

LITTLE BRITAIN TOWNSHIP
APRIL 9, 2019

The Little Britain Township Board of Supervisors held its regular monthly meeting on Tuesday, April 9th, 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.

PRESENT:	Jerry Emling	Jim Bullitt
	Clark Coates	Brian Masterson
	Richard Brenneman	George Osborn
	Shawn Reimold	Dan Risk
	Pat Wood	Glenn Robinson
	Christine Jackson	Carl Smucker
	Margaret DeCarolis	

MINUTES: Motion made by Mr. Brenneman, seconded by Mr. Reimold and carried to adopt the minutes of the March 12th meeting as printed.

SANITATION: It was reported that Sewage Enforcement Officer, Mr. Stoner collected \$300.00 in sanitation fees and \$100.00 for well permits during the month of March.

ZONING: Ms. Jackson, Zoning Officer reported issuing 13 zoning, 8 occupancy, 1 extension, 1 driveway and 4 demolition permits during March along with the acceptance of 1 Zoning Hearing Application. Ms. Jackson also advised of the following:

- Zoning Hearing Application of Kenneth and Deborah Helm seeking approval to continue hosting winery events in their garage temporarily until the construction of their events venue is complete. It was noted that while the application was filed within the 30 days allocated, it was not received in time for the hearing to be held in April; therefore the hearing will be held in May. A discussion pursued in which it was confirmed that this would be the 3rd hearing before the Zoning Hearing Board and that 1 hearing was held before the Uniform Construction Appeal Board. Ms. Wood indicated she would like it known that decisions made by the Board are made in what they believe to be in the best interest of the Township and not in a personal manner. Following a discussion of the plan, the Board indicated they would prefer this application be denied by the Zoning Hearing Board so that no further events can take place until the event venue is constructed.
- Advised she has spoken with Township Engineer, Mr. Fisher and he clearly believes the township should do the update to ACT 537 on its own, not jointly with other municipalities. Mr. Fisher is recommending the Township adopt an Ordinance requiring that all septic system be inspected and pumped every 3 years with residents providing proof of the service to the Township. He noted the Township could be divided into 3 sections, which would prevent having to have all residents begin this process simultaneously. Ms. Wood noted her displeasure with the County, State and DEP dictating what municipalities must do and continuing to mandate unfunded items. Ms. Jackson stated that while she agreed with Ms.

Wood in general, that regulations of this nature are needed as some residents do not have their septic systems cleaned or maintain them in any way. She further noted that the turnaround time from the Board authorizing Mr. Fisher to proceed to the adoption of an Ordinance would be approximately 4 to 6 months. Resident, George Osborne questioned what measures the Township would take to ensure cost control if mandating the pumping and inspections of septic systems. Mr. Emling indicated the Board did not have the authority to control provider costs but believes that companies wanting to provide service within the Township would need to remain cost competitive. Following a discussion on the matter, a motion was made by Mr. Emling to have Mr. Fisher proceed with drafting an Ordinance to update our ACT 537 plan. Mr. Coates seconded the motion, which carried.

- The Helm's received their approval through DEP and will have their plans signed and recorded during week. Once those items are completed, permits will be issued.
- An inspection on the Poole property located at 619 Little Britain Road North took place and found that Mr. Poole still has 7 truck bodies, 1 junk car, 3 pieces of heavy equipment and tons of junk still on the property. Per his agreement with the Township the property was to be cleaned up by April 1st. Mr. Poole indicated he was aware of the deadline that was previously established but stated he fell behind. He has agreed to have all items removed per his agreement within 30 days. Ms. Jackson has informed him that should the matter not be resolved within that time frame that the Township would pursue the matter through the District Justice's office.
- Proposed changes to the Colerain Township zoning ordinance that were received from the Lancaster County Planning Commission for their information and review.
- Letter received from the Brandywine Conservancy approximately a year ago advising they were seeking grant funding to purchase 708.7 acres of property owned by Glenknockie Family LTD Partnership, 121 acres of which is located within Little Britain to permanently protect and install a park and hiking trails on. At that time, Ms. Jackson advised them both verbally and in writing that public and non-profit parks are not a use provided for within the Agricultural 1 district and that should they wish to pursue plans to convert this property to such that they would need to apply for and receive permission from the Zoning Hearing Board. She was just recently advised John Goodall of the Brandywine Conservancy has attempted to contact Ms. Deen, the Chairperson of the Zoning Hearing Board to discuss the plans they are proposing for the land and obtain her support. Ms. Jackson urged Ms. Deen to refrain from any direct contact with Mr. Goodall or any other representative of the Conservancy. She also contacted the Zoning Hearing Board Solicitor, Neil Albert who drafted a letter to Mr. Goodall advising that he is welcome to apply for a hearing if desired but that contact with members of the zoning hearing board is inappropriate.

