

January 5, 2015

The Strasburg Township Board of Supervisors held their regular meeting on Monday, January 5, 2015, at 7:30 p.m. at the Strasburg Township Municipal Building, 400 Bunker Hill Road. Present were Peggy Dearolf, Michael Weaver and Thomas Willig; Administrator Mark Deimler.

Guests: Stephanie Smith.

Prior to the start of their regular meeting, the Supervisors held their organizational meeting.

On a motion by Weaver/Dearolf, Supervisors unanimously elected Thomas Willig as Chairman. On a motion by Dearolf/Willig, the Supervisors unanimously elected Michael Weaver as Vice-Chairman. On a motion by Willig/Weaver, the Supervisors unanimously elected Peggy Dearolf as Treasurer.

On a motion by Dearolf/Weaver, the following actions were taken:  
The Supervisors unanimously approved appointments and procedures as shown on the attachment.

On a motion by Willig/Weaver, the Board voted unanimously to approve wages as listed with exception of the secretary.

On a motion by Dearolf/Weaver, the Board voted to approve the secretary's wage. Willig abstained.

On a motion by Willig/Weaver, the Board voted unanimously to raise the Treasurer's bond limit to \$1,000,000.00.

On a motion by Willig/Dearolf, the Board voted unanimously to approve depositors and advertisers as shown on the attachment.

On a motion by Willig/Dearolf, the Board voted unanimously to adopt Resolution 2015-1 setting fees for 2015.

On a motion by Weaver/Willig, the Board unanimously voted to adopt the minutes of 12/29/15 as submitted.

On a motion by Dearolf/Willig, the Board unanimously voted to approve bill listings for payment: Bills in the amount of \$45,683.98 dated 1/5/15.

Public comment was invited. There was none.

Smith of the Lancaster Farmland Trust (LFT) presented an update on a best management practice assessment performed in 2014. A full report will be

available by the end of January. The Board commended the LFT for all their efforts.

A hearing pertaining to Ordinances #88, 89 and 90 dealing with amendments to agreements the Township has with the PA State Association of Township Supervisors for managing pension, worker's compensation and disability insurance was opened at approximately 8:45 p.m. On a motion by Willig/Dearolf, the Board voted unanimously to close the hearing and adopt the three ordinances as presented.

On a motion by Weaver/Dearolf, the Board voted unanimously to appoint the secretary as the designated representative for the 2014 audit and authorized the Chair to sign the required documents.

The Administrator provided the Board with copies of the proposed timeline for the Refton sewer project. The Board selected three dates for sessions offering free notary service for the affected residents at the Refton Community Fire Company: Wednesday, January 14 and Thursday, January 22 from 6:00 p.m. to 8:00 p.m. and Saturday, January 24 from 1:00 p.m. to 3:00 p.m. A draft letter presented to the Board was approved and the secretary directed to mail them out as soon as possible.

A drainage problem on the corner of White Oak Road and Beaver Valley Pike was discussed. The Administrator was directed to advise the road crew of the proposed solution.

The Zoning Officer reports three permits issued with receipts in the amount of \$483.84

The Sewage Enforcement Officer reports one permit issued with receipts in the amount of \$150.00

There being no further business before the Board, the Supervisors adjourned at 10:00 p.m.

Judith G. Willig  
Township Secretary

## 2015 Organization Meeting

### Appointments approved:

Chairman	Thomas Willig
Vice Chairman	C. Michael Weaver
Treasurer	Peggy Dearolf
Township Secretary	Judith Willig
Roadmaster	Garry Rubincam
Township Administrator	Mark Deimler
ZHB Secretary	Judith Willig
Collector of Enabling Tax	Lancaster County Tax Collector
Solicitor - Board of Supervisors	Morgan, Hallgren, Crosswell & Kane
Engineers	Solanco Engineering Associates, LLC
Building Code Official	Mark Deimler
Building Code Inspectors	Commonwealth Code Inspection Services, Inc. and Municipal Solutions, Inc.
Chairman of Vacancy Board	Caroline Morton
Planning Commission Vacancies	Merrill Spahn
ZHB Vacancy (by Resolution)	None
Zoning Officer	Mark Deimler
Sewage Enforcement Officer	Marvin Stoner

