

The Board of Supervisors met at the Township Office Building for their regular meeting on January 3, 2017, 7:30 PM with Lowell Fry, Jere Swarr & Duane Martin present. The meeting was called to order by the Temporary Chairman followed with the Pledge of Allegiance.

REORGANIZATION: Election of Officers presently serving

CHAIRMAN: Mr. Lowell Fry
VICE CHAIRMAN: Mr. Jere Swarr
SECRETARY/TREASURER: Mr. Duane Martin

Mr. Martin made a motion to keep offices the same as the prior year; second by Mr. Swarr. All voted in favor.

Appointments and other business:

MANAGER: Mrs. Sara Gibson
PUBLIC WORKS DIRECTOR: Mr. John Haldeman
RECORDING SECRETARY: Mrs. Melva Kready
ASSISTANT RECORDING SECRETARY: Miss Lindsey Brenner
VACANCY BOARD CHAIRMAN: Mr. Jay Gainer
ZONING OFFICER: Mr. David Eggert
DEPUTY ZONING OFFICER: Mrs. Sara Gibson
SOLICITOR FOR TOWNSHIP: Mr. Stephen Kraybill, Esq.,
Blakinger Thomas
SOLICITOR, ZONING HEARING BOARD: Mr. Thomas Goodman, Esq.
Goodman and Kenneff
SEWAGE ENFORCEMENT OFFICER: Mr. David Lockard - Cert. #01074
ALTERNATE SEWAGE ENFORCEMENT OFFICER: Mr. Len Spencer – Cert. #03763
TOWNSHIP ENGINEER: Rettew Associates as reviewing engineer
DEPOSITORY FOR TOWNSHIP FUNDS: Union Community Bank and Pennsylvania Local
 Government Investment Trust
Fulton Bank
TOWNSHIP BUILDING CLEANING: Reliable Property Maintenance
EMERGENCY MANAGEMENT COORDINATOR: Mrs. Lori Shenk
PLANNING COMMISSION: Mrs. Carrol Ehrhart
Reappoint to 4-year term (expires 12/31/20)
ZONING HEARING BOARD: Mr. Dave Reist
Reappoint to 3-year term (expires 12/31/19)
MANHEIM LIBRARY REPRESENTATIVE: Ms. Sue Hondru and Ms. Jeannine May
EARNED INCOME TAX COLLECTION: Lancaster County Tax Collection Bureau
LOCAL SERVICES TAX COLLECTION: Lancaster County Tax Collection Bureau
DELEGATE TO THE TOWNSHIP CONVENTION: Mr. Jere Swarr
RAPHO AREA FIRE ADVISORY COUNCIL:
FIRE COMPANY REPRESENTATIVES:
Mastersonville Fire Company – Representative Mr. Troy Montgomery, alternate Mr. Matt Shenk
Manheim Fire Company – Representative Mr. Dan Wagner
Fire Department Mount Joy – Representative Mr. Phil Colvin, alternate Mr. Robert Purcell
CITIZEN REPRESENTATIVES: Mr. Jerry Ehrhart
Reappoint to 3-year term (expires 12/31/19)
EX OFFICIO SUPERVISOR MEMBER: Mr. Lowell Fry
DEPUTY REAL ESTATE TAX COLLECTOR: Mrs. Courtney Kready
ATHLETIC FIELD SCHEDULER: Mr. Don Wenger

REPRESENTATIVE TO JOINT UCC APPEALS BOARD: *Mr. Chris Moyer*
Reappoint to 4-year term (expires 12/31/20)

HOLIDAYS OBSERVED BY THE TOWNSHIP: *New Year's Day, Good Friday*
Memorial Day, July 4th, Labor Day,
Thanksgiving Day, Christmas Day and
Supplemental Christmas Day,
Two floating days as determined
by employees

Mr. Swarr said he appreciates the township staff. **Mr. Swarr made a motion to approve all the above appointees; second by Mr. Martin. All voted in favor.**

MILEAGE RATE *53.5 cents per mile = 2017 IRS rate*

Mr. Swarr made a motion to approve the above stated mileage rate; second by Mr. Martin. All voted in favor.

ESTABLISHING OF WAGES: *Wages as noted in 2017 budget document*
\$2,500 annual pay for each Supervisor

Mr. Martin made a motion to approve the wages as presented in the 2017 budget; second by Mr. Swarr. All voted in favor.

ESTABLISH TREASURER'S BOND: *\$1.5 Million*

Mr. Martin made a motion to establish a Treasurer's Bond in the amount of \$1.5 Million; second by Mr. Swarr. All voted in favor.

SUPERVISORS AS EMPLOYEE WAGES: *Recommend to Board of Auditors*
\$14.00/hour

Mr. Swarr made a motion to recommend to the Board of Auditors Supervisors as Employee Wages be set at \$14.00/wages; second by Mr. Martin. All voted in favor.