TAXES: It was reported that the Tax Collector, Agnes Reeder collected \$16,798.00 in Real Estate tax during the month of March.

ROADS: Roadmaster, Dan Risk reported on the following March road crew activities:

- Plowed roads.
- Washed and cleaned equipment following snow.
- Hauled stone and graded dirt roads.
- Pre-treated roads for ice.
- Graded and rolled dirt roads.

- Hauled and stockpiled stone.
- Worked on equipment.
- Worked on roller.
- Worked on Mack truck.
- Checked roads following heavy rain.
- Hauled mulch to Park for playground.

Ms. Wood questioned if the concrete work at the park for the installation of the merry-go-round had been completed. Mr. Risk advised he planned to install the new equipment within 2 weeks at the Park as well as reopening the restroom facilities.

PAYMENT OF BILLS: Motion made by Ms. Wood, seconded by Mr. Brenneman and carried authorizing the payment of General Fund checks 11306 through 11339 in the amount of \$22,962.92. Motion made by Mr. Brenneman, seconded by Ms. Wood and carried authorizing the payment of State Fund checks 2013 through 2015 in the amount of \$40,625.42.

PUBLIC PARTICIPATION: Fulton Township resident, Glenn Robinson introduced himself and advised he was a running for a seat on the Solanco School Board. He indicated he had 2 children attending Solanco schools and requested the support of the Board and those present. Resident, George Osborn advised that the bridge on Pine Grove Road re-opened earlier today.

PLANNING COMMISSION: Motion made by Ms. Wood, seconded by Mr. Brenneman and carried adopting the minutes of the March 26th Township Planning Commission meeting as printed.

Carl & Fanny Smucker: Brian Masterson of Register Associates presented the lot add-on and stormwater plan. Ms. Jackson advised that the Township Engineer is aware of the Boards concern pertaining to the water runoff from this property as discussed during the March meeting. It was noted that the Smucker's are proposing an extensive addition to the home on the property but they are not doubling the house, it will remain a single family structure and will have the current kitchen decommissioned. Mr. Masterson requested a waiver of Section 305.A.2.c of the township's Stormwater Ordinance pertaining to volume control and stated they have proposed a ratio of 8 to 1 total drainage area to infiltration area versus the 5 to 1 ratio required. The Board was advised that there are minor corrections still to be made on the plan but the Township Engineer supports conditional approval being granted to allow the plan to be signed outside of a meeting once all items are corrected. Following a review of the plan, a motion was made by Mr. Coates, seconded by Mr. Brenneman and carried authorizing conditional plan approval and the signing of the plan outside of a meeting as well as the waiver requested. Ms. Wood abstained from voting.

STORMWATER PLAN: Zoning Officer, Ms. Jackson advised that Lancaster Home Builders have requested a 60-day extension for their stormwater plan for the property located at 215 Little Britain Road to allow them time to complete the corrections required on the plan. Mr. Coates motioned the approval of the 60-day extension. Ms. Wood seconded the motion, which carried.