### Wages approved:

	Hourly:
Township Administrator	\$70.00
Township Secretary	\$18.64
Roadmaster	\$23.43
Road Workers	\$16.00- \$19.69
Snow removal help	\$30 w/ exp. or CDL; \$25 no CDL
Part-time road help	\$14.66 w/ exp. or CDL; \$10.40 w/ no exp.
Zoning Hearing Board	\$20 per hearing for expenses pd. semi-annually
ZHB Secretary	\$18.64
Zoning Officer	\$80
Engineer	\$100

### Fees approved:

Perc. Test	First test	\$200
	Second test	\$100
Sewage permit		\$150
DEP planning module review		\$75
SEO hourly rate		\$50
Holding tank inspection		\$75
Sewage System Certification Letter		\$75 plus inspection fee if required @ \$50/hr
Driveway permit		\$50
Building permit		\$.45/sq. ft. for Commercial (\$150 min.) \$.30/sq. ft. for Institutional (\$100 min.) \$.20/sq. ft. for Residential (\$30 min.) \$.15/sq. ft. for Agricultural (\$20 min.)
Demolition Permit		\$50
Zoning or Building Permit Fee for Projects not Meeting Defined Construction Classification		1% of Total Cost of Improvement (\$25 min.)

**2015 continued**

Decks, patios, fences, pools, signs	\$50
High Tunnel Greenhouses (no permanent pad and moveable)	\$50
Hearing for Variance, Special Exception or Conditional Use	\$500 for 1 <sup>st</sup> 3 hrs.; \$100/hr. for add'l. time
Rezoning Petition	\$1,500
Stormwater Management Waiver request (per waiver)	\$50.00
Floodplain determination review	\$250.00
Minor stormwater management plan application	\$50.00
Major stormwater management plan application	\$500.00
Stormwater management plan exemption request	No charge
Pre-application meeting with Township staff (if the applicant desires that the Township Manager-Engineer or other professional consultant attend, the applicant will be invoiced for the fees of such consultant, and such fees must be paid in full before the applicant may submit a formal application)	\$100.00
Use & Occupancy Permit	\$50
ECHO housing processing fee	\$200
ECHO housing annual insp. fee	\$50
Planning Comm. review	\$100 + any add'l costs
Document reproduction	\$.25/page
Returned check fee	\$35 + any add'l costs
Appeal from action of SEO (OLDS)	\$50 + hearing costs

**Escrow Fees:**

Planning Commission review of Subdivision and Land Development Submissions to the LCPC	\$500.00
PA DEP Planning Module Submission	\$100.00
Stormwater Management Waiver request (per waiver)	\$100.00
Floodplain determination plan review	\$1,500.00
Minor stormwater management plan	\$300.00
Major stormwater management plan	\$2,000.00
Stormwater management plan exemption request	\$50.00
Inspection of stormwater management facilities which are part of an approved subdivision or land development plan and the lot owner will be installing stormwater management facilities	\$750.00

Additional Permit Fees: If the excavation for the construction or erection of any building, including accessory buildings or the alteration of any building, including accessory buildings or the alteration of any building or any use change or structure that requires a permit begins before a permit is issued, the permit fee is double the original fee plus one hundred (\$100.00) dollars.