ESTABLISH TOWNSHIP FEES: *Resolution 2017-1*

SEWAGE ENFORCEMENT FEES: *Resolution 2017-2*

Mr. Martin made a motion to adopt Resolution 2017-1 establishing township fees and Resolution 2017-2 establishing sewage enforcement fees; second by Mr. Swarr. All voted in favor.

REGULAR MEETING

The minutes of the December 15, 2016 Meeting were distributed. **Mr. Martin made a motion to approve the minutes as presented; second by Mr. Swarr. All voted in favor.**

PUBLIC COMMENTS - None

CHAIRMAN'S COMMENTS

Mr. Fry welcomed in the New Year. He congratulated the staff for an outstanding job in 2016. Mr. Fry said he has received several compliments on the staff for the projects that have been completed and timely responses to issues as they arise.

PLANNING

FINAL APPROVAL:

QDOS Investments Preliminary/Final Plan #16-324

1335 Strickler Road, Mount Joy

David Miller/Associates, consultant

The applicants propose to construct a 10,292 square foot building for a light industrial use on a 2.028 acre section, which will comprise one lot of the subject property. The plan would join together two adjacent tracts and then split the property into two lots. The property, owned by Four Star Associates, comprises a total 13.302 acres once combined, and is located near the intersection of Strickler Road and McKinley Drive. Stormwater is proposed to be managed by a regional detention basin. The property is located in the Industrial Zoning District.

MODIFICATIONS:

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE

- A. *Section 403.1.B – Profile Scale*
The applicant has requested a modification of the requirement to provide profiles at a horizontal scale of one inch equals fifty feet (1"=50') and, in the alternative, provide a horizontal scale of one inch equals twenty feet (1"=20').
The Rapho Township Planning Commission, at their December 5, 2016 meeting, recommended approval of this modification request based upon the justification provided.

- B. *Section 602.5 – Reconstruction of Existing Streets*
The applicant has requested a modification of the requirement to reconstruct Strickler Road to its centerline.
The Rapho Township Planning Commission, at their December 5, 2016 meeting, recommended approval of this modification request subject to the applicant repairing the existing damaged curb and street base course to the satisfaction of the Township and providing a schedule for the completion of the wearing course on the Four Star section of Strickler Road.

- C. *Section 602.10.D – Clear Sight Triangle*
The applicant has requested a modification of the requirement to provide a one hundred foot (100') clear sight triangle at the intersection of the access drive and Strickler Road. In the alternative, the applicant is proposing to provide a clear sight triangle with a ninety-five foot (95') eastern leg and a one hundred foot (100') western leg.
The Rapho Township Planning Commission, at their December 5, 2016 meeting, recommended approval of this modification request based on the justification and alternative provided.

- D. *Section 602.11 – Curbing*
The applicant has requested a modification of the requirement to provide curbing along the interior parking areas and to limit curbing to areas where turning movements occur.
The Rapho Township Planning Commission, at their December 5, 2016 meeting, recommended approval of this revised modification request subject to the applicant providing curb on both sides of the entrance to the front parking lot and rear loading area and along the entire western side of the access drive.

- E. *Section 609.1.A – Landscape Screen*
The applicant has requested a modification of the requirement to provide a landscaped screen along the Rettew property. No alternative is provided.
The Rapho Township Planning Commission, at their December 5, 2016 meeting, recommended the Township deny this request and allow the applicant to defer the requirement to install the landscape screen until Lot 2 is developed or the "Williams Central Penn Line South" is constructed, whichever occurs first.

- F. *Section 609.5 – Street Trees*
The applicant has requested a modification of the requirement to provide street trees spaced not less than forty feet (40') nor more than sixty feet (60') apart along Strickler Road between the street right-of-way line and the building setback line. In the alternative, the applicant is proposing to locate street trees in areas outside of the required area as shown on the plan.
The Rapho Township Planning Commission, at their December 5, 2016 meeting, recommended approval of this request based on the justification and alternative provided.

STORM WATER MANAGEMENT ORDINANCE

- A. *Section 506 – Volume Controls*

The applicant is requesting a waiver of the requirement to provide volume control measures via infiltration so that the post-development runoff volume does not increase for the 2-year, 24-hour storm event. In the alternative, the applicant proposes to provide water quality measures. The Rapho Township Planning Commission, at their December 5, 2016 meeting, recommended approval of this request based on the justification and alternative provided, and subject to issuance of an NPDES Permit.

