

PROVIDENCE TOWNSHIP BOARD OF SUPERVISORS

John Schroeder • C. William Shaffer • J. Pepper Goslin

Monday through Thursday, closed Friday | Hours: 6:30 a.m. – 4:30 p.m. | Meeting: First Monday, 7:00 p.m.



SUPERVISORS ORGANIZATIONAL MEETING **January 7, 2019**

The Organizational meeting of the Providence Township Board of Supervisors was held in the Township Municipal Office on Monday, January 7, 2019 at 7:00 p.m. Present were John Schroeder, C. William Shaffer, J. Pepper Goslin, Zoning Officer Heidi Martinez, Roadmaster Jim Fry and seventeen (17) observers.

The meeting was called to order by Mr. Schroeder at 7:00 p.m. followed by the Pledge of Allegiance and a moment of silence.

ELECTION OF OFFICERS

- Mr. Shaffer made a motion, seconded by Mr. Goslin to nominate Mr. Schroeder as Chairman of the Board of Supervisors. The motion carried unanimously
- Mr. Goslin made a motion, seconded by Mr. Schroeder to nominate Mr. Shaffer as Vice Chairman of the Board of Supervisors. The motion carried unanimously.

MINUTES

- Mr. Schroeder explained that each Supervisor received a copy of the written minutes from the December 10, 2018 Board of Supervisors Meeting. With no additions or corrections to the minutes, Mr. Schroeder made a motion, seconded by Mr. Shaffer to approve the minutes. The motion carried unanimously.

FINANCIAL REPORT

- Heidi Martinez read the financial report.
- Mr. Shaffer made a motion, seconded by Mr. Goslin to ratify payment of December bills in the amount of \$135,799.99 from the general fund and \$2,845.10 from the state fund. The motion was carried unanimously.

REVIEW OF BUDGET

- Mr. Goslin had a few budget questions regarding various expense line items.

PUBLIC COMMENT

- Charles and Kathleen Giffing expressed concerns regarding the rezoning request of Maynard Shirk.
- David and Erika Plastino expressed concerns regarding the rezoning request of Maynard Shirk.
- Bob Kiesel introduced himself as the President of the Willow Street Fire Company. He discussed staffing issues with fire companies.
- Merv Conrad has concerns regarding horse and buggy tracks on the Enola Low Grade Trail.
- Kenneth Binkley has issues with storm water at his property on Mt. Hope School Road.

ROADMASTER REPORT

Jim Fry, Roadmaster reported on the following:

For the month of December the road department worked on:

- Placed a new pipe on Sigman Rd.
- Repaired water issues on Mt. Hope School Rd. (caused by springs)
- Worked with Eden Twp. on a pipe project
- Filled in wash outs
- Started servicing trucks and equipment
- Tree trimming
- Held a safety meeting

For the month of January the road department will be working on:

- Tree trimming (will be our main focus)
- Stream bank restoration (Woods Dr. and Hollow Rd.)
- Finish servicing equipment
- Fix mud hole at Sigman Rd. and Rawlinsville Rd.
- Prepare to work on Trail area around Sawmill Rd. (muddy area)

PARKS/RECREATION REPORT

- Mr. Shaffer stated that the next parks/recreation committee meeting will be held on Thursday, March 14, 2019 at 7:00 p.m.
- Mr. Shaffer mentioned Enola Low Grade Trail Trot 5K/10K run/walk and kids fun run.
- Mr. Goslin mentioned placing reflective triangles on barriers.

OLD BUSINESS:

- Following a discussion regarding zoning hearing board fees, Mr. Goslin made a motion, seconded by Mr. Shaffer to reduce the zoning hearing board application fee to \$650.00 from \$750.00. The motion carried unanimously.
- Following a discussion regarding the Hollow Road Bridge, the board decided to seek bids on the precast concrete box culvert and information on the longevity of the aluminum box culvert for a better cost comparison.
- Following a brief statement on the proposed sewer easement under the trail property for the Creekside Development, the board of supervisors agreed to move the discussion of the legal matter into an executive session.