**Recommendations to auditors:**

Treasurer's Bond Limit	\$1,000,000.00
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## 2015 continued

### Approved selections:

Depositories PNC Bank

Advertiser Lancaster Newspapers

### Established procedures:

Regular meetings 1<sup>st</sup> Monday at 7:30 PM and the 3<sup>rd</sup> Monday at 1:00 PM , as needed, except on holidays when the meeting may be held the following day

Paid Holidays - F/T (11) New Year's Day, Primary Election Day, Memorial Day, July 4, Labor Day, General Election Day, Thanksgiving Day, Friday after Thanksgiving, Monday after Thanksgiving, ½ day before Christmas, Christmas Day, ½ day before New Year's Day

Vacation (full-time) 3 days after 6 months  
1 week after 1 year  
2 weeks after 2 years  
3 weeks after 5 years  
Vacation will be pro-rated for the balance of an employee's anniversary year. All vacation thereafter will be allocated on a calendar year basis

Sick Leave (full-time) 3 days/yr-1st yr. pro-rated from date of employ

Personal Leave (full-time) 2 days/yr-1st yr. pro-rated from date of employ

## 2015

### **Fees approved:**

Perc. Test: First test	\$200
Second test	\$100
Sewage permit	\$150
DEP planning module review	\$75
SEO hourly rate	\$50
Holding tank inspection	\$75
Sewage System Certification Letter	\$75 plus inspection fee if required @ \$50/hr
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Demolition Permit	\$50
Zoning or Building Permit Fee for Projects not Meeting Defined Construction Classification	1% of Total Cost of Improvement (\$25 min.)
Decks, patios, fences, pools, signs	\$50
High Tunnel Greenhouses (no permanent pad and moveable)	\$50
Hearing for Variance, Special Exception or Conditional Use	\$500 for 1 <sup>st</sup> 3 hrs.; \$100/hr. for add'l. time
Rezoning Petition	\$1,500
Stormwater Management Waiver request (per waiver)	\$50.00
Floodplain determination review	\$250.00
Minor stormwater management plan application	\$50.00
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Stormwater management plan exemption request	No charge
Pre-application meeting with Township staff (if the applicant desires that the Township Manager-Engineer or other professional consultant attend, the applicant will be invoiced for the fees of such consultant, and such fees must be paid in full before the applicant may submit a formal application)	\$100.00
Use & Occupancy Permit	\$50
ECHO housing processing fee	\$200
ECHO housing annual insp. fee	\$50
Planning Comm. review	\$100 + any add'l costs
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Returned check fee	\$35 + any add'l costs

Appeal from action of SEO (OLDS) \$50 + hearing costs

Additional Permit Fees: If the excavation for the construction or erection of any building, including accessory buildings or the alteration of any building, including accessory buildings or the alteration of any building or any use change or structure that requires a permit begins before a permit is issued, the permit fee is double the original fee plus one hundred (\$100.00) dollars.

**Escrow Fees:**

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Stormwater Management Waiver request (per waiver)	\$100.00
Floodplain determination plan review	\$1,500.00
Minor stormwater management plan	\$300.00
Major stormwater management plan	\$2,000.00
Stormwater management plan exemption	\$50.00
Inspection of stormwater management facilities which are part of an approved subdivision or land development plan and the lot owner will be installing stormwater management facilities	\$750.00

February 2, 2015

The Strasburg Township Board of Supervisors held their regular meeting on Monday, February 2, 2015, at 7:30 p.m. at the Strasburg Township Municipal Building, 400 Bunker Hill Road. Present were Peggy Dearolf, Michael Weaver and Thomas Willig; Administrator Mark Deimler; and a court reporter.

Guests: John Rintz, Dana Hamm, Jeff Shoemaker, Mike Saxinger, Bob Sangrey, Christine Pannebaker, Lester Smoker, Sam Smoker, Kameron and Deirdre Dunn, Betty Paes, Wilmer Smoker, Bill Potter, June Mengel, Isaac E. Fisher, Danny DiPaola, Mike Lockard, Lloyd and Lois Mellinger, John Harnish, Wes Hicks, Brian Carson, May Gayner.

On a motion by Dearolf/Weaver, the Board unanimously voted to adopt the minutes of 1/5/15 as submitted.

