

**LITTLE BRITAIN TOWNSHIP  
FEBRUARY 12, 2019**

The Little Britain Township Board of Supervisors held its regular monthly meeting on Tuesday, February 12<sup>th</sup> at the Municipal Building, 323 Green Lane, Quarryville, Pennsylvania. Prior notice of the meeting was given.

Chairman, Jerry Emling, called the meeting to order at 7:00 p.m. A moment of silence was followed by the salute to the Flag.

<b>PRESENT:</b> Jerry Emling	Jim Bullitt
Clark Coates	Kenny Helm
Richard Brenneman	George Osborn
Shawn Reimold	Tim Trostle
Pat Wood	
Christine Jackson	
Margaret DeCarolis	

**MINUTES:** Mr. Emling noted that the January minutes should read that Ms. Griest had been residing in a nursing home for approximately 3 years, not the 6 as prepared. Motion was then made by Ms. Wood, seconded by Mr. Brenneman and carried to adopt the minutes of the January 7th meeting as printed with the correction noted above.

**SANITATION:** It was reported that Mr. Stoner had no collections for sanitation services and \$150.00 for well permits issued during January.

**ZONING:** Zoning Officer, Christine Jackson reported issuing 5 zoning, 11 occupancy and 1 demolition permits during the month of January. Ms. Jackson also advised the Board on the following:

- Enclosed copies of Executive Summary of Places 2040, which is the name of the County's Comprehensive Plan. She advised that a full copy of the proposed plan is available for review at the township office.
- County Planners met with representatives from DEP to discuss the updating of municipal ACT 537 plans. Municipalities had not requested nor were they aware of this meeting taking place. The County and DEP are in favor of a multi-municipal ACT 537 plan being drafted. She indicated there could be several options available to the Township for the updating of this plan including requiring that all septic systems be pumped every 2 years. She questioned if the Board desired her to discuss this matter with the Township Engineer to confirm his thoughts on the matter and obtain information pertaining to other options available. Following a discussion on the matter, a motion was made by Mr. Coates, seconded by Ms. Wood and carried authorizing Ms. Jackson to input from the engineer on this matter.
- Decision of the Helm UCC hearing enclosed confirming the relief sought from installing a sprinkler system in their event venue was granted.
- Correspondence received from Gibbel Kraybill & Hess LLP who is representing Weaverland Mennonite School concerning their property for sale located at 376

Nottingham Road. They believe livestock should be permissible on the property as it has been utilized for agricultural purposes for decades. Ms. Jackson stated the property is zoned Rural Residential 2, which prohibits the housing of any livestock. Ms. Jackson indicated she is preparing a response to the letter addressing the zoning issues included in the correspondence. Solicitor, Ms. Mongiovi will address the concerns regarding the religious aspects noted in the correspondence.

- The Townships current Comprehensive Plan was adopted in August 2009. The plan is required to be updated every 10 years. The purpose of the plan is to dictate the direction of other municipal ordinances. There is no funding available through the County or State to defray the expense of updating the plan. Ms. Jackson has spoken with the Township Engineer; Mr. Fisher who believes the updating process can be accomplished rather quickly by adopting an amendment package that corresponds to the current plan. Failure to update the plan would allow for legal challenges to be filed on other municipal ordinances. Mr. Coates will work with Ms. Jackson, Mr. Fisher and residents/officials of Fulton, Drumore and East Drumore Townships. Ms. Wood indicated she would be willing to assist in the process if needed.
- Hearing on the Perry Griest ECHO violation was held today. Mr. Griest was found guilty and fined \$1,547.00 for the violation and court costs. Mr. Griest indicated during the hearing that he would be unable to pay the fine in a lump sum. Ms. Jackson requested the Board consider establishing a payment plan for the fine. Following a discussion on the matter, a motion was made by Ms. Wood, seconded by Mr. Reimold and carried authorizing the payment plan to be carried up to 12 months with a minimum payment of \$125.00 to be made each month. Mr. Emling stated his concern that Ms. Jackson receives the majority of the blame and/or responsibility for enforcing the regulations established by the Board of Supervisors. He stated his belief that the Board should shield her from that burden as much as possible.

**TAXES:** It was reported that Tax Collector, Agnes Reeder reporting collecting \$1,790.33 in Real Estate tax during the month of December 2018. There were no collections to report for January. The Board was also advised that the tax statement for 2019 should be available at the County by the end of this month.

