

LITTLE BRITAIN TOWNSHIP
December 10, 2019

The Little Britain Township Board of Supervisors held its regular monthly meeting on Tuesday, December 10th, 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 7:01 p.m. A moment of silence was followed by the salute to the flag.

PRESENT: Jerry Emling
Clark Coates
Richard Brenneman
Shawn Reimold
Pat Wood
Christine Jackson
Margaret DeCarolis

Jim Bullitt
Diane Dale
George Osborn
Dan Risk

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

EXECUTIVE SESSION: Mr. Emling announced that an executive session was held on November 21st to discuss a legal matter.

SANITATION: It was reported that Mr. Stoner collected \$300.00 in sanitation fees and \$50.00 for well permits during the month of November.

ZONING: Zoning Officer, Christine Jackson reported issuing 10 zoning, 6 occupancy, 1 road and street opening and 2 driveway permits during November along with the acceptance of 1 Zoning Hearing Application. Ms. Jackson also advised of the following;

- Zoning Hearing Application of Craig and Crystal Bennett of Little Britain Road requesting a special exemption of section 201.3 of the zoning ordinance to operate a group day care in their home. They are also requesting a variance of section 432.2 to allow the fencing of the play area to be closer than 25' to the property line. Following a review of the application, the Board noted it without comment.
- Zoning Hearing Application of Allison Fisher of Green Lane requesting a special exception of 201.3 of the zoning ordinance to allow for the keeping of livestock on lots less than 20 acres in the R-1 zoning district. They are requesting to keep chickens which they claim to be emotional support animals and indicated they are able to meet all setback requirements. Ms. Wood questioned the number of chickens being requested and was advised no exact number was specified but Ms. Jackson believed it to be around 12. Following a discussion of the application, the Board noted it without comment. Ms. Wood questioned if Ms. Jackson believed more applications of this nature would be forthcoming and was advised that regardless if animals are classified as emotional support, if they are not authorized per zoning, approval of the Zoning Hearing Board would need to be obtained.
- A listing of submission and meeting dates for the Lancaster County Planning Commission was enclosed for the Boards information.

- A meeting of the Southern End Farm Based Business committee for the Places 2040 plan will be held at the municipal building on January 21st from 9 am to 10 am. The meeting is open to all appointed or elected officials as well as municipal staff members. Mr. Coates will attend as the representative for Little Britain.
- The Solanco School District is again conducting a demographic study for use in future planning. They are requesting cooperation from all municipal entities. Following a brief discussion, a motion was made by Mr. Coates, seconded by Mr. Reimold and carried authorizing Ms. Jackson to provide the information being requested.

TAXES: It was reported that tax collector, Agnes Reeder collected \$203.30 in real estate tax and \$79.18 in interim tax during the month of November.

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

- Worked on dirt section of Scott Road.
- Checked Park.
- Cleaned inlet boxes off.
- Worked on equipment.
- Replaced mailbox posts on Roberts Road.
- Prepped for paving on Roberts Road.
- Replaced Stop and missing road signs.
- Cleaned side gutters on Sleepy Hollow Road.
- Swept shop floor.
- Performed routine equipment maintenance.
- Checked driveway permit sites.
- Inspected emergency lighting and fire extinguishers.
- Pressure sprayed truck frames so they could be treated.
- Blew leaves off the roads.
- Worked on equipment.

Mr. Emling questioned where the trucks received the undercoating treatment and was advised at Gore Service & Repair in Quarryville. Mr. Risk also advised that a new power washer had been ordered and should be received in January.

PAYMENT OF BILLS: Motion made by Mr. Coates, seconded by Mr. Brenneman and carried authorizing the payment of General Fund checks 11588 through 11617 in the amount of \$60,544.40. Motion made by Mr. Reimold, seconded by Ms. Wood and carried authorizing the payment of State Fund checks 2030 through 2031 in the amount of \$43,761.54.

PUBLIC PARTICIPATION: The meeting was opened for public participation, with no response.

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

William and Josephine Seila: Brian Masterson of Register Associates presented the stormwater plan that will capture the runoff from the garage, the existing building and

addition planned. He indicated concern that a representative from Light-Heigel Assoc. was indicating the need to include the driveway in the calculations for stormwater improvements. Ms. Jackson indicated the individual who was requesting that was not familiar with the special arrangements that were agreed to in September due to the illegal conversation of a building on this property. She further noted that Township Engineer, Ed Fisher is aware of the requirements on this plan and has provided feedback based on those conditions. Following a review of the plan, a motion was made by Ms. Wood granting conditional approval contingent upon all comments from Mr. Fisher being addressed. Mr. Brenneman seconded the motion, which carried.