On a motion by Dearolf/Weaver, the Board unanimously voted to approve bill listings for payment: Taxes and payroll in the amount of \$5,902.18 dated 1/12/15 and \$6,386.01 dated 1/26/15; bills in the amount of \$1,500.00 dated 1/9/15, \$18,526.60 dated 1/19/15 and \$63,410.82 dated 2/5/15.

Public comment was invited. There was none.

At approximately 7:45 p.m., a conditional use hearing was held for application CU 2014-5 235 Hartman Bridge Road, Rocky Ridge Meats. (See notes)

At approximately 8:30 p.m., the regular meeting resumed.

On a motion by Weaver/Dearolf, the hearing for CU 2014-6 307 Hartman Bridge Road was continued to the regular meeting of March 2, 2015.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve the Chairman sign easement agreements for the Refton sewer project as needed.

The Board opened the floor for discussion of the Refton sewer project. After a lengthy question and answer period, Deimler offered the following:

- A letter and copies of the easement agreements are being mailed to all affected residents who were unable to attend any of the three scheduled sessions at the Fire Company.
- Deimler will sit down one-on-one with any affected resident who needs a more thorough explanation of the agreements.
- The user fee will be calculated by operating and maintenance costs and the final loan amount. The current estimate is \$85-110 per month.
- DEP has mandated all properties in the Village Growth Boundary must be included in the service area.



Dana Hamm and Jeff Shoemaker submitted a letter requesting the Board exempt their property from the sewer project.

On a motion by Dearolf/Willig, the Board voted unanimously to approve the Metzler stormwater management plans for the Edisonville Road project pending the satisfaction of Deimler's comments.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve the Chairman sign the temporary construction easements for the Little Beaver Bridge replacement project.

On a motion by Weaver/Willig, the Board voted unanimously to approve the Chairman sign the 2014 uncollected tax documents and the secretary submit the 2014 Financial Condition Report to the DCED.

On a motion by Dearolf/Willig, the board voted unanimously to approve the secretary sign the final plans for the Railroad Museum of PA roundhouse project pending receipt of reimbursement of fees.

On a motion by Willig/Dearolf, the Board voted unanimously to approve the Refton Community Fire Police assist the PA Fish and Boat Commission on stream restocking days.

On a motion by Weaver/Dearolf, the Board voted unanimously to hire Connie Kauffman as the Township's part-time treasurer for 12 hours per week at an hourly wage of \$15.00.

Deimler reported the Strasburg Railroad has been awarded an grant to improve the Paradise Lane intersection.

The Zoning Officer reports no activity in January.

The Sewage Enforcement Officer reports no activity in January.

There being no further business before the Board, the Supervisors adjourned at 10:45 p.m.

Judith G. Willig  
Township Secretary

March 2, 2015

The Strasburg Township Board of Supervisors held their regular meeting on Monday, March 4, 2015, at 7:30 p.m. at the Strasburg Township Municipal Building, 400 Bunker Hill Road. Present were Peggy Dearolf, Michael Weaver and Thomas Willig; Administrator Mark Deimler; Solicitor Josele Cleary and a court reporter.

Guests: Wilmer Smoker, Kay Straley, Sandy King, Wesley Hicks, Bill Potter, Doyle Heisey, Gary and Denisa Snyder, Bob, Dawn and Jenelle Wiker, May Gaynor, Bob Sangrey, J. Richard Herr, Donna Walker.

On a motion by Dearolf/Weaver, the Board unanimously voted to adopt the minutes of 2/2/15 as submitted.

On a motion by Weaver/Dearolf, the Board unanimously voted to approve bill listings for payment: Taxes and payroll in the amount of \$10,018.17 dated 2/9/15 and \$7,680.71 dated 2/23/15; bills in the amount of \$35,738.85 dated 2/16/15 and \$34,054.64 dated 3/2/15.