CONDITIONS:

SUBDIVISION AND LAND DEVELOPMENT

1. *The date, final action and conditions of approval by the Board of Supervisors on any approved modification requests needs to be included on the plan (§ 403.2.I, 403.4.J).*
2. *An ownership, access and maintenance agreement, in a recordable form acceptable to the Township, needs to be provided for the shared access drive (§ 403.4.D).*
3. *Evidence of review by emergency service providers needs to be provided (§ 403.6.A).*
4. *The landscape plan needs to be signed and sealed by a landscape architect (§ 405.2.K).*
5. *All certificates need to be completed prior to recording the plan (§ 405.3).*
6. *Evidence of an approved planning module, exemption request, or notice that a planning module is not required needs to be provided (§ 405.4.A).*
7. *Financial security, in the amount of \$135,131.98, which includes the required ten percent (10%) contingency, and a financial security agreement need to be provided (§ 405.4.E, 405.4.F, 501).*
8. *Evidence of approval of water and sewer design, capacity, and financial security needs to be provided (§ 405.4.E, 405.4.G).*
9. *Photometrics needs to be provided on Sheet 10 to determine if adequate lighting is provided. In addition, the pole height needs to be dimensioned on the pole detail on Sheet 12 (§ 605.H, 603.2, 602.13).*
10. *The applicant needs to provide written clarification concerning the abandonment of the prior (YMCA) zoning and land development approvals for the site.*

STORM WATER MANAGEMENT

1. *Evidence of approval of the Erosion and Sedimentation Control Plan and NPDES Permit by the Lancaster County Conservation District needs to be provided (§ 405.1).*
2. *An ownership and maintenance program, in recordable form suitable to the Township, that clearly sets forth the ownership and maintenance responsibility of all temporary and permanent storm water management facilities and erosion control facilities needs to be provided (§ 601).*

Doug Matthews of David Miller Associates reviewed the plan with the Board. There was some discussion on Modification E regarding landscaping. Mr. Fry questioned the comment from the Planning Commission regarding the deferral of the landscaping requirement until Lot 2 is developed or the gas pipeline is installed. He has a concern that if the ownership of the property transfers, this modification deferral may be forgotten. Mr. Matthews said a note will be on the plan concerning this modification. Mr. Martin feels there should be some sort of screening to protect the neighboring residential lot. **Mr. Swarr made a motion to approve Modification E regarding Section 609.1.A Landscape Screen; second by Mr. Fry. Mr. Swarr and Mr. Fry voted in favor. Mr. Martin was opposed. Mr. Martin made a motion to approve the QDOS Investments Preliminary/Final Plan #16-324 for 1335 Strickler Road with the modifications and conditions as listed except for Modification E; second by Mr. Swarr. All voted in favor.**

Mr. Swarr made a motion to approve the Building and Zoning Permit Report for December 2016 and the Zoning Officer's 2016 Annual Report; second by Mr. Martin. All voted in favor.

Mr. Swarr made a motion to release the Financial Security in the amount of \$20,104.00 for the Brad and Jill Clubb Major Land Disturbance Plan #15-302; second by Mr. Martin. All voted in favor.

Mr. Swarr made a motion to approve the request for a 90-day extension for recording the Matthew Martin Final Plan #16-322 to April 3, 2017; second by Mr. Martin. All voted in favor.

Mr. Swarr made a motion to approve the request for 90-day extension for approval of the Elm Tree Phase 4B Final Plan #16-323; second by Mr. Martin. All voted in favor.

OLD BUSINESS

Township Facility Improvements – Township Manager Sara Gibson reviewed the proposed plans and cost estimates for expanding the township office building. The new cost estimates include the changes that the Board had discussed. She said the timeline for the project would be to put the project out for bid this month. Mr. Martin feels the cost estimate is too high for the changes that were made. Mr. Fry questioned the amount of the contingency. Mrs. Gibson said she will continue to work on the cost estimates with the architects.

NEW BUSINESS

Mr. Swarr made a motion to approve the agreement with Rettew Engineers for engineering services; second by Mr. Martin. All voted in favor.

Mr. Swarr made a motion to approve the agreement with Sager, Swisher and Company for auditing services; second by Mr. Martin. All voted in favor.

The Emergency Management Coordinator's 2016 Report was distributed and reviewed.

The Tax Collector's December 2016 Report was distributed and reviewed.

Mrs. Gibson reviewed the 2016 Financial Report with the Board. The FEMA money has been received and deposited in 2016. She reported that there was a surplus in most of the revenue lines. Mrs. Gibson said the trash/recycling income and expenses have been running very close. Several LED lights in traffic signals were replaced in December.

CORRESPONDENCE

- Northwest Emergency Medical Services – November report*
- Lancaster County Planning Commission – review of Esbenshade Mills railcar expansion project plan*
- Lancaster County Planning Commission – Zoning Ordinance amendment in West Hempfield to be reviewed 1/9/17*
- Senator Ryan Aument -- Invitation to municipal officials breakfast 1/13/17*
- Lancaster County Conservation District – approval of Erosion and Sediment Pollution Control plan for Township building expansion*

APPROVAL OF THE DISBURSEMENT LIST – Mr. Martin made a motion to approve the disbursement list and pay the bills; second by Mr. Swarr. All voted in favor.

Mrs. Gibson reported that the only obstacle for the move to the temporary location due to renovations of the office building is the installation of handicap access ramps. A solution continues to be worked on.

Paul Hann of Canterbury Drive asked the Board if they see the modification requests for plans prior to the meeting. Mr. Fry told him that the Board gets a copy of the agenda before the meeting.

There being no further public business or public comments, the meeting adjourned at 9:00PM.

Respectfully Submitted,

Melva J. Kready
Recording Secretary