

**LITTLE BRITAIN TOWNSHIP
JANUARY 6, 2020**

The Little Britain Township Board of Supervisors held their annual organizational meeting on Monday, January 6, 2020 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	Mike Holland	Tyler McCardell
Clark Coates	Randy Jackson	George Osborn
Richard Brenneman	Menno King	Dan Risk
Shawn Reimold	Israel Kinsinger	Aaron Stoltzfus
Christine Jackson	Levi Lapp	Samuel E. Stoltzfus
Margaret DeCarolis	Maryann Mahan	Samuel I. Stoltzfus

TEMPORARY CHAIRMAN: Motion made by Mr. Emling, seconded by Mr. Brenneman and carried appointing Mr. Coates as Temporary Chairman.

ELECTION OF OFFICERS:

Chairman: Motion made by Mr. Brenneman, seconded by Mr. Coates and carried reappointing Mr. Emling as Chairman.

Vice-Chairman: Motion made by Mr. Emling, seconded by Mr. Reimold and carried reappointing Mr. Coates as Vice-Chairman.

Mr. Emling resumed his role as Chairman.

2020 APPOINTMENTS:

Accounting Firm: Motion made by Mr. Coates, seconded by Mr. Reimold and carried reappointing Trout, Ebersole and Groff as the Townships accounting firm.

Bank: Motion made by Mr. Reimold, seconded by Mr. Coates and carried designating PNC Bank as the bank for official Township business.

Cleaning Services: The Board was advised that estimates for cleaning services have been received from 3 professional services. An advertisement for the position will run during the week. The current cleaning agent, Mr. Harvey has been advised the Board may be making a change on this service. The Board decided to defer the appointment of this position until the February meeting and all estimates/proposals have been received.

Emergency Management Coordinator: Motion made by Mr. Coates, seconded by Mr. Reimold and carried reappointing Ronald Criswell as EMS Coordinator.

Engineer: Motion made by Mr. Brenneman, seconded by Mr. Reimold and carried reappointing the firm of Light-Heigel Associates as the Engineering firm.

Fire Company Liaison: Motion made by Mr. Brenneman, seconded by Mr. Reimold and carried reappointing Mr. Coates as the Township liaison for the Robert Fulton Fire Company.

Inter-Municipal Council: Motion made by Mr. Brenneman, seconded by Mr. Coates and carried reappointing Ms. Wood as the Township representative and appointing Mr. Emling to serve as the Alternative representative on the Inter-Municipal Council.

Legal Notices: Motion made by Mr. Coates, seconded by Mr. Brenneman and carried to place legal notices in the Lancaster Newspapers.

Library Liaison: Motion made by Mr. Coates, seconded by Mr. Brenneman and carried reappointing Mr. Reimold as the Township liaison with the Quarryville Library.

Mileage Reimbursement: Motion made by Mr. Brenneman, seconded by Mr. Reimold and carried establishing the mileage reimbursement rate of 57.5¢ per mile, consistent with IRS guidelines.

Planning Commission: Motion made by Mr. Brenneman, seconded by Mr. Reimold and carried reappointing Clark Coates and David Martin to 4-year terms on the Township Planning Commission.

Planning Commission Secretary: Motion made by Mr. Coates, seconded by Mr. Brenneman and carried reappointing Jennifer Brown to a one-year term as the Township Planning Commission Secretary with a 2% salary increase to a rate of \$137.34 per meeting.

Roadmaster: Motion made by Mr. Brenneman, seconded by Mr. Reimold and carried to reappoint Dan Risk as the Roadmaster at a salary of \$27.17 per hour, which represents a 1% salary increase.

Road Crew: Motion made by Mr. Reimold, seconded by Mr. Brenneman and carried reappointing Troy Jones at a rate of \$25.42 per hour, which represents a 1% salary increase and Mike Jones at a rate of \$23.57 per hour, which represents a 4% salary increase, as full-time members of the road crew.

Seasonal Employees: Motion made by Mr. Coates, seconded by Mr. Brenneman and carried increasing the rate of salary by 2% to \$20.41 per hour for seasonal employees.

SECA Representative: Motion made by Mr. Reimold, seconded by Mr. Coates and carried reappointing Mr. Brenneman as the SECA Representative.

Secretary/Treasurer: Motion made by Mr. Coates, seconded by Mr. Brenneman and carried reappointing Margaret DeCarolis as Secretary/Treasurer for a one-year term at her current hourly rate of \$22.36 and authorized the compensation of holidays.

Sewage Enforcement Officer: The Board was advised that Mr. Stoner had collected \$6,150.00 in sanitation fees and \$700.00 in well permitting fees during 2019. Motion was then made by Mr. Coates, seconded by Mr. Reimold and carried reappointing Marvin Stoner as

Sewage Enforcement Officer with an annual salary of \$7,000.00 for his services as Sewage Enforcement Officer and a salary of \$100.00 per month for well permitting.