On a motion by Dearolf/Weaver, the Board voted unanimously to adopt Resolution 2015-3 pertaining to the placement of a referendum on the 2015 primary ballot allowing small games of chance in the Township.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve the amended decision for CU 2014-5 235 Hartman Bridge Road, Wilmer Smoker applicant.

At approximately 8:00 p.m., a conditional use hearing was held for CU 2014-6 307 Hartman Bridge Road, Hartman Bridge LLC applicant. (see notes)

At approximately 10:00 p.m., the regular meeting resumed.

Public comment was invited. Wes Hicks of the Refton Community Fire Company submitted a letter to the Board answering concerns raised during the Fire Company's annual audit of Fire Relief funds.

On a motion by Dearolf/Willig, the Board voted unanimously to approve waiving the Fire Company's zoning permit application fees associated with a building addition.

On a motion by Dearolf/Willig, the Board voted unanimously to adopt Resolution 2015-2 authorizing the bidding and construction of the Refton Waste Water Treatment Plant (WWTP).

On a motion by Willig/Weaver, the Board voted unanimously to approve the Administrator sign documents pertaining to the construction and financing proposals for the Refton WWTP.

On a motion by Willig/Weaver, the Board voted unanimously to appoint Treasurer Connie Kauffman as the Chief Administrative Officer for the Township pension plan administered by the PA Association of Township Supervisors through the Summit Financial Corporation and be responsible for correspondence with the Department of the Auditor General effective retroactively to her hire date of 2/3/15.

On a motion by Dearolf/Weaver, the Board voted unanimously to deny the sewer exemption request submitted at the regular meeting of February 2, 2015 for 1344 Beaver Valley Pike.

The issue of an updated On-Lot Disposal System ordinance was discussed. It was delayed due to the urgency of funding for the Refton WWTP. Deimler advised DEP the Township will move forward on its adoption after the settlement with PennVEST.

Administrator's report:

- 75-80% of the agreements for the Refton WWTP have been signed
- Suggested any proposed rate ordinance contain language giving relief to duplex owners in the area affected by the Refton WWTP
- Suggested reducing the Planning Commission members from 7 to 5
- Suggested forming a Park and Recreation Board
- Discussed arrangements made with Lancaster Area Frisbee Sports for maintenance of the disc golf course. The Board requested more information be provided to them in future dealings and expenditures
- Touched on proposed zoning ordinance amendments and the need to adopt our own Subdivision and Land Development Ordinance

The Zoning Officer reports ten permits issues with receipts in the amount of \$2,339.70

The Sewage Enforcement Officer report not available at meeting time

There being no further business before the Board, the Supervisors adjourned at 11:00 p.m.

Judith G. Willig  
Township Secretary

April 6, 2015

The Strasburg Township Board of Supervisors held their regular meeting on Monday, April 6, 2015, at 7:30 p.m. at the Strasburg Township Municipal Building, 400 Bunker Hill Road. Present were Peggy Dearolf, Michael Weaver and Thomas Willig; Administrator Mark Deimler; and a court reporter.

Guests: Joe Eisenhauer, Doyle Heisey, Sandy Kime, Greg Hill, Bob Wolf, Donna Walker, John Stoltzfus, Kyle Wallace, Don Johnson, Wilmer Smoker, Kay Straley, Scott Kauffman, Bill Potter, Gerald McCracken, Dawn and Robert Wiker, Janelle Peters, June Mengel, Leroy Stoltzfus.

On a motion by Dearolf/Weaver, the Board unanimously voted to adopt the minutes of 3/2/15 as submitted.

On a motion by Dearolf/Weaver, the Board unanimously voted to approve bill listings for payment: Taxes and payroll in the amount of \$9,335.19 dated 3/9/15, \$8,126.67 dated 3/23/15 and \$5,352.62 dated 4/6/15; bills in the amount of \$26,180.20 dated 3/16/15 and \$64,704.54 dated 4/6/15.

