



LANCASTER TOWNSHIP

BUTLER COUNTY, PA

Lancaster Township
JANUARY 25, 2024

BOARD OF SUPERVISOR'S MEETING SUMMARY

6:00 PM

Call to Order: January 25, 2024, Board of Supervisor's Business Meeting

- Chairman Kessler called the January 25, 2024, Board of Supervisor's Meeting to order at 6:00 PM.

Present:

Greg Kessler: Chairman
Tim Zinkham: Vice Chairman
Rich Marcotte: Supervisor

Mary Hess: Manager
Tom Tompson: Engineer
Sgt. Cornell: Police OIC
Shirley Stine: Administer
Ryan Trugan: Road Foreman
John Bench: Solicitor

I. Pledge of Allegiance

- Chairman Kessler led the attendees in the Pledge of Alliance

II. Visitors & Public Comment

- a. Connie Domhoff-105 Community School Road, Harmony, PA
 1. Questioned the status of the of the final Penn Dot's traffic survey of Saltworks Road.
 2. Questioned the status of the Old Dominion Project.
- b. Steve Pruskowski-105 American School Road, Harmony, PA
 1. Questioned Resolution 2024-116.
 2. Questioned if the 2022 Audit was available.
 3. Questioned why the BOS Meeting was moved to January 25, 2024.
- c. Doug Byers-101 Hazel Lane, Harmony, PA
 1. Questioned the status of Four Springs Park development.
- d. Heather Cox-238 Crab Run Road, Harmony, PA
 1. Questioned how a resident can gain knowledge of open board positions.
- e. Joelle Dourlain-608 Perry Highway, Harmony, PA
 1. Questioned how to protect their privacy from people in Four Springs Park.
- f. Eric Rayburn-215 Saltworks Road, Harmony, PA
 1. Questioned installation of a stop sign on Saltworks Road.



LANCASTER TOWNSHIP

BUTLER COUNTY, PA

1. Nate D from Utility Inc. demonstrated the Police body cameras and how they can be used effectively.

A. Consent Agenda

- 1. Approval of the minutes of the December 27, 2023 Board of Supervisors Meeting.**

- a. Vice Chairman Zinkham motioned to approve the minutes of the December 27, 2023 Board of Supervisors Meeting. Supervisor Marcotte seconded the motion. There was no discussion. Motion carried unanimously.

- 2. Approval minutes of the January 2, 2024. Board of Supervisors Reorganization Meeting.**

- a. Supervisor Marcotte motioned to approve the minutes of the January 2, 2024 Board of Supervisors Reorganization Meeting. Vice Chairman Zinkham seconded the motion. There was no discussion. Motion carried unanimously.

- 3. Approval of the bills to be paid from December 20, 2023 through January 18, 2024.**

The total of the bills to be paid was \$91,682.82.

- a. Vice Chairman Zinkham motioned to approve the bills to be paid from December 20, 2023 through January 18, 2024 totaling \$91,682.82. Supervisor Marcotte seconded the motion. There was no discussion. Motion carried unanimously.

B. Old Business

- 1. Per Section 917(b) of the Township Code, approval to appoint Maher Duessel to perform the annual audit for 2023.**

- a. Supervisor Marcotte motioned to approve the appointment of Maher Duessel to perform the annual audit for 2023, per Section 917(b) of the Township Code. Vice Chairman Zinkham seconded the motion. There was no discussion. Motion carried unanimously.