Solicitor: Motion made by Mr. Reimold, seconded by Mr. Brenneman and carried reappointing the firm of Brubaker Connaughton Goss and Lucarelli as Solicitor for the Township.

Treasurer Bond: Motion made by Mr. Reimold, seconded by Mr. Coates and carried to maintain the amount of the Treasurer's Bond at \$1,000,000.00.

Working Supervisors: Motion made by Mr. Coates, seconded by Mr. Reimold and carried to recommend to the auditors that the salary of working supervisors increase by 2% to the rate of \$20.41 an hour.

Vacancy Board Chairman: Motion made by Mr. Coates, seconded by Mr. Reimold and carried reappointing Randy Jackson to a 1-year term as the Vacancy Board Chairman.

Zoning Officer: Motion made by Mr. Reimold, seconded by Mr. Coates and carried reappointing Christine Jackson as Zoning Officer with an annual salary of \$36,720.00, which represents a 2% salary increase.

Zoning Hearing Board: The Board was advised that confirmation from David Young regarding his reappointment had not been obtained. Therefore, the Board decided to wait on the appointment of this position.

Zoning Hearing Board Alternate: Motion made by Mr. Brenneman, seconded by Mr. Reimold and carried reappointing Jeff Wood to a 3-year term as a Zoning Hearing Board alternate.

Zoning Hearing Board Secretary: Motion made by Mr. Brenneman, seconded by Mr. Coates and carried reappointing Dorothy Simpson to a one-year term as the Zoning Hearing Board Secretary with a 2% salary increase to a rate of \$137.34 per meeting for up to 2 hearings with an additional \$10.00 per hearing being paid for each additional hearing.

Dental/Vision Plan: A motion was made by Mr. Reimold, seconded by Mr. Brenneman and carried to maintain the annual allocation of \$1,000.00 per year on the Dental/Vision program.

Annual Holidays: Motion made by Mr. Coates, seconded by Mr. Brenneman and carried authorizing the following 10 paid holidays:

Wed., Jan 1 - New Year's	Fri., Apr. 10 – Good Friday
Mon., May 25 – Memorial Day	Fri, July 3 – Independence Day
Mon., Sept 7 – Labor Day	Thurs. /Fri., Nov 26 & 27 – Thanksgiving
Fri., Dec. 25 – Christmas	Tues., Apr. 28 & Tues., Nov. 3 – Election Day

Road Crew Vacation: It was noted that the following vacations have been earned/awarded to the Road Crew for 2020:

Troy Jones – 3 weeks

Dan Risk – 2 weeks

Mike Jones – 2 weeks

Emergency Services: Motion made by Mr. Reimold, seconded by Mr. Brenneman and carried recognizing the Robert Fulton Fire Company as the official Fire Company and the Wakefield Ambulance Association as the official Emergency Responders of the Township.

State Convention Delegates: Motion made by Mr. Emling, seconded by Mr. Reimold and carried appointing Mr. Brenneman to serve as the voting delegate for the Township at the State Convention.

REGULAR BUSINESS

MINUTES: Motion made by Mr. Coates, seconded by Mr. Brenneman and carried to approve the minutes of the December 10th meeting as printed.

SANITATION: It was reported that Mr. Stoner collected \$1,350.00 in sanitation fees during the month of December. No well permits were issued.

ZONING: Zoning Officer, Christine Jackson reported issuing 2 zoning, 1 demolition and 2 driveway permits during December along with the acceptance of 2 Zoning Hearing Applications. Ms. Jackson also advised of the following:

- Zoning Hearing Application of Israel S Kinsinger of 286 Reath Road who is requesting a variance to construct a 34 x 46 square foot building to be used for refrigeration storage at the cheese plant currently located on the property. He is also requesting to add an 8 x 15 square foot breezeway to connect the existing building to the new storage. Following a review of the application, the Board noted it without comment.
- Zoning Hearing Application of Aaron Stoltzfus of 49 Green Lane who is requesting a special exception of 201.3B of the Zoning Ordinance to allow for the keeping of livestock in the Residential 1 zoning district on a lot less than 20 acres and to construct a 16 x 24 square foot portable horse barn to be used to house his horse in inclement weather. Following a review of the application, the Board noted it without comment.
- Overview of Zoning Activities during 2019 indicating that 113 zoning, 94 occupancy, 22 demolition and 21 driveways permits were issued during the year. Nine new homes were constructed and 15 Zoning and 1 Conditional Use Hearing applications were received. She noted that \$36,171.69 was collected within her office during the year.
- Visit received from a representative of Asplundh Tree Service who is contracted with PP&L to clean under power lines. He advised that PP&L did not have any authorized easements or leases on their lands. He indicated PP&L did not have a problem with the land being cropped but that some people are erecting fencing that is blocking them from entering the property and/or allowing illegal activities to occur on the property. He indicated they attempt to perform all maintenance activities when the crops are removed but should they need to perform maintenance during crop season that the crops will come down and no financial reimbursement will be made. He further indicated no one is allowed to prevent PP&L or its contracted representatives from entering a property at any time.