Public comment was invited. John Stoltzfus, Strasburg Fire Company Chief, presented the 2014 report. He requested the Township consider installing a dry hydrant at the Little Beaver Bridge for the fire company's use. Deimler will look into it. Gerald McCracken had a question about the proposed mandatory septic pumping. The Board reported the ordinance will be adopted mid-summer and it will institute a schedule.

On a motion by Willig/Weaver, the decision granting the application for CU 2014-6, 307 Hartman Bridge Road was rendered. Dearolf voted in opposition.

At approximately 9:00 p.m., a hearing was held for CU 2015-1, Leroy Stoltzfus, 4A Iva Road. (see notes)

At approximately 10:00 p.m., the regular meeting resumed.

On a motion by Weaver/Dearolf, the amended letter of engagement for the 2014 audit was unanimously ratified and affirmed.

Wallace and Johnson of Trout Ebersole & Groff presented the 2014 audit results.

On a motion by Dearolf/Willig, the request by Lancaster Area Frisbee Sports to use the Ship Rock Disc Golf Course for a tournament on May 3, 2015 was unanimously approved with the following conditions: The area will be trash free before they leave, traffic cones will be placed to the north and south approaches of the drive and/or the Refton Community Fire Company's Fire Police will be contacted to provide traffic control.

On a motion by Willig/Dearolf, the Board voted unanimously to approve providing a letter of support to the Refton Community Fire Company's Fire Police to host the Lancaster County Fire Association's 2021 convention.

On a motion by Willig/Weaver, the Board voted unanimously to advertise the bids for 2015 proposed road projects.

On a motion by Dearolf/Weaver, the Board voted unanimously to advertise proposed Ordinance #91 setting the speed limit for Sides Mill Road.

Administrator's report:

- The Little Beaver Bridge replacement is temporarily suspended awaiting a waiver from the Fish and Boat Commission.
- Twin Elm Road Bridge will not last until 2016. It will need to be replaced with a precast culvert this year at a cost of approximately \$100,000.00. The project will need to be bid out and receive various permits from the State. The Board requested the bridge be made one-lane until it is ready for replacement to reduce inconvenience to residents and to monitor its condition.
- All but two easements have been signed for the Refton Waste Water Treatment Facility. The project bid is posted on the PennBid website with a pre-bid meeting set for April 14<sup>th</sup> at the Township Building and a proposed bid award date of July 23<sup>rd</sup>.

The Zoning Officer reports two permits issued with receipts in the amount of \$532.62.

The Sewage Enforcement Officer reports One permit issued in February with receipts in the amount of \$150.00 and no activity in March.

There being no further business before the Board, the Supervisors adjourned at 9:15 p.m.

Judith G. Willig  
Township Secretary

May 4, 2015

The Strasburg Township Board of Supervisors held their regular meeting on Monday, May 4, 2015, at 7:30 p.m. at the Strasburg Township Municipal Building, 400 Bunker Hill Road. Present were Peggy Dearolf, Michael Weaver and Thomas Willig; Administrator Mark Deimler; court reporter.

Guests: John Rintz, Jonathan and Ashley Kliewer, LeRoy and Lydia Stoltzfus, Kathy Rubincam, Barbara Neustadter, Donna Walker, Steve Gergely.

On a motion by Weaver/Dearolf, the Board unanimously voted to adopt the minutes of 4/6/15 as submitted.

On a motion by Dearolf/Weaver, the Board unanimously voted to approve bill listings for payment: Taxes and payroll in the amount of \$5,405.49 dated 4/20/15 and \$5,819.03 dated 5/4/15; bills in the amount of \$19,572.38 dated 4/20/15 and \$53,696.51 dated 5/4/15.

On a motion by Weaver/Willig, the Board voted unanimously to approve the Treasurer's report.

Public comment was invited. There was none.

On a motion by Dearolf/Weaver, the Board voted unanimously to render a decision granting the application for CU 2015-1, LeRoy and Lydia Stoltzfus, 4A Iva Road pursuant to a hearing held on April 6, 2015 with attached conditions.