2019 MATERIAL BIDS: The following 2019 materials bids were reviewed:

STONE BIDS

<u>Material</u>		<u>Allan Myers</u>	<u>New Enter.</u>	<u>Penn/MD</u>
1. 1,500 Tons 2A-Limestone	FOB	\$7.50	\$8.75	N/A
	DEL	\$14.74	\$19.75	N/A
2. 800 Tons 2A-Serpentine	FOB	\$6.50	N/A	\$6.40
	DEL	\$10.02	N/A	\$9.73
3. 300 Tons Rice (1/4")	FOB	\$15.00	\$16.00	N/A
	DEL	\$22.24	\$26.75	N/A
4. 200 Tons AASHTO #8 (1/2")	FOB	\$9.50	\$16.00	\$9.40
	DEL	\$13.02	\$16.75	\$12.73
5. 200 Tons AASHTO #W8 (washed)	FOB	N/A	\$18.30	\$10.35
	DEL	N/A	\$29.05	\$13.68
6. 200 Tons AASHTO #1 (4")	FOB	\$9.00	\$12.00	\$8.40
	DEL	\$16.24	\$22.90	\$11.73
7. 200 Tons AASHTO #67 (3/4")	FOB	\$9.00	\$12.75	\$8.90
	DEL	\$16.24	\$23.50	\$12.23
8. 800 AASHTO R-4 (6"-8")	FOB	\$15.00	\$13.50	\$15.00
	DEL	\$19.77	\$25.40	\$19.00
9. 800 Tons AASHTO R-5 (9"-12")	FOB	\$17.75	\$15.00	\$17.75
	DEL	\$22.52	\$29.75	\$22.25
10. 400 Tons AASHTO R-6 (12"-24")	FOB	\$18.75	\$16.00	\$19.00
	DEL	\$24.77	\$30.75	\$24.50
11. 100 Tons AASHTO R-7 (18"-30")	FOB	\$20.00	\$17.00	\$20.00
	DEL	\$27.52	\$32.75	\$26.50
12. 100 Tons AASHTO R-8 (24"-42")	FOB	N/A	\$19.00	\$21.00
	DEL	N/A	\$34.75	\$28.25
13. 150 Tons AASHTO #10 (stonedust)	FOB	\$5.75	\$9.00	\$5.80
	DEL	\$9.27	\$19.75	\$9.13

ROAD OIL

Material		<u>Asp. Ind.</u>	<u>Martin's</u>
1. 100 Tons E-3M	Ton	\$899.00	\$965.00
	Total	\$89,900.00	\$96,500.00

SUPER PAVE ASPHALT

Allan Myers

Material		
1. 800 Tons Wearing Course 9.5mm	FOB	\$62.00
	DEL	\$70.02
2. 200 Tons Base Course 25 mm	FOB	\$51.00
	DEL	\$59.02
3. 200 Tons Binder Course 19mm	FOB	\$55.00
	DEL	\$63.02

SEAL COAT

Material		<u>Asp. Ind.</u>	<u>Martin's</u>
1. 60,000 sq. yds. Seal Coat	SY	\$1.29	\$1.52
	Total	\$77,100.00	\$91,200.00

ROAD EQUIPMENT

Long's

EQUIPMENT		
1. 10' Self propelled pave w/oper	Hourly	\$294.00
2. Tandem Roller 10-12 Vib w/oper	Hourly	\$168.00
3. Tandem Roller Finishing Vib w/oper	Hourly	\$139.00
4. Water Truck	Hourly	\$52.00
5. Labor	Hourly	\$56.00
6. Tri Axle Dump Truck w/Driver	Hourly	\$95.00

7. 18" Milling Machine w/oper	Hourly	\$100.00
8. Self Propelled Oil Dist. w/driver	Hourly	\$128.00
9. Self Propelled 8' Road Widener w/oper	Hourly	\$206.00
10. 48" Self Propelled Milling Machine w/conveyer, w/oper	Hourly	\$373.00
11. Min. 32,000 lb Grader w/ laser control w/op, tire chains, 11 x 60 Blade & V plow	Hourly	\$190.00
12. Min. 35,000 lb Loader w/chains,vplow	Hourly	\$190.00

Following a review of the bids received, the following actions were taken:

Stone: Motion made by Mr. Reimold, seconded by Ms. Wood and carried awarding the bid for 2A Limestone and Rice to Allan Myers and the remaining stone to Penn/MD.

Road Oil: Mr. Coates motioned that the award for Road Oil be made to Asphalt Industries. Mr. Brenneman seconded the motion, which carried.

