TO TAKE PLACE)

1. Plantations I- Developer, Brennan Homes, request the township adopt Savannah Drive, St. Simons Drive, and Vidalia Drive as public roadways in the Township.

Resolution 2022-17 Accepting Savannah Drive, St. Simmons Drive, and Vidalia Drive in the Plantations Phase I 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 2022-17 Savannah Drive, St. Simons Drive, and Vidalia Drive in the Plantations Phase I Plan of Lots as public roadways in Lancaster Township.
2. Letter of Credit Release – Plantations
 - a. **Suggested Motion:** Move to approve Plantations Letter of Credit Release in the amount of \$ ____.
 3. M M & L Family Lot Line Revision – Preliminary and Final
 - a. **Suggested Motion:** Move to approve the M M & L Family Subdivision Preliminary and Final Subdivision Plan.
 4. Arden Duplex Amendment 30- Lot 709- Preliminary and Final Subdivision Plan.
 - a. **Suggested Motion-** Move to approve Arden Duplex 30-Lot 709- Preliminary and Final Subdivision.

C. Land Development.

1. **Case 1: 2022-05**
 - 1) Applicant: Old Dominion Freight Line, Inc.
 - 2) Proposed Use: Freight Terminal/ Trucking Terminal



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- 3) Property Frontage: 400 Perry Hwy., Harmony, PA 16037
- 4) Parcel#: 200-4F100-A17-0000
- 5) Area: 35.44
- 6) Zoning District: Mixed Use (MU)

The applicant, Old Dominion Freight Line Inc., submitted a Land Development application on July 29, 2022. The organization wishes to operate a Freight Terminal/Truck Terminal, defined as a conditional use under Table 601 – Chapter 300 Zoning). This request has been reviewed by the Planning Commission. This parcel is located in a MU Zoning District.

Suggested Motion: Move to approve the Land Development Application, submitted by Old Dominion Freight Line, Inc.

C. Building Permits

A. Vice Chairman Kessler mentioned that the report will be given at the next meeting.

IX. Police Department

A. Part-time Police Officer

1. Staff recommends the hiring of an additional part-time police officer to fill a vacancy.
2. Staff recommends extending a conditional offer of employment to Daniel Mikulan.

Suggested Motion: Move to offer Daniel Mikulan a conditional offer of employment as a part-time police officer at an hourly rate of \$25.67 and a start date to be determined after pre-employment checks are completed. The appointment is made per Article 19 Section 1902 in the Second-Class Township Code and consistent with the CBA.

B. October Report- Chairman Kessler mentioned that the report will be given at the next meeting.

X. Road Department

A. October Report- Chairman Kessler mentioned that the report will be given at the next meeting.

1. Manger Foote mentioned that the website reflects the townships snow removal routes and staff is working on a backup plan for snow events.



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- XI. Community Outreach**
 - A. The Historical Records Committee will give an update at the November 21st meeting.
- XII. Administration Reports: Chairman Kessler asked if there were reports.**
 - A. Township Manager's Report –
 - 1. Consider rescheduling the Dec 19th BOS Meeting to Dec 12th because of Christmas and can hopefully have the budget adopted at this meeting.
 - 2. Organizational Meeting is Scheduled for January 3rd at 6:00pm.
 - B. Solicitor's Report- none
 - C. Engineers Report- none
 - D. Chair's Report- none
- XIII. New Business**
 - 1. None
- XIV. Old Business**
 - 1. None
- XV. Public Comment for Non-Agenda Items**
 - a. None
- XVI. Adjournment**
 - 1. Chairman Kessler asked for a motion to adjourn the meeting at 6:16 pm. Supervisor Zinkham made the motion to adjourn, Vice-Chairman seconded. Motion carried unanimously.

After the regular meeting adjournment, the board will call to order the ASA Hearing.

Agricultural Security Area Hearing November 21, 2022

- A. Call to Order
- 1. ASA Addition Proposal
 - a. Kelly A. and Donald E. Bender submitted a proposal on August 2, 2022, to add parcel number 200-4F56-20A-0000 comprised of 33.626 acres located at 110 Brennan Lane, Evans City, PA 16033.
 - 1) **Suggested Motion:** Move to authorize Township Manager to place a legal advertisement and post property to notify the public of the proposal by Kelly & Donald Bender.



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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. The 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.