On a motion by Weaver/Dearolf, the Board voted unanimously to continue the hearing for CU 2015-2 of Jonathan and Ashley Kliewer to the regular meeting of June 1, 2015.

At approximately 7:50, a hearing was held for CU 2015-3, David and Abigail Bollinger, for a property located at 60 Sides Mill Road. (See notes)

At approximately 8:30, the regular meeting resumed.

Bruce Hulshizer of HRG and Tom Whitehill of Whitehill Consulting appeared to discuss the results of the PennVEST bids for construction of the Refton Wastewater Treatment Facility (RWWTF). The bid for constructing the actual facility came in approximately \$400,000.00 over the pre-bid estimate. Whitehill could not explain the overage. The Board must decide whether to rebid and to that end Hulshizer and Whitehill will return to the May 18, 2015 meeting with updated user and tapping fees and design options.

Weaver and Deimler reported on a meeting with Josh Fox of HRG pertaining to billing on the project. Weaver came away from the meeting feeling that HRG justified the additional costs.

On a motion by Weaver/Dearolf, the Board unanimously voted to approve an authorization for additional services from HRG.

Deimler reported all but one of the agreements for the RWWTF have been signed and submitted to the solicitor for recording. Deimler stated as the project moves forward decisions may need to be authorized on fairly short notice and requested one of the Supervisors be named as primary contact. On a motion by Willig/Dearolf, the Board unanimously voted to appoint Weaver as the primary contact. Weaver commended Deimler on all of his efforts in bringing the agreements together and the other Supervisors added their appreciation.

At approximately 8:55, a hearing was held for proposed Ordinance #91 amending Ordinance #34 to set the speed limit on Sides Mill Road at 35 mph. On a motion by Willig/Weaver, the Board voted unanimously to close the hearing and adopt Ordinance #91 as presented.

At approximately 9:15, sealed bids for the 2015 road projects were opened in the following order:

Stone:

Allan Myers	2A-9.25	3A-9.50	8A-11.50	Rap-14.25
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Sealcoat:

Martin Paving	\$1.115/sy
Hammaker	\$1.48/sy
AMS	\$1.40/sy
Asphalt Industries	\$1.10/sy

Asphalt:

Picked Up:	9.5 mm	Delivered:	9.5 mm
Penny	59.28		65.26
Allan Myers	55.00		63.42

On a motion by Weaver/Willig, the Board voted unanimously to award the stone bid to Allan Myers and the sealcoat bid to Asphalt Industries as read. Awarding the asphalt bid was tabled until the May 18, 2015 meeting at 1:00 p.m. to review actual cost of pickup and locations.

On a motion by Willig/Weaver, the Board voted unanimously to approve the holding tank agreement prepared by the Township Solicitor and submitted by Abner F. King, 116 S. Ronks Road.

On a motion by Willig/Weaver, the Board voted unanimously to approve the Memorandum of Understanding for Emanuel Glick, 10 Reservoir Road.

On a motion by Dearolf/Weaver, the Board voted unanimously to ratify and affirm awarding the disc golf mowing contract to Mark Harnish with the low bid of \$120.00 per mowing.

The Twin Elm Road bridge replacement must be designed by a professional and the Township has received a \$27,900.00 proposal from Rettew Associates for the design and bid portions of the project. Construction is estimated at \$100,000.00. On a motion by Dearolf/Willig, the Board unanimously voted to approve the Rettew proposal.

Administrator's Report:

- The Little Beaver Bridge replacement was delayed for several weeks due to an issue with the Fish and Boat Commission and PPL. An additional \$6,000.00 will be needed to repair cracks in the superstructure which were worse than expected. It is expected to reopen in mid-June
- The Roadmaster was directed to repair the F250 pickup truck
- The applications for next week's zoning hearing board were reviewed.