LANCASTER TOWNSHIP

BUTLER COUNTY, PA

V. New Business

- 1. Approval to appoint a new member of the Zoning Hearing board for a term of 5 years. John Kovacic was recommended by the Zoning Hearing Board to take over the position of Richard Anno as member of the Zoning Hearing Board. Term to commence January 2024 and end December 31st, 2029.**
 - a. Vice Chairman Zinkham motioned to approve appointment of John Kovacic to replace the position opened by Richard Anno. The term beginning January 2024 through December 31, 2029. Supervisor Marcotte seconded the motion. There was no discussion. Motioned carried unanimously.
- 2. Approval to hire Sylvia Wack as a part-time Zoning and Code Enforcement Officer.**
 - a. Supervisor Marcotte motioned to approve hiring Sylvia Wack as a part-time Zoning and Code Enforcement Officer. Vice Chairman Zinkham seconded the motion. There was no discussion. Motion carried unanimously.
- 3. Move to approve Letter of Understanding to Purchase Salt Brine from Cranberry Township, Butler County. Under this agreement, Cranberry Township agrees to provide salt brine to Lancaster Township.**
 - a. Vice Chairman Zinkham motioned to approve Letter of Understanding to purchase salt brine from Cranberry Township, Butler County. Supervisor Marcotte seconded the motion. There was no discussion. Motion carried unanimously.
- 4. Move to approve resolution No. 2024-02 to authorize payment of \$2500. To continue participation in the Southwest Stormwater Planning Group. This group has been instrumental in getting stormwater grants and won the Governor's Award of Excellence in Government.**
 - a. Supervisor Marcotte motioned to approve Resolution No. 2024-02 to authorized payment of \$2500 to continue participation in the Southwest Stormwater Planning Group. Vice Chairman Zinkham seconded the motion. There was no discussion. Motion carried unanimously.

VI. Other Business

- 1. Move to permit Mary Hess to attend PELRAS conference. This conference is for HR and Police Contract learning sessions. March 13-March 17, 2024.**
 - a. Vice Chairman Zinkham motioned to approve Mary Hess to attend PELRAS Conference, March 13-17, 2024. Supervisor Marcotte seconded the motion. There was no discussion. Motion carried unanimously.



LANCASTER TOWNSHIP

BUTLER COUNTY, PA

VII. Planning, Land Use, and Zoning

1. **Motion to advertise Ordinance 2024-116. This ordinance will amend ordinance 89, regulating and permitting alternative energy facilities within the township.**
 - a. Vice Chairman Zinkham motioned to approve to advertise Ordinance 2024-116. Supervisor Marcotte seconded the motion. There was no discussion. Motioned carried unanimously.
2. **Motion to advertise Ordinance 2024-117. This ordinance defines “high tunnel” and exempts certain high tunnel facilities from the Requirements of the ordinance.**
 - a. Supervisor Marcotte motioned to approve to advertise Ordinance 2024-117. Vice Chairman seconded the motion. There was no discussion. Motion carried unanimously.
3. **Motion to approve Fassinger Subdivision of 132 Kniess Road, parcel number 200-4F56-6-0000 situated on 50.003 acres into two (2) lots comprised of Lot A: 43.867 acres and lot 1: 6.137 acres.**
 - a. Vice Chairman Zinkham motioned to approve the Fassinger Subdivision at 132 Kniess Road into two lots. Lot A. 43.867 acres and lot 1. 6.137 acres. Supervisor Marcotte seconded the motion. There was no discussion. Motioned carried unanimously.
1. **Motion to approve Ziegler Subdivision of 535 Little Creek Road, parcel number 200-4F54-4A1-0000 situated on 22.692 acres into two (2) lots comprised of Lot 1: 13.672 acres and lot 2: 9.065 acres.**
 - a. Vice Chairman Zinkham motioned to the Ziegler Subdivision at 535 Little Creek Road into two lots. Lot 1. 13.672 acres and lot 2. 9.065 acres. Supervisor Marcotte seconded the motion. There was no discussion. Motion carried unanimously.

1. 15 building Permits issued in December 2023

2. YTD: 195



LANCASTER TOWNSHIP

BUTLER COUNTY, PA

Reports

1. Attorney-none
2. Manager- Mary read from a prepared report.
3. Administrative-Shirley read from a prepared report.
4. Engineer-Tom read from a prepared report.
5. Police-Chief Cornell read from a prepared report.
6. Road- Ryan read from a prepared report.

VIII. Executive Session was held immediately following the BOS Meeting.

IX. Adjournment for the January 25, 2024 Board of Supervisors Meeting.

- a. Chairman Kessler asked for a motion to adjourn at 7:07 pm
- b. Vice Chairman Zinkham motioned to adjourn at 7:07 pm
- c. Supervisor Marcotte seconded the motion.