NEW BUSINESS:

- Mr. Schroeder announced the Elected Auditor's Organizational Meeting will be held on Tuesday, January 8, 2019 at 4:00 p.m.
- Mr. Schroeder made a motion to reappoint Vicki Eldridge as Secretary to the Board of Supervisors. Mr. Shaffer seconded the motion and the motion carried unanimously.
- Mr. Schroeder made a motion to appoint Heidi Martinez as Secretary to the Zoning Hearing Board. Mr. Goslin seconded the motion and the motion carried unanimously.
- Mr. Schroeder made a motion to appoint Kara Kalupson as Secretary to the Planning Commission. Mr. Goslin seconded the motion and the motion carried unanimously.
- Mr. Goslin made a motion to reappoint C. William Shaffer as 2019 Township Treasurer. Mr. Schroeder seconded the motion and the motion carried unanimously.
- Mr. Goslin made a motion to reappoint Melvin Newcomer as Solicitor. Mr. Shaffer seconded the motion and the motion carried unanimously.
- Mr. Goslin made a motion to reappoint Tom Goodman of Goodman and Kenneff as Counsel for Zoning Hearing Board. Mr. Shaffer seconded the motion and the motion carried unanimously.
- Mr. Shaffer made a motion to appoint Solanco Engineering as township engineer. Mr. Schroeder seconded the motion and the motion carried unanimously.
- Mr. Shaffer made a motion to appoint Arro Consulting as alternate engineer. Mr. Goslin seconded the motion and the motion carried unanimously.

- Mr. Shaffer made a motion to appoint J. L. Brendel Cleaning Service as the cleaning service for the Township. Mr. Schroeder seconded the motion and the motion carried unanimously.
- Mr. Shaffer made a motion to appoint C. William Shaffer as Chief Administrative Officer for the non-uniform employee pension plan. Mr. Goslin seconded the motion and the motion carried unanimously.
- Mr. Schroeder made a motion to reappoint Marvin Stoner as Sewage Enforcement Officer. Mr. Shaffer seconded the motion and the motion carried unanimously.
- Mr. Schroeder made a motion to reappoint Mark Deimler as alternate Sewage Enforcement Officer. Mr. Shaffer seconded the motion and the motion carried unanimously.
- Mr. Schroeder made a motion to appoint Heidi Martinez as Recycling Enforcement Officer. Mr. Goslin seconded the motion and the motion carried unanimously.
- Mr. Goslin made a motion to reappoint Vicki Eldridge as Open Records Officer. Mr. Shaffer seconded the motion and the motion carried unanimously.
- The board agreed to wait on appointing a Chairman of the Vacancy Board until there is a determination on committee representation.
- Mr. Goslin made a motion to reappoint James Herr as Emergency Management Coordinator. Mr. Shaffer seconded the motion and the motion carried unanimously.
- Mr. Shaffer made a motion to appoint C. William Shaffer as official delegate to PSATS State Convention at Hershey, to be held in April, 2019. Mr. Schroeder seconded the motion and the motion carried unanimously.
- Mr. Goslin made a motion to reappoint Omar Smoker, Lester Wiker, Nancy Zimmerman-Clayton, David Gerhart, and Kenneth Harnish as members of the Agricultural Security Area Advisory Committee. Mr. Shaffer seconded the motion and the motion carried unanimously.
- Mr. Goslin made a motion to reappoint Kara Kalupson to a four year term as a member of the Planning Commission. Mr. Schroeder seconded the motion and the motion carried unanimously.
- Mr. Goslin made a motion to appoint Omar Smoker to a three year term as a member of the Zoning Hearing Board. Mr. Schroeder seconded the motion. Mr. Shaffer abstained because he was not in attendance during the interviews of potential appointees of the zoning hearing board, with two favorable votes the motion carried.
- Mr. Goslin made a motion to reappoint John Schroeder and C. William Shaffer to the Lancaster County Redevelopment Authority Regional Advisory Council. Mr. Schroeder seconded the motion and the motion carried unanimously.
- Mr. Shaffer made a motion to permit Treasurer to transfer monies between checking and savings accounts as needed. Mr. Schroeder seconded the motion and the motion carried unanimously.
- Mr. Shaffer made a motion to appoint the township manager and township roadmaster as authorized individuals to open any or all sealed bids submitted to the township unless otherwise directed by the Board of Supervisors. Mr. Goslin seconded the motion and the motion carried unanimously.
- Mr. Shaffer made a motion to continue to utilize Univest Bank and Trust as the depository for the township's funds. Mr. Goslin seconded the motion and the motion carried unanimously.
- Mr. Shaffer made a motion to establish mileage rate of 58 cents (\$0.58) per mile for using personal vehicles to do township business as per federal government. Mileage must be reimbursed during the calendar year it is incurred. The federal mileage allowance for 2019 is 58 cents per mile. (in 2018 it was 54.5 cents) Mr. Goslin seconded the motion and the motion carried unanimously.
- Mr. Schroeder made a motion to recommend to auditors that the Treasurer's Bond be set at \$1,000,000. Mr. Goslin seconded the motion and the motion carried unanimously.
- Mr. Schroeder made a motion to recommend to auditors that the Township Manager/Secretary's Bond be set at \$1,000,000. Mr. Goslin seconded the motion and the

motion carried unanimously.

