

**LITTLE BRITAIN TOWNSHIP**  
**July 13, 2021**

The Little Britain Township Board of Supervisors held its regular monthly meeting on Tuesday, July 13<sup>th</sup> at the Municipal Building, 323 Green Lane, Quarryville, PA. Prior notice of the meeting was given.

Vice-Chairman, Clark Coates, called the meeting to order at 7:00 p.m. A moment of silence was followed by the salute to the Flag.

**PRESENT:** Clark Coates  
Richard Brenneman  
Shawn Reimold  
Christine Jackson  
Margaret DeCarolis  
Kate Byrne  
Robert Eller  
Marcella Peyre-Ferry  
Brendan Filliaux  
George Osborn  
Dan Risk

**MINUTES:** Motion was made by Mr. Brenneman, seconded by Mr. Reimold and carried to adopt the minutes of the June 8<sup>th</sup> meeting as printed.

**SANITATION:** It was reported that Mr. Stoner turned in \$150.00 in sanitation fees and \$50.00 for well permits issued during the month of June.

**ZONING:** Ms. Jackson, Zoning Officer reported issuing 11 zoning, 17 occupancy, 1 extension and 6 driveway permits during the month of June along with the acceptance of 1 Zoning Hearing continuance application and 1 Conditional Use application. Ms. Jackson also reported on the following:

- Problems being experienced by residents of Sunset Drive with mail and package deliveries. Recently an issue with an emergency management response was experienced as well. She noted that the Nottingham Post Office should have never allowed 2 roads within the same zip code to have identical names. The Sunset Drive located in Chester County has approximately 50 homes located on it versus the 6 homes within Little Britain. She questioned if the Board would be interesting in changing the name of the road while we are in the processing of accepting the roadway back. It was noted that there would be no expenses to the Township in changing the name. A discussion pursued pertaining to the matter with the Board deciding to allow the residents of Sunset Drive to determine if they wanted to change the road name, either the ending to Lane or Circle or in establishing an entirely new road name. Ms. Jackson will contact them to discuss and present any new name suggestions to the Board for final approval.
- Request received from resident Crystal Bennett to place flyers at the municipal advising residents of a small daycare/preschool she runs from home. The center has only 4 to 5 children and she believes that due to it being an educational venture that this would be a good location to place information on it. Following a brief discussion, the Board agreed that there were better places to advertise such a business and allowing her to place flyers here could establish a precedent they do not wish to set.

**TAXES:** It was reported that Tax Collector, Agnes Reeder collected \$4,269.30 in Real Estate tax, \$4.21 in interim tax and \$23.32 in streetlight tax during the month of June. Mr. Coates inquired how many households were billed the streetlight tax and was advised that 20 homes were assessed this tax. Only 4 of those bills remain outstanding.

**ROADS:** Roadmaster, Dan Risk advised of the following June road crew activities as follows:

- Provided flagging service for East Drumore Township.
- Mowed road banks.
- Checked and cleaned at Park.
- Checked roads for damage following storms.
- Hauled anti-skid material to salt shed.
- Pressure sprayed playground equipment at Park.
- Picked up mulch for Park.
- Installed intersection signs and Black and Little Britain North Roads.
- Performed routine equipment maintenance.
- Checked driveway permit sites.
- Cleaned out ditch on Fairmount Road.
- Replaced head gasket and worked on lawn mower.
- Filled in side gutter on Honeysuckle Road.
- Installed new swings at the Park.
- Mowed at municipal building.
- Removed downed trees after hours.

The Board inquired what road signs were posted at or near the intersection of Black and Little Britain North Roads and was advised that Slow and Dangerous Intersection Ahead signs were posted. Mr. Risk also advised that the Ford F-550 truck sold for \$8,300.00 through Municipal Bid, with a bad motor.

**PAYMENT OF BILLS:** Motion made by Mr. Brenneman, seconded by Mr. Reimold and carried authorizing the payment of General Fund checks 12229 through 12264 in the amount of \$26,611.15.

**PUBLIC PARTICIPATION:** Bob Eller who resides on Cedar Road advised the Board that his property is experiencing flooding following heavy rains. He indicated that Mr. Risk had performed some work on the road previously that helped but questioned if some additional paving could be done to prevent the runoff he experiences from the dirt road. Mr. Risk advised that he could possibly pave another 20 feet or so, which he believes will help control the situation.