SUNSET DRIVE: Diane Dale, a resident who resides on Sunset Drive advised she was serving as a spokesperson for her neighbors and wanted to advise the Board they are in the process of preparing a deed of dedication for their road. She noted they are also preparing the bond funding that will be required when the ownership of the road is transferred to the Township. She requested that any inspections the Township might require prior to the transfer of road ownership be scheduled now to prevent any weather delay from occurring. Mr. Risk advised he and Township Engineer, Ed Fisher both inspected the road and its drainage during construction but that he would contact Mr. Fisher to confirm if another inspection would be necessary.

AMENDMENTS TO STORMWATER ORDINANCE: Zoning Officer, Ms. Jackson presented the proposed changes to the Stormwater Ordinance. She noted that due to the state increasing the square footage for stormwater plans that can be self-planned, the ordinance will now reflect the 5,000 square foot number in the sections that were previously capped at 2,500 square feet. The ordinance will also change the phrasing of Best Management Practice to the Pennsylvania Stormwater Best Management Practices and update the access easement requirements from 10 to 20 feet. She noted that the diagrams will also be changed to reflect DEP no longer wanting the bottom of trenches lined due to its slowing of infiltration. Following a review of the proposed changes, a motion was made by Ms. Wood, seconded by Mr. Brenneman and carried authorizing the advertising for the Ordinance's adoption in January.

ZONING ORDINANCE PUBLIC HEARING – Chairman, Mr. Emling indicated the Board would conduct a public hearing on the 2019 Amended and Restated Zoning Ordinance. He noted the township is proposing a comprehensive amendment to update its zoning ordinance. The update modernizes the ordinance, eliminates old and outdated definitions and adds provisions for new land uses within the township. A summary of the proposed changes to the ordinance were available for the public and it was noted that a copy of the amended ordinance had been available at the municipal building for 49 days for public review. Ms. Jackson noted comments from the Lancaster County Planning Commission had been received. Those comments recommended that phone be installed in one-room schoolhouses for emergency services issues, however this is not an item that can be mandated. The Board then open the floor for questions and/or comments on the proposed ordinance, with no response. The hearing was then closed.

ORDINANCE #2-19: Township Zoning Ordinance – Motion made by Mr. Coates, seconded by Mr. Reimold and carried to adopt the 2019 Amended and Restated Zoning Ordinance as presented.

RESOLUTION #7-19: 2020 Tax Rate- Motion made by Mr. Coates, seconded by Ms. Wood and carried to adopt Resolution #7-19 confirming the Real Estate Tax rate of .301 mills for the year 2020.

RESOLUTION #8-19: 2020 Budget- Motion made by Mr. Coates, seconded by Mr. Reimold and carried adopting Resolution #8-19 as The Little Britain Township budget for 2020.

END OF YEAR PAYMENTS: Motion made by Ms. Wood, seconded by Mr. Reimold and carried, authorizing the Secretary/Treasurer to pay all end of year bills.

2020 APPOINTMENTS: The Board was advised of those positions up for re-appointment at the January re-organizational meeting. It was noted that David Young is up for reappointment on the Zoning Hearing Board but has been unable to attend any hearings for approximately 2 years due to medical reasons. Neither of the alternates are interested in moving into a regular position on the Board. Ms. Jackson will check with Mr. Young to confirm his stance on being appointed to another term. Ms. Wood noted that due to Mr. Brenneman having another commitment on the nights on the Intermunicipal Council meetings that she believes another alternate should be appointed in 2020. Following a brief discussion, Mr. Emling indicated he would be willing to serve as an alternate for this committee. The Board was informed that paperwork that was to be completed by the Emergency Management Coordinator for the County has not been completed and is severely overdue. Ms. Jackson contacted Mr. Criswell who indicated he intended to continue in his role as Emergency Management Coordinator if reappointed. A discussion was also held pertaining to the cleaning service at the municipal building. Following a discussion on the expectations of service versus those being received, the Board authorized the Secretary/Treasurer to advertise for this position and to obtain quotes from commercial cleaning services.

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

Kevin Alexander: Motion was made Mr. Reimold, seconded by Mr. Brenneman and carried authorizing the release of \$1,814.87 of escrow funding on the Brookside Place project, while maintaining a balance of \$200.00 until trees are planted in the spring.

Amos Beiler: Mr. Reimold motioned the release of \$20,979.77 in escrow funding being held on the Kinseyville Road project, while maintaining a balance of \$6,000.00 until the remaining work is complete. Ms. Wood seconded the motion, which carried.

TRAINING/SEMINARS: Upcoming training and seminars were reviewed.

ADJOURNMENT: At 8:22 p.m. being no further business, motion was made by Mr. Brenneman, seconded by Mr. Reimold and carried to adjourn the meeting.

Respectfully Submitted,

Margaret D. DeCarolis
Secretary/Treasurer