

PROVIDENCE TOWNSHIP BOARD OF SUPERVISORS

J. Pepper Goslin • John E. Schroeder • Lori L. Crossen

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



SUPERVISORS MEETING **January 3, 2022**

The annual reorganizational meeting of the Providence Township Board of Supervisors was held in the Township Municipal Office on Monday, January 3, 2022 at 7:00 p.m. Present were John Schroeder, J. Pepper Goslin, Lori Crossen, Zoning Officer Heidi Martinez and ten (10) observers. Township Manager Vicki Eldridge joined the meeting via speaker phone.

The meeting was called to order by Mr. Goslin at 7:00 P.M followed by the Pledge of Allegiance and a moment of silence.

ELECTION OF OFFICERS

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

Mr. Goslin explained that each Supervisor received a copy of the written minutes from the December 13, 2021 board of supervisors meeting as presented. Mr. Goslin made a motion, seconded by Mrs. Crossen to approve the minutes. The motion was carried unanimously.

FINANCIAL REPORT

- Vicki Eldridge read the financial report.
- Mr. Schroeder made a motion, seconded by Mrs. Crossen to ratify the payment of December bills in the amount of \$105,687.65 from the general fund. The motion was carried unanimously.

REVIEW OF BUDGET

- Mr. Schroeder had question regarding overages in several expense line items. He also asked if we planned to pay an additional \$50,000 towards the principal balance of the mortgage. This decision will be made at the February meeting.

PUBLIC COMMENT

- Carla Horn expressed her concerns about noise and traffic on Fairview Road and Beaver Valley Pike. Ms. Horn asked the supervisors to consider adopting a noise ordinance in the township.
- David Fite stated his concerns about the Creekside Phase 2 topsoil stockpile location and size. He feels the topsoil pile is creating a danger to the residents that live on Fite Way.
- Val Keene expressed her concern about the danger of a landslide of the topsoil stockpile at Creekside.

- Jim Fry asked if the supervisors were aware that Jim Grube used work time and supplies for personal work.
- Henry Esch thanked Mr. Schroeder for watching the budget expenses.

ROADMASTER REPORT

Heidi Martinez, Zoning Officer, reported the following:

During the month of December, the road crew spent time servicing trucks and equipment, finishing leaf clean up, replacing a crosspipe on Mount Hope School Road and salting twice for a light snow. The crew also removed a large log from the RR culvert west of Hollow Road.

In January, the road crew will finish servicing equipment as needed filters and supplies arrive. Tree trimming will begin as weather and staff allows.

PARKS/RECREATION REPORT

- Mr. Goslin announced that the parks/recreation committee meeting will be held on Thursday, March 10, 2022 at 7:00 p.m.
- Mr. Schroeder asked if we had received a quote from the Quarryville Borough Police for patrolling the trail between the Groff Trailhead and Fairview 1 Trailhead. This request was due to increased vandalism and possible drug activity in these areas. Mrs. Eldridge said nothing had been received and now the chief has retired. Mrs. Eldridge will follow up with the new police chief to get a firm quote for these services.

OLD BUSINESS

- Following a brief discussion regarding the Stormwater Maintenance Fund as it applies to properties less than one acre, it was decided this conversation could be continued at the next zoning workshop.
- Following a brief discussion regarding applying for an MS4 Waiver, Mrs. Eldridge stated this process will take place in 2023.
- Following a discussion regarding wage increases for all employees, Mr. Goslin made a motion, seconded by Mrs. Crossen to approve an additional one percent (1%) pay increase for employees. The 2022 budget had approved a 3% pay increase for employees. The motion carried with two favorable votes. Mr. Schroeder opposed the motion.
- Following a discussion regarding the American Rescue Act funding, the supervisors would like to take some time to review more information to determine whether we should keep these funds or return them to the federal government.

NEW BUSINESS

- Mr. Goslin announced that the Elected Auditor's Organization Meeting will be held on Monday, January 10, 2022 at 4:00 p.m. This meeting was scheduled for Tuesday, January 4, 2022 however due to the lack of a quorum, it was rescheduled.
- Mrs. Crossen made a motion, seconded by Mr. Goslin to reappoint Vicki Eldridge as Secretary to the Board of Supervisors. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Goslin to appoint Heidi Martinez as Secretary to the Zoning Hearing Board. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Goslin to appoint Kara Kalupson as Secretary to the Planning Commission. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Goslin to appoint Vicki Eldridge as 2022 Township Treasurer. The motion was carried unanimously.