**ROADS:** The Board was advised of the following activities of the road crew for January as follows:

- Relocated materials from old salt shed to new salt shed.
- Worked on rubber tire loader.
- Inspected and repaired emergency lighting.
- Worked on stoning parking area in front of new salt shed.
- Replaced brake switch in roller.
- Reviewed driveway permit sites.
- Graded dirt roads.
- Pre-treated roads and plowed snow.
- Emptied and cleaned trucks following snow storm.
- Greased and adjusted brakes on trucks.
- Pre-treated roads for snow and monitored road conditions.
- Hauled anti-skid to salt shed.
- Repaired road signs.

- Performed routine equipment maintenance.
- Treated wet/cold spots for ice.
- Prepared equipment for snow removal.
- Salted and plowed roads.
- Checked roads for ice/cold spots.

Ms. Wood indicated the street signs at the intersection of Nottingham and Little Britain Roads were missing and questioned if Mr. Risk should contact PennDOT to have them replaced. Mr. Emling advised the installation and maintenance of signs on state roads that intersect with township roads is the Township's responsibility.

**PAYMENT OF BILLS:** Motion made by Mr. Brenneman, seconded by Mr. Coates and carried authorizing the payment of General Fund checks 11222 through 11275 in the amount of \$45,787.02. Motion made by Mr. Coates, seconded by Mr. Brenneman and carried authorizing the payment of State Fund checks 2007 through 2010 in the amount of \$13,414.50.

**PUBLIC PARTICIPATION:** Resident, Jim Bullitt expressed his gratitude to the Board of Supervisors and employees of the Township for their support and consideration in the passing of his wife. Ms. Wood indicated that Phillip Colvin, the new County Emergency Management Director attended the last Inter-Municipal Council meeting and provided an overview of the activities occurring at the County level. She noted that it was announced that grant funds are available through the County for certain projects and wanted to confirm the Township was aware of that. She was advised that grant funding has been requested numerous times through this source without success in the past. The Secretary/Treasurer indicated she would contact Mr. Colvin to confirm what type of projects these funds could be utilized for. Ms. Wood also indicated that a meeting to discuss the needs pertaining to local volunteer fire companies would take place at the March 19<sup>th</sup> meeting of the Inter-Municipal Council to be held at the East Drumore Township building beginning at 7 p.m. Ms. Wood indicated members of the volunteer fire companies along with the Fire Commissioner would be present to discuss the needs and obstacles currently being faced by the volunteer companies. She invited anyone who wishes to obtain more information on this matter to attend the meeting. She noted that Martic Township has established a special purpose tax for the purpose of funding the local fire and ambulance associations servicing their community.

**PLANNING COMMISSION:** Motion made by Ms. Wood, seconded by Mr. Brenneman and carried to adopt the minutes of the January 22<sup>nd</sup> Township Planning Commission.

**Jerry Sensenig:** Tim Trostle of Strausser Surveying presented the lot add-on plan requesting approval for the signing of the mylars. Following a review of the plan, a motion was made by Mr. Coates, seconded by Mr. Reimold and carried authorizing the signing of the mylars.

**Donald Osborne:** Tim Trostle of Strausser Surveying presented the Sewage Facilities Module for a land development plan that will be forthcoming. Ms. Jackson noted that Township Engineer, Mr. Fisher has reviewed the plan and was supportive of the Board accepting the Sewage Facilities Module as presented. Following a brief discussion of the

plan, a motion was made by Ms. Wood to adopted **Resolution #2-19**, the Sewage Facilities Module for the Donald Osborne plan. The motion was seconded by Mr. Coates and carried.

**Kenneth & Deborah Helm:** Mr. Visniski of RAV Associates presented the land development plan and storm water plans requesting a waiver of preliminary plan requirements, a deferral of infiltration testing and an alteration of light construction. A discussion was held pertaining to the light proposed at the end of the driveway, right off of Little Britain Road. Mr. Visniski and Mr. Helm both stated their concern that the placing of a light that close to the road would be distracting to drivers. It was noted that the lighting for the parking area would be installed as planned. The Board was advised that the plan is still awaiting approval through DEP, which is taking more time since the closing of the Lancaster office. Mr. Helm then requested authorization for the installation of only the foundation of the event barn to allow him to utilize the contractor he desires for that work and prevent his project from falling further behind. Ms. Jackson advised she has spoken with the Township Engineer; Mr. Fisher who indicated the Board could legally authorize the installation of the foundation with the completion of additional paperwork. Following a thorough review of the plan, a motion was made Mr. Coates, seconded by Ms. Wood and carried authorizing the waiver of preliminary plan requirements, a deferral of infiltration testing, the alteration of light construction and the construction of the foundation as requested. The motion also authorized the approval of the signing of the mylars outside of a meeting upon approval through DEP and the completion of all engineering comments being complied with.

**Bill Zimmerman:** Ms. Jackson advised that the easement agreements that were needed on this plan have been approved by the Solicitor, Ms. Mongiovi and requested plan approval and the authorization to sign the mylars outside of a meeting once the easements agreements have been signed and recorded. Motion made by Ms. Wood, seconded by Mr. Brenneman and carried authorizing the above requests.

