

**LITTLE BRITAIN TOWNSHIP  
FEBRUARY 9, 2021**

The Little Britain Township Board of Supervisors held its regular monthly meeting on Tuesday, February 9<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 7:01 p.m. A moment of silence and reflection was followed by the salute to the Flag.

<b>PRESENT:</b> Jerry Emling	Beth Foss
Clark Coates	George Osborn
Richard Brenneman	Marcella Peyre-Ferry
Shawn Reimold	Dan Risk
Pat Wood	Craig Williams
Christine Jackson	
Margaret DeCarolis	

**MINUTES:** Motion made by Mr. Coates, seconded by Mr. Reimold and carried to adopt the minutes of the January 4<sup>th</sup> meeting as printed.

**SANITATION:** It was reported that Mr. Stoner collected \$825.00 in Sanitation fees and \$50 for Well permits issued during the month of January.

**ZONING:** Zoning Officer, Christine Jackson reported issuing 9 zoning, 12 occupancy and 4 demolition permits during the month of January along with the acceptance of 1 Zoning Hearing Application. Ms. Jackson also advised the Board on the following:

- Zoning Hearing Application of Jonathan Esh who recently purchased a 1.4-acre property located at 684 Ashville Road. He is requesting a special exception of section 440 of the zoning ordinance to house one transportation horse on the property. He will be able to comply with all other sections of the ordinance regarding fencing, grazing and manure storage. Following a review of the application, the Board noted it without comment.

**TAXES:** It was reported that Tax Collector, Agnes Reeder reporting collecting \$1,284.56 in Real Estate tax during the month of December. She reported an additional \$328.86 in end of year real estate tax being collected. It was further noted that Ms. Reeder had completed her end of year reconciliation with the County, turned over all unpaid tax statements for collections and that 2021 tax statements should be available during the 2<sup>nd</sup> or 3<sup>rd</sup> week of February. Following a brief discussion on the street light tax for the Howard Lane/Steel Ridge development, a motion was made by Mr. Emling, seconded by Ms. Wood and carried authorizing the street light tax statements to be mailed with the 2021 County/Township tax statements and to compensate Ms. Reeder at the current rate of 75¢ per statement collected.

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

- Treated roads for ice.
- Cleaned salt from trucks.
- Regraded dirt roads.
- Cleaned inlet boxes.

- Performed routine equipment maintenance.
- Reviewed driveways for permitting.
- Replaced heating/cooling filter at municipal building.
- Replaced road and Stop signs as needed.
- Worked on Dirt and Gravel Road grant applications.
- Prepared equipment for snow and ice removal.
- Unloaded and cleaned equipment following snow.
- Treated roads for cold/ice spots.
- Fixed filing cabinet for the Secretary/Treasurer.

Mr. Emling inquired if the situation with closing the Park gate had been resolved. Mr. Risk advised that Brendan Filliaux has agreed to close the park gate each evening. He also provided an estimate for an automated gate of approximately \$12,000.00 should the Board wish to pursue that option. The Board agreed to have Mr. Filliaux continue closing the gate and for the service to be performed year-round.

**PAYMENT OF BILLS:** Motion made by Mr. Coates, seconded by Ms. Wood and carried authorizing the payment of General Fund checks 12075 through 12094 in the amount of \$22,412.03.

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

**PLANNING COMMISSION:** Motion made by Ms. Wood, seconded by Mr. Reimold and carried to adopt the minutes of the January 26<sup>th</sup> Township Planning Commission meetings as printed.

**Ephraim Esh:** Craig Williams of Strausser Surveying presented the lot add-on plan and advised of numerous conversations and correspondences exchanged with Township Engineer, Ed Fisher pertaining to the stormwater calculations on this plan. He provided an in-depth review of the way the calculations were established. Following a review of the plan, he requested waivers of section 305.A.2.c for the maximum loading ration of an infiltration trench and section 307.G for the swale conveyance of the Stormwater Management Ordinance. Mr. Coates motioned approval of the waivers requested and conditional plan approval once all remaining comments from Mr. Fisher are addressed and approved. Ms. Wood seconded the motion, which carried.

**ELECTRONIC PAYMENTS:** The Board was advised of severe delays being experienced in the receiving and sending of bills/payments. It was noted that most of the late fees incurred have been waived at this point, but that going forward companies are indicating that no additional fees will be waived as payments can be made online. The Secretary/Treasurer requested authorization to make payments electronically as needed to avoid late fees or other charges. A discussion pursued pertaining to the importance of keeping a clear and accurate paper trail as well as the pros and cons of paying electronically with a credit card versus using an Automated Clearing House (ACH) payment linked to the townships general fund account. Mr. Reimold suggesting contacting the bank to confirm what protections are available with ACH payments. Following this discussion, a motion was made by Mr. Coates to authorize the use of electronic payments via a credit card or an ACH payment depending on which method was most secure and preferred. Mr. Brenneman seconded the motion, which carried.

**SAFE DEPOSIT BOX:** The Board was advised that due to the Quarryville branch of the PNC bank closing, that the safe deposit box there had been closed out. The Board discussed the options of establishing another safe deposit box or purchasing a fireproof/gun safe to store such documents in.

The Secretary/Treasurer will research if there are any requirements in the 2<sup>nd</sup> Class Township code pertaining to the matter.

**INTERSECTION OF BLACK AND LITTLE BRITAIN ROADS:** The response received from PennDOT pertaining to the Black and Little Britain Roads intersection was discussed. Mr. Emling stated his dissatisfaction with their response and indicated his belief that a representative from PennDOT should have come down to review the situation. He noted that Township Engineer, Ed Fisher has recently completed a sight-distance study of the intersection. He advised that he contacted Mr. Fisher's office to request that the paperwork being required by PennDOT to recommend changes at this site be prepared and submitted. Mr. Fisher is currently on vacation but will begin work on this matter upon his return. The Board then discussed what improvements could be made immediately to help improve safety at the site. Suggestions included road signage, warnings place directly on the roadway or rumble strips. Roadmaster, Mr. Risk said he would evaluate what signs are available and order what may be necessary. The Board also requested the Secretary/Treasurer inform both Representative Cutler and Senator Martin of the response received and request they visit the site and provide whatever support the can to ensure improvements are made.

**TOWNSHIP COMPREHENSIVE PLAN:** Zoning Officer, Ms. Jackson advised she received notification from Gwen Newell of the Lancaster County Planning Commission that members of the Southern End Inter-Municipal Council (IMC) voted to participate in a Southern End Comprehensive Plan and questioned the accuracy of that information. Ms. Wood indicated she advised Ms. Newell that Little Britain Township wanted to remain working with Fulton, Drumore and East Drumore Township on a plan strictly for our 4 municipalities. She also noted that all municipalities were invited to participate in the Southern End Comprehensive Plan meetings and suggested Mr. Coates may wish to attend to confirm what is being planned and obtain information being distributed. Mr. Coates indicated he would attend the next meeting if possible. Resident, Beth Foss questioned what a Comprehensive Plan is and was advised it is basically a 10-year plan outlining plans for municipal boundaries, growth and zoning matters. Ms. Wood provided her with information she had obtained during a presentation at the IMC pertaining to Comprehensive Plans.

**LOSS OF LONGTERM RESIDENT:** Zoning Officer, Ms. Jackson advised that Eva Jackson passed away on February 7<sup>th</sup> at the age of 103.

**ADJOURNMENT:** At 8:10 p.m., being no further business, motion was made by Mr. Reimold, seconded by Mr. Brenneman and carried to adjourn the meeting.

Respectfully Submitted,

Margaret D. DeCarolis  
Secretary/Treasurer