

PROVIDENCE TOWNSHIP BOARD OF SUPERVISORS

Lori L. Crossen • John E. Schroeder • 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 MEETING **January 3, 2023**

The annual reorganizational meeting of the Providence Township Board of Supervisors was held in the Township Municipal Office on Monday, January 3, 2023 at 7:00 p.m. Present were John Schroeder, J. Pepper Goslin, Lori Crossen, Township Manager Vicki Eldridge and eight (8) observers.

The meeting was called to order by Mr. Goslin at 7:00 P.M. Mr. Goslin offered prayer which was followed by the Pledge of Allegiance.

ELECTION OF OFFICERS

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

BID AWARD

- Following a brief discussion, Mr. Goslin made a motion, seconded by Mr. Schroeder to award the sale of the 1999 International 4700 Dump Truck to the highest bidder, Mike Vanderhaar in the amount of \$29,600. The motion was carried unanimously.

Mrs. Crossen explained that each Supervisor received a copy of the written minutes from the December 12, 2022 board of supervisors meeting as presented. Mrs. Crossen made a motion, seconded by Mr. Goslin to approve the minutes. The motion was carried unanimously.

FINANCIAL REPORT

- Vicki Eldridge read the financial report.
- Mrs. Crossen made a motion, seconded by Mr. Schroeder to ratify the payment of December bills in the amount of \$141,466.94 from the general fund. The motion was carried unanimously.

REVIEW OF BUDGET

- Mr. Goslin stated 2022 has been a banner year for real estate transfer taxes. Mr. Goslin also shared that the township returned all the funding associated with the American Rescue Plan Act.

PUBLIC COMMENT

- Robert Ray had questions regarding stormwater runoff that is eroding his property.
- Mary Alice Ray had questions regarding horses that are continually loose on Route 272 near the Buck Tractor Pulls.

- Frank Voyner had concerns regarding a split rail fence he has placed on his Cherokee Road property. The fence is located in the road right of way. He also expressed concerns with stormwater run off on the corner of his property.
- Linda Voyner expressed concern over removing the split rail fence on her Cherokee Road property.
- Elmer Beiler asked the supervisors if they would consider refunding part of the zoning fee associated with the rebuild of their building that was destroyed by fire. Following discussion, Mr. Goslin made a motion, seconded by Mr. Schroeder to refund one-half of the fee which is equal to \$3,150.00. The motion was carried unanimously.

ROADMASTER REPORT

Vicki Eldridge, Township Manager, reported the following for the roadmaster. During the month of December the road crew worked on the following:

- Worked on equipment and building maintenance.
- Cut problem bamboo on Sawmill and Schoolhouse Roads.
- Salted for 3 different events.
- Continued with leaf clean up on 4 different roads.
- Chipped trees downed from wind on multiple roads.

During the month of January the road crew will continue with leaf clean up, bamboo cutting, equipment and truck servicing and begin tree trimming on numerous roads. I expect our new truck will be arriving this month and be put into service.

PARKS/RECREATION REPORT

- Mrs. Crossen announced that the parks/recreation committee meeting will be held on Thursday, March 9, 2023 at 7:00 p.m.

OLD BUSINESS

- Following a brief discussion regarding the purchase of the 2018 Paladin Sweepster 215 Series, Model No. 21583M-0022 from Sadsbury Township, Mr. Goslin made a motion seconded by Mrs. Crossen to purchase the 2018 Paladin Sweepster 215 Series Model No. 21583M-0022 from Sadsbury Township for \$5,500.00. The motion was carried unanimously.

NEW BUSINESS

- Following discussion regarding writing a letter of support for the Quarryville Borough Authority's grant application to PA DCED for a grant to replace the sewer lines that run along Route 222 from the sewer plant to the borough, the supervisors agreed to have the manager write a letter of support.
- Mrs. Crossen made a motion seconded by Mr. Schroeder to adopt Resolution No. 23-01 authorizing the destruction of specific records, attached as Exhibit A. The motion was carried unanimously.
- Following a brief discussion regarding investing in PLIGIT, Mrs. Crossen made a motion, seconded by Mr. Schroeder to adopt Resolution No. 23-02 authorizing Providence Township Board of Supervisors to join with other local government units as a settlor of Pennsylvania Local Government Investment Trust for the purpose of purchasing shares of the trust. The motion was carried unanimously.
- Mrs. Crossen announced that the Elected Auditor's Organization Meeting will be held on Wednesday, January 4, 2023 at 4:00 p.m.
- 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.
- Mr. Goslin made a motion, seconded by Mrs. Crossen to appoint Vicki Eldridge as 2023 Township Treasurer. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mrs. Crossen to reappoint Melvin Newcomer as Solicitor. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mr. Schroeder to reappoint Joe Kenneff of Goodman and Kenneff as Counsel for Zoning Hearing Board.
- Mrs. Crossen made a motion, seconded by Mr. Goslin to appoint Solanco Engineering as township engineer. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mrs. Crossen to appoint Arro Consulting as alternate engineer. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mr. Goslin 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 Mr. Goslin 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 Mr. Goslin to reappoint Abigail Odell as Chairman of the Vacancy Board. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mrs. Crossen to reappoint James Herr as Emergency Management Coordinator. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Schroeder to appoint J. Pepper Goslin as official delegate to PSATS State Convention at Hershey, to be held in April, 2023. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Schroeder 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 Brent Siegrist to a four-year term as a member of the Planning Commission. With no second to the motion, the motion died. Following discussion, the township manager was asked to schedule interviews with the two candidates for planning commission, Kara Kalupson and Brent Siegrist.
- Mrs. Crossen made a motion, seconded by Mr. Goslin to reappoint Albert Warfel to a three-year term as a member of the Zoning Hearing Board. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mrs. Crossen to reappoint David Beiler to a three-year term as an alternate member of the zoning hearing board. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Schroeder 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 Mr. Goslin to continue to utilize Univest Bank and Trust as the depository for the township's funds. The motion was carried unanimously.
- Mr. Schroeder made a motion, seconded by Mrs. Crossen to establish mileage rate of \$0.625 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 2023 is 0.625 cents per mile. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Schroeder to recommend to auditors that the Township Manager/Secretary/Treasurer's Bond be set at \$1,000,000. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Schroeder to recommend to auditors that the hourly rate of \$18.50 be paid to Supervisors for plowing snow within the Township. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Goslin to recommend to auditors that the hourly rate of \$16.00 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 Mrs. Crossen 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 Mrs. Crossen 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 Mr. Schroeder to continue to charge \$25.00/hour for extensive research of open records documents. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Goslin to appoint John Schroeder to supervise and retain control of all township personnel records. 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 Mr. Schroeder to reappoint Lori Crossen as the township representative to the Rawlinsville Fire Company 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.