**STORMWATER PLANS:** Zoning Officer, Ms. Jackson presented the stormwater plan for the Pine Grove Road project. She noted that the Lancaster County Conservation District only received the plans in mid-January but has advised that a letter of approval could be provided within 7 to 10 days. Ms. Jackson requested authorization to sign the plans outside of a meeting upon receipt of the Conservation District's approval. Following a review of the plan, a motion was made by Mr. Coates to allow the signing of the plan outside of a meeting. Mr. Brenneman seconded the motion, which carried.

**EXECUTIVE SESSION:** At 7:55 p.m., Mr. Emling called an executive session to discuss a legal matter. The meeting was reconvened at 8:18 p.m.

**INSURANCE AGREEMENT:** The Board was advised of a Business Associate Agreement received from EHD, the agency that serves as the health insurance broker for the Township. The agreement stipulates the obligations and activities of the relationship between EHD and Little Britain along with permitted uses and disclosures of information obtained and terms for the termination of the business relationship. Following a review of the information presented, Mr.

Coates motioned the acceptance and signing of the agreement. Mr. Reimold seconded the motion, which carried.

**SECURITY SYSTEMS:** The Board was advised that Roadmaster, Mr. Risk has contacted several other companies to obtain estimates for the installation of a security system at the municipal building and park. Two companies indicated they were too busy with larger projects to provide an estimate, one company indicated he could provide an estimate but that the Township would need to install a cell tower to ensure his system would provide adequate coverage and the other companies he located appeared to be new and unproven providers of security systems. The Board again reviewed the information and estimate provided by Llomar Alarm Company in November 2018. Mr. Emling questioned where the monitor for the park system would be located and indicated he did not want it at the Park due to problems experienced in the past. Ms Wood concurred with Mr. Emling and requested that Mr. Mayes or another representative from Llomar attend the March meeting to provide answers on various questions the Board has pertaining to the system.

**BUILDING USE REQUEST:** The Board was advised that the homeowners association of Brittany Commons has requested to use the municipal building on Friday, March 8<sup>th</sup> for a meeting. It was noted that this group has used the building numerous times in the past for meetings; however they were held on evenings when an employee was already scheduled to work alleviating the need to provide a key to the building or a code to for the security system. Following a discussion on the matter, Mr. Reimold indicated he would be willing to open and disarm the security system for the group to conduct their meeting. Motion was then made by Mr. Coates, seconded by Ms. Wood and carried authorizing the use of the building request.

**RELEASE OF ESCROW:** The Board reviewed the comments provided by Township Engineer, Ed Fisher on the plans below prior to taking the following actions:

**William Hershey:** Motion was made Ms. Wood, seconded by Mr. Brenneman and carried authorizing the release of \$9,000.00 of the escrow funding on the Fern Crest Road project while maintaining a balance of \$1,226.00 until the site is stabilized.

**Custom Home Group:** Mr. Coates motioned the escrow funding held on lot #19 of the Steele Ridge Development be released. The motion was seconded by Ms. Wood and carried.

**Joseph DeLong:** Ms. Wood motioned the release of the line of credit being held on the King Pen Road project. Mr. Coates seconded the motion, which carried.

**Elam Fisher:** Mr. Brenneman motioned that the escrow funding being held on the Balance Meeting Road project be released. The motion was seconded by Ms. Wood and carried.

**Leon Sensenig:** Motion was made by Mr. Coates, seconded by Ms. Wood and carried authorizing the release of the letter of credit held on the Black Road property.

**John Fisher:** Mr. Coates motioned the releases of escrow funding held on the Scott Road project. Mr. Brenneman seconded the motion, which carried.

**Michael Jones:** A motion to reduce the escrow being held by \$16,570.00 while maintaining a balance of \$2,500.00 on the Spruce Grove Road project was made by Ms. Wood. The motion was seconded by Mr. Brenneman and carried.

**TRAINING/SEMINARS:** Upcoming training and seminars were reviewed. Ms. Wood indicated she would attend the Wakefield Ambulance Association Banquet on March 9<sup>th</sup>. The Board was advised that all webinars available through PSATS may be viewed by Township personnel free of charge due to an annual charge that was applied to the yearly premium for services. Any Supervisor interested in participating in the webinars can contact the Secretary/Treasurer for sign on information.

**ADJOURNMENT:** At 8:40 p.m., being no further business, motion was made by Mr. Reimold, seconded by Ms. Wood and carried to adjourn the meeting.

Respectfully Submitted,

Margaret D. DeCarolis  
Secretary/Treasurer