- Mr. Schroeder made a motion to recommend to auditors that the hourly rate of \$17.50 be paid to Supervisors for plowing snow within the Township. Mr. Goslin seconded the motion and the motion carried unanimously.
- Mr. Shaffer made a motion to recommend to auditors that the hourly rate of \$15.00 be paid to Supervisors when employed as part time laborers within the Township. Mr. Goslin seconded the motion and the motion carried unanimously.
- Mr. Shaffer made a motion to continue the policy of requiring an appointment, during regular working hours, with a supervisor present, to answer any questions or view any township records or documents. Mr. Schroeder seconded the motion and the motion carried unanimously.
- Mr. Shaffer made a motion to continue to charge the rate of twenty-five cents (0.25) each for copies of documents or records; and \$4.00/page for large scale copies. Mr. Goslin seconded the motion and the motion carried unanimously.
- Mr. Goslin made a motion to continue to charge \$25.00/hour for extensive research of open records documents. Mr. Shaffer seconded the motion and the motion carried unanimously.
- Mr. Goslin made a motion to appoint C. William Shaffer to supervise and retain control of all township personnel records. Mr. Schroeder seconded the motion and the motion carried unanimously.
- Mr. Goslin made a motion to adopt Resolution No. 19-01 authorizing the destruction of specific records (attached as Exhibit A). Mr. Shaffer seconded the motion and the motion carried unanimously.
- Mr. Goslin made a motion to reappoint C. William Shaffer as the township representative to the Southern Lancaster County Intermunicipal Council. Mr. Schroeder seconded the motion and the motion carried unanimously.
- Mr. Shaffer made a motion to reappoint John Schroeder as the township representative to the Solanco Safety Committee. Mr. Goslin seconded the motion and the motion carried unanimously.
- Mr. Shaffer made a motion to appoint John Schroeder to the Quarryville Borough Wellhead Steering Committee. Mr. Goslin seconded the motion and the motion carried unanimously.
- Mr. Goslin made a Motion to authorize Providence Township and Lancaster County real estate taxes to be collected by the County of Lancaster. Mr. Shaffer seconded the motion and the motion carried unanimously.

SEWAGE OFFICER

- Marvin Stoner issued 1 permit with a total of \$100.00 remitted for the month of December.

MONTHLY REPORTS

Secretary:

- Receipts totaling \$137,577.72 were recorded in the month of December.

ZONING REPORT

- **Landvision LLC. Frederick Steudler, 321 Lancaster Pike North, Rezoning Request:** Following a brief discussion, Mr. Shaffer made a motion, seconded by Mr. Goslin to advertise for the hearing on the rezoning request for Frederick Steudler, 321 Lancaster Pike North, to be held on March 4, 2019. The motion carried unanimously.
- **Jacob F and Barbara K Stoltzfus, 2 Oak Bottom Road, DEP Planning Module Exemption Request:** Following a brief discussion, Mr. Shaffer made a motion seconded by Mr. Goslin to approve a request to DEP for an exemption to the planning module requirements. The motion carried unanimously.
- **David I. Stoltzfus-Used Car Lot, Waiver of Plan Processing, PT-262FP-18, 123 Lancaster Pike North:** The plan proposes to utilize a previous commercial site for a used

car dealership. The project received zoning hearing board approval to conduct the business on the property. Following a discussion, Mr. Schroeder made a motion to grant the waiver of Article III, Plan Processing, for David I. Stoltzfus subject to the Solanco Engineering Associates review letter dated November 27, 2018 and any subsequent review letters, with the following additional condition:

- a. The C.O. Nolt tractor trailer is removed from the site.

EXECUTIVE SESSION:

- At approximately 8:27p.m., Mr. Shaffer made a motion, seconded by Mr. Goslin to enter into an executive session to discuss a legal matter. The motion carried unanimously.
- At approximately 8:39 p.m., Mr. Goslin made a motion, seconded by Mr. Shaffer to exit the executive session.
- Following a brief discussion, Mr. Shaffer made a motion to agree to the conditions as stated in the proposed sewer easement under the trail property for the Creekside Development, if questions are successfully answered by the Solicitor along with specifics of payment of \$15,000 and when payment is performed at time of execution is rewritten in the easement. Mr. Goslin seconded the motion and the motion carried unanimously.
- After a brief discussion regarding requesting an impact study for Route 222 heading south from Camargo Road to the township line, the board of supervisors agreed to add this request to the TIP list.

ADJOURNMENT:

- With no further business, Mr. Schroeder made a motion, seconded by Mr. Goslin, to adjourn the meeting at 8:48 p.m. The motion carried unanimously.

PROVIDENCE TOWNSHIP
BOARD OF SUPERVISORS

ATTEST: _____
Vicki L. Eldridge, Secretary

John E. Schroeder, Chairman

C. William Shaffer, Vice Chairman

J. Pepper Goslin, Member