

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 **November 6, 2023**

The regular meeting of the Providence Township Board of Supervisors was held in the Township Municipal Office on Monday, November 6, 2023, at 7:00 p.m. Present were Chairman Lori L. Crossen, Member J. Pepper Goslin, Solicitor Melvin Newcomer, Township Manager Vicki Eldridge and nine (9) observers. Vice Chairman John Schroeder was unable to attend.

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

Mrs. Crossen explained that each Supervisor received a copy of the written minutes from the October 2, 2023, supervisors meeting as presented. With no additions or corrections to the minutes, Mrs. Crossen made a motion, seconded by Mr. Goslin, to approve the minutes. The motion was carried unanimously.

Mrs. Crossen explained that each Supervisor received a copy of the written minutes from the October 4, 2023, budget workshop as presented. With no additions or corrections to the minutes, 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. Goslin, to ratify the payment of the November bills in the amount of \$92,350.83 from the general fund. The motion was carried unanimously.

REVIEW OF BUDGET

- There were no other comments regarding the budget at this time.

PUBLIC COMMENT

- Merv Conrad reminded everyone to vote.

PARKS/RECREATION REPORT

- Mrs. Eldridge stated that Sean Smith is developing plans for the proposed mountain bike area along the trail.

ROADMASTER REPORT

Jim Grube, Township Roadmaster, reported during the month of October, the road crew worked on the following:

- Installed underdrain and repaired 300' of shoulder in the 100 block of Cinder Road.
- Installed clearance signs on Lime Street bridge per PennDot specifications.
- Demonstration of Bandit and Vermeer chippers.
- Had scratch/level course paved in 200 block of Hollow Road for new stormwater work.
- Finished mowing road banks.
- Started on annual Rail Trail mowing.
- Installed signs at Groff Trailhead.
- Cleaned various road gutters.
- Started ADT counts on Mount Airy Road.
- Repaired RC-250 tank and received 1000 gallons of oil.
- Installed leach pit and underdrain at Rt 222 and Oak Bottom Road.
- All attended in-house class titled "Asphalt Road Common Maintenance Problems".
- Started work on inlets and pipe issues in Findley's Woods.

For the month of November, the following work is planned:

- Perform annual service of trucks and equipment.
- Continue cleaning various road gutters.
- Finish mowing Rail Trail.
- Install snowplows and spreaders and check function.
- Winter Maintenance Class November 15.
- Crack sealing pipe crossings that were completed this summer.

SOUTHERN LANCASTER COUNTY INTERMUNICIPAL COUNCIL REPORT

- Mr. Goslin announced the next meeting is scheduled for January 16, 2024, at 7:00 p.m. at the East Drumore Township Office. Mr. Goslin shared information from the last meeting.

OLD BUSINESS

- Following discussion regarding the brush chipper purchase, Mr. Goslin made a motion, seconded by Mrs. Crossen to authorize the purchase of a 2023 Vermeer BC1800XLNJP Chipper with a winch from Vermeer North Atlantic in the amount of \$109,046.70. This purchase is being made under PA Costars Contract No. 526073. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mrs. Crossen, to advertise to sell the township's used Vermeer chipper on Muncibid following satisfactory delivery of the new chipper. The motion was carried unanimously.

NEW BUSINESS

- Mrs. Crossen announced that tomorrow is Election Day. Please remember to vote. Polls are open from 8:00 a.m. until 8:00 p.m.
- Mrs. Crossen announced the December board of supervisors meeting will be held on Monday, December 11, 2023, at 7:00 p.m.
- Mrs. Crossen announced the township offices will be closed on Monday, November 13th in honor of Veterans Day and Thursday, November 23rd for Thanksgiving.
- Mrs. Crossen announced LG Health will hold a blood drive at the township office on Tuesday, November 21, 2023, from 2:00 p.m. until 7:00 p.m.