**OPENING/CLOSING OF PARK:** Brandon Filliaux addressed the Board regarding the payment of \$100.00 per month he is receiving for the opening and closing of the park. He noted that in addition to checking restrooms each night before locking, he is also checking trash cans at pavilions and general upkeep of Park prior to locking the gate each night. He then advised the Board that based on the time and commitment being dedicated to this position that he believes it should be compensated at \$50.00 per week versus the \$100.00 currently being paid. He noted that he submitted a bill at the \$50.00 per week rate for services rendered from January 9<sup>th</sup>

through July 3<sup>rd</sup> but was advised that rate was not authorized and adjusted his billing to reflect the \$100.00 per month rate but that going forward, it would not be worthwhile for him to continue performing this service for less than \$50.00 per week. A conversation pursued in which drug use at the park was discussed. The Board thanked Mr. Filliaux for his service but stated they believed the full board should be present to discuss this matter more fully and determine the rate of pay for this service. Mr. Filliaux agreed to continue performing the opening/closing service at the \$100.00 a month rate until the August meeting.

**PLANNING COMMISSION:** Motion made by Mr. Reimold, seconded by Mr. Brenneman and carried to adopt the minutes of the June 22<sup>nd</sup> Township Planning Commission meeting as presented.

**Adam and Katie Marie Byrne** – Zoning Officer, Ms. Jackson presented the stormwater plan, which is located on a private road project located within Brittany Commons. Following a review of the plan, she requested authorization to sign the plan outside of a meeting upon all comments from Township Engineer, Ed Fisher being addressed. Mr. Reimold motioned Ms. Jackson be authorized to sign the plans outside of a meeting upon satisfactory compliance with Mr. Fisher's comments. Mr. Brenneman seconded the motion, which carried.

**RESOLUTION #5-21: Dedication of Sunset Drive** – Motion made by Mr. Reimold, seconded by Mr. Brenneman and carried adopting Resolution #5-21 accepting the dedication of Sunset Drive. It was noted the document could be amended if needed should the name of the road be changed.

**TRUCK FINANCING:** The Board was advised the new Ford truck should be delivered within 10 days. The desire to purchase the truck outright from the State fund will not be possible as hoped. Information on financing is being obtained through Fulton Bank and Keystone Ford. The Roadmaster would like to pay the \$48,750.00 for the vehicle outright and finance the \$37,515.00 for the upfitting completed by Lancaster Truck Bodies. Mr. Reimold indicated his belief that funding received through the American Rescue Plan (ARP) should be utilized for the purchase as this vehicle is used for emergency responses. The Secretary/Treasurer does not believe equipment purchases qualify under the spending guidelines of this program but will check with PSATS to confirm. If ARP funding cannot be utilized, Mr. Coates motioned the approval of financing \$37,515.00 for a term of 2 years with an interest rate of no more than 6%. Mr. Brenneman seconded the motion, which carried.

**AMERICAN RESCUE PLAN (ARP) FUNDING:** Mr. Reimold suggested the Board obtain estimates to upgrade lights, faucets and flushing mechanisms at the Municipal Building and Park with touchless equipment utilizing funding received through the ARP.

**COMMUNITY SERVICE AGREEMENT:** The Board was advised that the Township had been approached by the County Office of Juvenile Probation to confirm if we are interested in utilizing juvenile offenders who are court ordered to perform community service. It was noted that to do so, the Township would need to contract with the probation office confirming to abide by the terms established for this program. Additionally, the Township would need to obtain child

clearance certifications for any employee who would be supervising or working with the juvenile. A discussion pursued regarding the work available for community service workers, the amount of supervision required and the quality of work provided. The Board agreed they did not wish to utilize anyone under the age of 18 for community service. Motion was then made by Mr. Brenneman, seconded by Mr. Reimold and carried authorizing the use of a community service volunteer over the age of 18 should they agree to meet with Roadmaster, Dan Risk before starting and meet his approval for work.

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

**Mary Crawford:** Motion made by Mr. Brenneman, seconded by Mr. Reimold and carried authorizing the release of escrow funding held on the Camp Road stormwater project.

**Custom Home Group:** Mr. Reimold motioned the escrow funding being held on the Lloyds Road stormwater project be released. Mr. Brenneman seconded the motion, which carried.

**Custom Home Group:** Per the recommendation of the Township Engineer, Mr. Brenneman motioned the escrow funding being held on the stormwater management project on Little Britain Road North be released. Mr. Reimold seconded the motion, which carried.

**Amos Beiler:** Motion made by Mr. Reimold, seconded by Mr. Brenneman and carried authorizing the release of escrow being held on the stormwater project on Jackson Road.

**TRAINING/SEMINARS:** Upcoming training and seminars were reviewed. Motion made by Mr. Brenneman, seconded by Mr. Coates and carried authorizing Mr. Reimold to represent the Township at the Lancaster County Association of Township Supervisors golf outing and dinner on July 29<sup>th</sup>.

**ADJOURNMENT:** At 8:17 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