- Mrs. Crossen made a motion, seconded by Mr. Goslin to reappoint Melvin Newcomer as Solicitor. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Goslin to reappoint Tom Goodman of Goodman and Kenneff as Counsel for Zoning Hearing Board.
- Following a brief discussion, Mr. Goslin made a motion, seconded by Mr. Schroeder to appoint Solanco Engineering as township engineer. The motion was carried unanimously.
- Following a brief discussion, Mrs. Crossen made a motion, seconded by Mr. Goslin to appoint Arro Consulting as alternate engineer. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mrs. Crossen to appoint the Cleaning Crusade Company as the cleaning service for the township. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mrs. Crossen to appoint J. Pepper Goslin as Chief Administrative Officer for the non-uniform employee pension plan. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mr. Goslin to reappoint Marvin Stoner as Sewage Enforcement Officer. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mr. Goslin to reappoint Mark Deimler as alternate Sewage Enforcement Officer. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mrs. Crossen to appoint Heidi Martinez as Recycling Enforcement Officer. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mr. Goslin to reappoint Vicki Eldridge as Open Records Officer. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mrs. Crossen to reappoint Abigail Odell as Chairman of the Vacancy Board. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mrs. Crossen to reappoint James Herr as Emergency Management Coordinator. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mrs. Crossen to appoint J. Pepper Goslin as official delegate to PSATS State Convention at Hershey, to be held in April, 2022. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mrs. Crossen to reappoint Omar Smoker, Lester Wiker, Nancy Zimmerman-Clayton, David Gerhart, Kenneth Harnish and J. Pepper Goslin as members of the Agricultural Security Area Advisory Committee. The motion was carried unanimously.
- Following a brief discussion regarding appointing a planning commission member, Mr. Goslin made a motion to appoint Jake Fisher to a four year term as a member of the Planning Commission. With no second to the motion, the motion died. Mrs. Crossen made a motion, seconded by Mr. Schroeder to reappoint Tony Nardella to a four year term as a member of the planning commission. The motion was carried with two favorable votes. Mr. Goslin opposed the motion.
- Mr. Goslin made a motion, seconded by Mr. Schroeder to reappoint Omar Smoker to a three year term as a member of the Zoning Hearing Board. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mrs. Crossen to reappoint John Schroeder and J. Pepper Goslin to the Lancaster County Redevelopment Authority Regional Advisory Council. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mrs. Crossen to permit treasurer to transfer monies between checking and savings accounts as needed. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mr. Goslin to appoint the township manager, township roadmaster and township road foreman as authorized individuals to open any or all sealed bids submitted to the township unless otherwise directed by the Board of Supervisors. The motion was carried unanimously.

- Mr. Schroeder made a motion, seconded by Mrs. Crossen to continue to utilize Univest Bank and Trust as the depository for the township's funds. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Goslin to establish mileage rate of \$0.585 cents 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 2022 is 0.585 cents per mile. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mrs. Crossen to recommend to auditors that the Treasurer's Bond be set at \$1,000,000. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mr. Goslin to recommend to auditors that the Township Manager/Secretary's Bond be set at \$1,000,000. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mrs. Crossen to recommend to auditors that the hourly rate of \$17.50 be paid to Supervisors for plowing snow within the Township. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mrs. Crossen to recommend to auditors that the hourly rate of \$15.00 be paid to Supervisors when employed as part time laborers within the Township. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mr. Schroeder 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. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mr. Schroeder 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. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mrs. Crossen to continue to charge \$25.00/hour for extensive research of open records documents. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mr. Schroeder to appoint John Schroeder to supervise and retain control of all township personnel records. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mr. Schroeder to adopt Resolution No. 22-01 authorizing the destruction of specific records (attached as Exhibit A). The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Schroeder to reappoint J. Pepper Goslin as the township representative to the Southern Lancaster County Intermunicipal Council. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Goslin to reappoint John Schroeder as the township representative to the Solanco Safety Committee. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mrs. Crossen to reappoint John Schroeder to the Quarryville Borough Wellhead Steering Committee. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mrs. Crossen to authorize Providence Township and Lancaster County real estate taxes to be collected by the County of Lancaster. The motion was carried unanimously.
- Following a brief discussion, Mr. Goslin made a motion, seconded by Mrs. Crossen to appoint Dan Siegrist as an Elected Auditor for Providence Township. The motion was carried unanimously.
- Following a brief discussion, Mr. Goslin made a motion, seconded by Mrs. Crossen to advertise for zoning workshops on the fourth Monday of the months of February, April, June, August and October. The motion was carried unanimously.

SEWAGE OFFICER

- Marvin Stoner issued three sewage permits and completed one perc and probe test with a total of \$500.00 remitted to the township for the month of December.

MONTHLY REPORTS

Secretary:

- Receipts totaling \$84,771.42 were recorded in the month of December.
- Mrs. Eldridge stated the 2021 audit begins on January 10. The audit will be completed remotely.