- Mrs. Crossen announced the remaining 2023 budget workshops are cancelled. The proposed 2024 budget has been completed.
- Mr. Goslin made a motion, seconded by Mrs. Crossen, to advertise the proposed 2024 budget. The budget will be available for public inspection beginning Monday, November 13th until its adoption at the December 11, 2023, board of supervisors meeting. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mrs. Crossen to authorize the township solicitor to advertise for a public hearing to be held on Monday, December 11, 2023, to consider the adoption of an update to the zoning ordinance. The motion was carried unanimously.
- Mr. Goslin made a motion to adopt Resolution No. 23-11 appointing Maher Duessel as the certified public accounting firm to audit the accounts of Providence Township for 2023. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mrs. Crossen to adopt Resolution No. 23-12, to establish the tax millage rate of 0.381 mills for real property within the Township of Providence subject to taxation for the fiscal year 2024. The tax rate remains the same as 2023. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Goslin to advertise for the 2024 Board of Supervisors Meetings to be held on the following dates: January 2, February 5, March 4, April 1, May 6, June 3, July 1, August 5, September 9, October 7, November 4, and December 9. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Goslin to advertise for the 2024 Elected Auditors Organizational Meeting to be held on Wednesday, January 3, 2024, at 4:00 p.m. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mrs. Crossen, to advertise for the 2024 zoning hearing board meetings on the second Tuesday of each month, as needed at 7:00 p.m. The motion was carried unanimously.
- Mr. Goslin made a motion, seconded by Mrs. Crossen, to advertise for the 2024 planning commission meetings on the third Monday of each month at 7:00 p.m. except in January and February due to holidays. The January and February planning commission meetings will be held on January 16th and February 20 due to federal holidays. The motion was carried unanimously.
- Mrs. Crossen made a motion, seconded by Mr. Goslin, to advertise for the 2024 parks/recreation committee meetings on the second Thursday of March, May, July, and September at 7:00 p.m. The motion was carried unanimously.
- Following discussion, Mrs. Crossen made a motion, seconded by Mr. Goslin, to advertise for the 2024 zoning workshops to be held on the fourth Monday of the months of April, June August, and October. The motion was carried unanimously.
- Following discussion regarding the appointments for the zoning hearing board and planning commission members for 2024, Mrs. Eldridge was asked to contact Brent Siegrist to garner his interest in replacing Brent Musser as an alternate member of the Planning Commission. Brent Musser chose not to serve another term due to scheduling conflicts.

SEWAGE OFFICER

- Mark Deimler issued 1 sewage permit and completed 1 perc and probe test with a total of \$1,670.00 remitted to the township for the month of October.

MONTHLY REPORTS

Secretary:

- Receipts totaling \$69,681.23 were recorded in the month of October.
- All haulers, mobile home park and junk yard licenses have been mailed.

- Fireman’s Relief and Municipal Pension Aid have been received from the auditor general’s office and distributed accordingly.

Mrs. Crossen announced that Heidi Martinez is now serving the township as a part-time zoning officer and building code official. She has office hours on Wednesday mornings from 8:00 a.m.-12:00 p.m.

ZONING REPORT

- **Stormwater Escrow Release: Mike and Laura Findley- \$500.00.** Mr. Goslin made a motion, seconded by Mrs. Crossen, to release Stormwater Escrow for Mike and Laura Findley in the total amount of \$500.00. The motion was carried unanimously.
- **Ronald Kilgore Stormwater Management Plan, Letter of Credit Release, 452 Cinder Road:** The last letter of credit reduction was done on October 3, 2022, and the remaining amount is \$3,696.00. Solanco Engineering Associates performed a site inspection and submitted a review letter dated October 27, 2023. The recommendation per the review letter is to release the remaining letter of credit in the amount of \$3,696.00. Mrs. Crossen made a motion, seconded by Mr. Goslin, to release the Letter of Credit No. 010301442 from Prosper Bank in the total amount of \$3,696.00. The Letter of Credit is in the name of Ronald D and Lisa I Kilgore, for the stormwater management plan for the subdivision of 456 Cinder Road, New Providence, PA 17560. The motion was carried unanimously.
- **Samuel Allgyer, Stormwater Management Plan PT-286SWM-20, Escrow Release, 332 Fairview Road:** The last letter of escrow reduction was done on September 11, 2023, and the remaining is \$8,380.00. Solanco Engineering Associates performed a site inspection and submitted a review letter dated October 29, 2023. The recommendation per the review letter is to release the remaining escrow in the amount of \$8,380.00. Mrs. Crossen made a motion, seconded by Mr. Goslin, to release the Letter of Credit No. 132432386 from Univest Bank in the total amount of \$8,380.00. The Letter of Credit is in the name of Samuel Beiler Allgyer and Katie E Allgyer for 332 Fairview Road. The motion was carried unanimously.
- **Creekside Phase 1, Letter of Credit Reduction, 470 Fairview Road:** The last letter of credit reduction was done on September 11, 2023, to an amount of \$296,608.00. Solanco Engineering performed a site inspection and submitted a review letter dated October 24, 2023. The recommendation per the review letter is to reduce the letter of credit from \$296,608.00 by \$51,750.00 and establish the new amount of \$244, 858.00. Mrs. Crossen made a motion, seconded by Mr. Goslin, to reduce Letter of Credit No. STB223 from Fulton Bank from \$296,608.00 by \$51,750.00 and establish the new amount of \$244,858.00. The Letter of Credit is in the name of Joseph G Nadu, Jr. for the completion of Creekside Phase 1, PT-271FP-19. The motion was carried unanimously.
- **Creekside Subdivision Final Phase 2, Letter of Credit Reduction, 470 Fairview Road:** The last letter of credit reduction was done on September 11, 2023, to an amount of \$292,935.22. Solanco Engineering Associates performed a site inspection and submitted a review letter dated November 3, 2023. The recommendation per the review letters is to reduce the letter of credit by \$15,525.00 and establish the new amount of \$277,410.22. Mr. Goslin made a motion, seconded by Mrs. Crossen, to reduce Letter of Credit No. STB594 from Fulton Bank from \$292,935.22 by \$15,525.00 and establish the new amount of \$277,410.22. The Letter of Credit is in the name of Joseph G Nadu, Jr. for the completion of Creekside Phase 2, PT-309FP-21. The motion was carried unanimously.