SEWAGE OFFICER

- Marvin Stoner issued one sewage permit and completed one perc and probe test with a total of \$300.00 remitted to the township for the month of December.

MONTHLY REPORTS

Secretary:

- Receipts totaling \$72,251.55 were recorded in the month of December.
- Mrs. Eldridge requested permission to allow the zoning officer to attend a stormwater inspection training for two days. The supervisors agreed to pay for the training.

ZONING REPORT

- **David Haines, 447 Sawmill Road, Renewal "Granny Flat Agreement":** Mr. Haines verified the terms of the "Granny Flat Agreement" are still in compliance. Following discussion, Mrs. Crossen made a motion, seconded by Mr. Schroeder to renew the "Granny Flat Agreement" with David Haines, pertaining to 447 and 445 Sawmill Road, for another year or until January 31, 2024. The motion was carried unanimously.
- **John Esh, 128 Mt. Hope School Road, PT-297SWM-20, Escrow Reduction:** The original escrow amount was \$29,073.00. The last escrow reduction was authorized on May 2, 2022. The new amount established is \$20,673.40. Solanco Engineering Associates LLC, submitted a review letter dated December 15, 2022, based on an as-built plan review and an inspection on December 13, 2022. The recommendation per the review letter is to reduce the escrow by \$11,873.40 and establish the new amount of \$8,800.00. Mr. Goslin made a motion, seconded by Mr. Schroeder to reduce the escrow by \$11,873.40 and establish the new amount equal to \$8,800.00 for John Esh, PT-297SWM-20, 128 Mt. Hope School Road. The motion was carried unanimously.
- **Enforcement Notice, Michelle A Forwood, 31 Scheller Road:** An enforcement notice was issued on November 1, 2021, for operating a short-term/vacation rental on the property. A civil judgment was awarded on May 12, 2022, for attorney fees and court costs. There has been no contact from Mrs. Forwood since the civil judgment was awarded. Following discussion, the supervisors directed the zoning officer to talk with the township solicitor for direction.
- **Enforcement Notice, Isidro and Irma I Morales, 494 Schoolhouse Road:** An enforcement notice was issued on November 28, 2022, for outdoor accumulation of trash, garbage, refuse, or junk for a period exceeding fifteen (15) days. Compliance Date: December 28, 2022. At this time, the supervisors authorized the township solicitor to send a letter to the property owner.
- **Enforcement Notice, Herbert D and Vicki J Groff, 498 Schoolhouse Road:** An enforcement notice was issued on November 28, 2022, for parking of two (2) unlicensed and/or uninspected vehicles on the property outside of a completely enclosed accessory building. Compliance Date: December 28, 2022. One vehicle has been removed, in compliance with ordinance 1/3/2023. This information was noted by the board of supervisors.
- **Enforcement Notice, John M and Mary Ellen Beiler, 488 Snyder Hollow Road:** An enforcement notice was issued on November 30, 2022, for not maintaining the water bars installed on the driveway. Compliance Date: December 30, 2022. At this time, the supervisors authorized the township solicitor to send a letter to the property owner.

- Lancaster Pike Properties LLC, 748 Lancaster Pike, LCCD Complaints:** The LCCD did a site inspection on this property on December 28, 2022. The zoning officer, the property owner and their engineer were in attendance. Due to continued complaints involving this construction site, Kalyn Gordon of the LCCD, asked the township to consider placing a cease-and-desist order on this site until the site is brought back into compliance. Following discussion, the supervisors allowed the property owner fifteen days to have the following items addressed and/or corrected. 1) Ensure that all fill coming to, or leaving the site is certified "Clean Fill". 2) Provide stabilization in areas of the site which will remain undisturbed for 4 or more days. 3) Provide a suitable rock construction entrance, or approved alternative, at any points of ingress and egress to the site. Ensure that sediment is not being deposited onto any roadways. 4) Provide a suitable BMP in the area of accelerated erosion (noted in observation #5). 5) Follow the approved E&S plan (9/14/2021) in order to prevent sediment from leaving the site. David Beiler was in attendance and agreed with the 15-day grace period to complete these items.

ADJOURNMENT

- With no further business, Mrs. Crossen made a motion, seconded by Mr. Goslin, to adjourn the meeting at 8:42 p.m. The motion was carried unanimously.

PROVIDENCE TOWNSHIP
BOARD OF SUPERVISORS

ATTEST: _____
Vicki L. Eldridge, Secretary

Lori L. Crossen, Chairman

John E. Schroeder, Vice Chairman

J. Pepper Goslin, Member