Bituminous Materials: Motion made Mr. Reimold, seconded by Ms. Wood and carried awarding the bituminous material bid to Allan Myers.

Seal Coat: Mr. Coates motioned that the Seal Coat bid be awarded to Asphalt Industries. Mr. Brenneman seconded the motion, which carried.

Road Equipment: A motion to award the road equipment bid to Long's Asphalt was made by Ms. Wood, seconded by Mr. Brenneman and carried.

PRESENTATION: Bill Fredricks, a resident of Eden Township presented information to the Board on a service he is offering to local municipalities. With the use of a drone, he is able to create high definition maps and 3D models of sites the Township may wish to utilize in tracking changes to properties and/or violations occurring within the Township. He provided an overview of the mapping techniques available and the manner in which the photographs are obtained. He noted that he generally obtains pictures at 150 feet and 300 feet. Ms. Wood questioned the legality of this process and was advised that as long as the drone remains above the tree line, the process is legal. Mr. Emling indicated his belief that while the process may be legal, he believes it to be an intrusion of government. Ms. Jackson stated she believed the service could be beneficial should the Township have a large scale project or in the preparation of road grant applications. It was confirmed that the services being offered would be available on an as needed basis.

KINSEYVILLE ROAD BRIDGE: Mr. Emling indicated he had been contacted by a County Commissioner indicating their desire to name/re-name the bridge on Kinseyville Road to Raccoon Run to match the waterway it is on. The County was supposed to contact the Township office to formally request the Boards authorization on this matter however, no call or correspondence have been received. The Board discussed the matter and believes the creek in question is actually Reynolds Run, not Raccoon Run.

E-MAIL ACCOUNTS: Problems being experienced with Yahoo and our e-mail services were discussed. Per our computer/website consultant, Shelley Castetter, the Township may wish to consider switching to Gmail for our e-mail provider. She believes security is better with Gmail; the service is free and indicated the switch could forward mail from our current provider without interruption. Following a brief discussion on the matter, the Board authorized the change to the new provider.

AUDIT UPDATE: Following research on the FDIC website and a conversation with a representative from the FDIC, the Secretary/Treasurer confirmed that the funding that was noted as being at a custodial credit risk in the audit report should have been \$250,000.00 lower than what was noted. Due to our bank being within the same State as where our government entity is located, all governmental checking accounts are insured up to \$250,000.00. All savings accounts are also insured for up to \$250,000.00 per financial institution. Trout, Ebersole & Groff, the firm that performs the township's annual audit has been notified of this information and indicated they were considering the Investment Savings Account as a checking account and would update their files to have it reflect as strictly as savings account.

RECYCLING COORDINATOR: The Board was advised that resident Margie Latham has offered to serve as the volunteer recycling coordinator. Motion made by Ms. Wood, seconded by Mr. Reimold and carried appointing Ms. Latham as recycling coordinator.

RELEASE OF ESCROW: The Board reviewed the comments provided by Township Engineer, Ed Fisher regarding the release of escrow being held on the following projects:

Samuel Stoltzfus: Motion made by Ms Wood, seconded by Mr. Brenneman and carried authorizing the release of the letter of credit being held on the Green Lane project.

Gregory Mannix: Motion made by Mr. Brenneman to release the escrow funding held on the Spruce Grove Road project. Ms. Wood seconded the motion, which carried.

TRAINING/SEMINARS: Upcoming training and seminars were reviewed. The Secretary/Treasurer indicated a desire to attend the PIRMA Educational Workshop to be held on May 9th in Reading. Motion made by Ms. Wood, seconded by Mr. Reimold and carried authorizing her attendance of this program.

COMPREHENSIVE PLAN MEETING: Zoning Officer, Ms. Jackson advised that she has scheduled a meeting with Township Engineer, Mr. Fisher on April 23rd to begin work on the Comprehensive Plan update.

ADJOURNMENT: At 8:52 p.m., being no further business, motion was made by Mr. Coates, seconded by Mr. Reimold and carried to adjourn the meeting.

Respectfully Submitted,

Margaret D. DeCarolis
Secretary/Treasurer