ZONING REPORT

- **Subdivision Escrow Release:** Evergreen Wissler Holdings LLC (Susquehanna Ford)-\$800.00; Lancaster Home Builders (Creekside Phase 2)-\$1,500.00. Mr. Schroeder made a motion to release the subdivision escrow in the total amount of \$2,300.00. Mr. Goslin seconded the motion and motion carried unanimously.
- **Robert Porterfield Final Subdivision Plan, PT-318FP-21, 1550 Rawlinsville Road:** This plan proposes to subdivide the parcel into two. After discussion, Mr. Goslin made a motion to grant a waiver of Section 402.A.1, Plan Scale. Mr. Schroeder seconded the motion and the motion carried unanimously. Mr. Goslin made a motion to conditionally approve the Final Subdivision Plan for Robert Porterfield subject to the review comments contained within the December 5, 2021 Solanco Engineering Associates review letter and any subsequent review letters. Mrs. Crossen seconded the motion and the motion carried unanimously.
- **Robert Porterfield, Planning Module, 1550 Rawlinsville Road:** The module has been reviewed by the township engineer and may be adopted. Mr. Goslin made a motion to authorize the completion of the planning module, adopt the module with Resolution No. 22-02 and forward the module onto DEP for final approval. Mrs. Crossen seconded the motion and the motion carried unanimously.
- **Lancaster Pike Properties LLC Final Land Development Plan, PT-319FP-21, 748 Lancaster Pike and 752 Lancaster Pike:** The plan proposes a rental equipment business. After discussion, Mr. Goslin made a motion to grant a waiver of Section 302 Preliminary Plan Requirements subject to the following condition: The applicant provide all ordinance requirements for both a preliminary and final plans. Mrs. Crossen seconded the motion and the motion carried unanimously. Mrs. Crossen made a motion to conditionally approve the Final Land Development Plan for Lancaster Pike Properties LLC subject to the review comments contained within the December 13, 2021 Solanco Engineering Associates review letter and any subsequent review letters and give authorization to place compact fill before storm water permit issuance. Mr. Goslin seconded the motion and the motion carried unanimously.
- **David Haines, 447 Sawmill Road, Renewal "Granny Flat Agreement":** Mr. Haines verified the terms of the "Granny Flat Agreement" are still in compliance. Mr. Schroeder made a motion to renew the "Granny Flat Agreement" with David Haines, pertaining to 447 and 445 Sawmill Road, for another year or until January 31, 2023. Mrs. Crossen seconded the motion and the motion carried unanimously.

- **Benuel Beiler, PT-165FP-12, 174 Cinder Road/190 Cinder Road (Moms Store), Waiver Requests:** The approved plan had two (2) street trees and one (1) tree along the horse tie area and dumpster and pad. After discussion, Mr. Schroeder made a motion to grant a waiver of the requirement for two (2) street trees and one (1) tree along the horse tie area. Mr. Goslin seconded the motion and the motion carried unanimously. Mr. Goslin made a motion to grant a deferral of the requirement for a dumpster and pad until such time the warehouse expansion project is constructed. Mrs. Crossen seconded the motion and the motion carried unanimously.
- **Benuel Beiler, PT-165FP-12, 174 Cinder Road/190 Cinder Road (Moms Store), Letter of Credit Release:** The letter of credit was last reduced on December 13, 2021 to an amount of \$6,715.00. Mark Deimler, Solanco Engineering Associates, LLC performed a letter of credit reduction/release inspection and submitted a review letter on December 29, 2021. After discussion, Mr. Goslin made a motion to release Letter of Credit No. 41300046 from National Penn Bank, successor Branch Banking and Trust Company. The Letter of Credit is in the name of Benuel S and Rachel Mae Beiler for improvements to the property located at 174 Cinder Road, New Providence, PA , RAV Associates, Inc., project number PT-165-FP-12. Mrs. Crossen seconded the motion and the motion carried unanimously.
- **Enforcement Notice, Amos F and Malinda K Beiler, 174 Cinder Road (dwelling address)/190 Cinder Road (store address):** This enforcement notice is satisfied based on the waiver granted of two (2) street trees and one (1) tree along the horse tie area and the deferral of the dumpster and pad requirement until such time the warehouse expansion project is constructed and the release of the letter of credit.
- **DFB Property Management LLC Stormwater Management Plan, Extension of time:** A letter was not submitted for an extension of time for the Supervisors or Designee to take action on the DFB Property Management LLC Stormwater Management Plan.

ADJOURNMENT

- With no further business, Mr. Schroeder made a motion, seconded by Mr. Goslin, to adjourn the meeting at 9:19 p.m. The motion was carried unanimously.

PROVIDENCE TOWNSHIP
BOARD OF SUPERVISORS

ATTEST: _____
Vicki L. Eldridge, Secretary

J. Pepper Goslin, Chairman

John E. Schroeder, Vice Chairman

Lori L. Crossen, Member