TAXES: It was noted that no report had been received from the Tax Collector for December collections.

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

- Checked roads.
- Worked on equipment.
- Cleaned curb sides off on Sleepy Hollow and Brown Roads.
- Cleaned drainage ditch on Kirks Mill Road.
- Checked on PA One Call sites.
- Performed routine equipment maintenance.
- Patched potholes.
- Worked on dirt roads.
- Swept shop floor.
- Picked up power washer.

Mr. Brenneman questioned what repairs were necessary on the Mack truck and was advised there were brake issues.

PAYMENT OF BILLS: Motion made by Mr. Brenneman, seconded by Mr. Reimold and carried authorizing the payment of End of Year General Fund checks 11618 through 11641 in the amount of \$16,525.74. Motion made by Mr. Reimold, seconded by Mr. Brenneman and carried authorizing the payment of the January General Fund checks 11642 through 11649 in the amount of \$14,649.72.

PUBLIC PARTICIPATION: Resident, Levi Lapp questioned the health issues the Board is trying to correct with the Sewage Maintenance Ordinance. Zoning Officer, Ms. Jackson advised of groundwater contamination occurring due to system failures. She noted areas with high nitrate counts and that due to this issue, DEP could refuse to permit any new septic systems. She again explained the desire of DEP for the Township to update its ACT 537 plan, which would have included the mandated pumping of septic systems along with additional regulations and tremendous expenses. Ms. Lapp also indicated his concern over the spreading of bio-solids and the annoyance its causes for neighboring properties. Ms. Jackson advised that the spreading of bio-solids is permitted through the state, not the Township but that all adjoining property owners should be notified by the state of the practice. Following a discussion on the matter, Ms. Jackson advised she would provide Mr. Lapp with a contact at the State level to file a complaint with pertaining to his concerns.

PLANNING COMMISSION: Motion made by Mr. Coates, seconded by Mr. Reimold and carried adopting the minutes of the December 18th Township Planning Commission meeting as printed.

WAKEFIELD AMBULANCE ASSOCIATION: Tyler McCardell, of the Wakefield Ambulance Association (WAA) presented the Board with a year-end summary of activities for his association. He also introduced Maryann Mahan, who will serve as the public relations person for the association. During 2019 the Ambulance Association was dispatched to 711 incidents with a 96% response rate. Of those calls, 230 were located within Little Britain. He further noted that the association had been recognized by Lancaster General Hospital for its care

of stroke patients. It was noted that in general less than 16% of cardiac patients survive “intact” during transport to the hospital. Mr. McCardell advised that the response rate to the annual fund drive was up a little for the year and that the association has now begun filing “theft of service” legal complaints against persons who receive direct reimbursement for their services from their insurance companies and fail to forward said payment to them. He stressed that no resident would be denied service based on their payment history. A review of the community outreach programs offered by the WAA was given along with the updating of some equipment and some grant funding received. Following his presentation, resident Levi Lapp questioned if the WAA honored living wills and was advised they did if they were presented with a copy of said document at time of service and they were signed by a doctor, otherwise all lifesaving efforts would be made. Mr. Lapps also indicated he would prefer to donate to the WAA and have them be the first responder for their needs. Mr. McCardell indicated the WAA is classified as the first responder for most of the township, but that the boundaries are not established by them. He noted that the area in question is covered by LEMSAs, who has a joint billing agreement in place with the WAA. Should the Board of Supervisors wish to request the WAA provide service for all of its township residents, they would be willing to honor that agreement and any donations already made to LEMSAs for the year 2020.

ORDINANCE #1-20: Amendments to Stormwater Management Ordinance - Ms. Jackson, Zoning Officer advised that the amendments to the Stormwater Management Ordinance would increase coverage area for self-planning on plans from 2,500 square feet to 5,000 square feet. Motion made by Mr. Coates, seconded by Mr. Reimold and carried to adopt Ordinance #1-20.

SPRING CLEAN-UP DAY: The Board approved the date of Saturday, April 11th for the Annual Spring Clean-Up event.

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

Vernon Fox: Motion made by Mr. Coates, seconded by Mr. Reimold and carried authorizing the release of escrow funding held on Noble Road stormwater project.

Samuel & Verna Fisher: Mr. Brenneman motioned the letter of credit being held on the Kirks Mill Road property be released. Mr. Reimold seconded the motion, which carried.

TRAINING/SEMINARS: Upcoming training and seminars were reviewed. Mr. Brenneman questioned the training to take place pertaining to farm related businesses and was advised it would take place on January 21st at our municipal building. Mr. Coates is serving as the Township representative for that committee.

ADJOURNMENT: At 8:14 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