- **New Providence Baptist Church, Waiver of Plan Processing, PT-333FP-23, 2411 Beaver Valley Pike:** The scope of the plan is to add a fellowship hall in the approximate location of the old church building. Robert Visniski, of RAV Associates was in attendance to discuss the plan. Following discussion, Mr. Goslin made a motion, seconded by Mrs. Crossen to conditionally approve the waiver of Article III Plan Processing for the New Providence Baptist Church subject to the review comments contained within the July 28, 2023, Solanco Engineering Associates review letter and any subsequent review letters. The motion was carried unanimously.
- **DFB Property Management Stormwater Management Plan, PT-335SWM-23, 722 Truce Road, Waiver and Extension of Time:** This is a previous stormwater management plan resubmitted to address the additional impervious area added to the property. A time extension letter was submitted for the board or designee for an additional one-hundred eighty (180) days to act on the plan. The board acknowledged and noted the time extension. Following discussion, Mrs. Crossen made a motion, seconded by Mr. Goslin to grant a waiver of SWMO Section 3.09.A.a.4, The minimum pipe size shall be 12" for pipes located outside of the street right of way and subject to vehicular loading. The motion was carried unanimously.
- **Moms Store Stormwater Management Plan, PT-325SWM-22, 190 Cinder Road, Extension of Time:** A time extension letter was submitted granting the board or designee an additional one-hundred eighty (180) days to act on the plan. The Board acknowledged and noted the time extension.
- **Samuel Zook Final Subdivision Plan, PT-330FP-23, 1081 Holtwood Road, Extension of Time:** A request for extension of time to complete compliance with the conditions of the approval of the plan for another 90 days. This would give until February 5, 2024, to complete the conditions and record the plan. Mrs. Crossen made a motion, seconded by Mr. Goslin, to grant an extension of time for another 90 days for the completion of compliance of all conditions for the Samuel Zook Final Subdivision Plan, PT-330FP-23, 1081 Holtwood Road. This would give until February 5, 2024, to record the plan. The motion was carried unanimously.
- **Rose Cooper, Enforcement Notice, Tax Account #520-95044-0-0000 Schoolhouse Road:** An enforcement notice was issued on May 31, 2023, for a paving contractor business operating on the property. Compliance Date: June 7, 2023. Zoning Hearing Board request was denied on July 11, 2023. Following discussion, the board directed Mr. Newcomer to write a letter to Rose Cooper regarding this matter.
- **David Z and Lydia F Glick, Enforcement Notice, 175 Main Street:** An enforcement notice was issued on September 5, 2023, for a sawmill business operating on the property. Compliance Date: October 5, 2023. Zoning Hearing Board request was denied on October 10, 2023. Following discussion, the Board directed Mr. Newcomer to write a letter to the Glick's once the time for an appeal has expired.

EXECUTIVE SESSION:

- At approximately 7:50 p.m. Mrs. Crossen made a motion, seconded by Mr. Goslin, to enter into an Executive Session to discuss a personnel matter.
- At approximately 8:24 p.m. Mrs. Crossen made a motion, seconded by Mr. Goslin, to exit the Executive Session. The motion was carried unanimously.

ADJOURNMENT

- With no further business, Mrs. Crossen made a motion, seconded by Mr. Goslin, to adjourn the meeting at 8:24 p.m. The motion was carried unanimously.

PROVIDENCE TOWNSHIP
BOARD OF SUPERVISORS

ATTEST: _____
Vicki L. Eldridge, Secretary

Lori L. Crossen, Chairman

J. Pepper Goslin, Member