The secretary relayed a request to add an additional tenant for the 1323 Beaver Valley Pike property. In lieu of adding a name to the lease, the Board approved changing the number of permitted tenants.

The secretary is gathering quotes for repainting the outbuildings at the Park property.

The Zoning Officer reports nine permits issued with receipts in the amount of \$1,436.10

The Sewage Enforcement Officer reports three probe tests performed and three permits issued with receipts in the amount of \$1,250.00

There being no further business before the Board, the Supervisors adjourned at 10:20 p.m.

Judith G. Willig  
Township Secretary



May 18, 2015

The Strasburg Township Board of Supervisors held their regular meeting on Monday, May 18, 2015, at 1:00 p.m. at the Strasburg Township Municipal Building, 400 Bunker Hill Road. Present were Michael Weaver and Thomas Willig; Administrator Mark Deimler.

Guests: Adrienne Vicari, Bruce Hulshizer, Tom Whitehill, Kathy Rubincam

On a motion by Weaver/Willig, the Board unanimously voted to adopt the minutes of 5/6/15 as submitted.

On a motion by Willig/Weaver, the Board unanimously voted to approve bill listings for payment: General Fund checks #20365-20371 in the amount of \$23,020.16; payroll and taxes in the amount of \$5,883.57

Public comment was invited. There was none.

Hulshizer and Vicari of HRG and Whitehill of Whitehill Consulting were present to provide information pertaining to the bids for the proposed Refton wastewater treatment facility (WWTF).

- Whitehill expressed confidence that a minimum of \$100,000 could be saved by the slight redesign and subsequent rebid of the construction portion of the project.
- The costs to rebid are approximately \$10,000-\$12,000 which includes the redesign, additional engineering, PennVEST resubmission for additional funding and advertising.
- Hulshizer and Vicari mentioned a program offered by PennVEST to assist homeowners with the tapping, lateral connection and tank decommission costs which is much simpler to apply for and has a broader availability than the USDA program.
- They also stated a fair level of confidence PennVEST will extend the deadline for loan closing.
- A public meeting in spring 2015 is proposed.

On a motion by Willig/Weaver, the Board voted unanimously to reject General Contract #14-2 for the construction of the WWTF, rebid that portion of the project and authorize HRG to make adjustments as necessary to the bid documents.

The Board directed Deimler to look into stormwater management adjustments for the project.

On a motion by Weaver/Willig, the Board voted unanimously to award the asphalt picked up bid to Pennsy Supply due to the closer location of the pick-up site.

On a motion by Weaver/Willig, the Board voted unanimously to approve the Letter of Credit submitted by Emanuel Glick for 10 Reservoir Road.

On a motion by Weaver/Willig, the Board voted unanimously to approve releasing Letter of Credit No. 40800001 in the amount of \$25,000 for work satisfactorily completed by Bunker Hill Associates for the Glenwood Drive development.

On a motion by Weaver/Willig, the Board voted unanimously to approve adding the treasurer as a contact for the Township credit card.

There being no further business before the Board, the Supervisors adjourned at 2:20 p.m.

Judith G. Willig  
Township Secretary

June 1, 2015

The Strasburg Township Board of Supervisors held their regular meeting on Monday, June 1, 2015, at 7:30 p.m. at the Strasburg Township Municipal Building, 400 Bunker Hill Road. Present were Peggy Dearolf, Michael Weaver and Thomas Willig; Administrator Mark Deimler.

Guests: John Rintz, Kathy Rubincam, Wilmer Smoker, Jonathan and Ashley Kliewer, Steve Gergely, Joseph and Barbara Neustadter, Fran and Allen Gruver, Sandy Kime, Ron Bailey, Jeffery Bliemeister, Deborah Reddig, Al Giannantonio, Donna Walker.

On a motion by Weaver/Willig, the Board unanimously voted to adopt the minutes of 5/18/15 as submitted.

On a motion by Dearolf/Weaver, the Board unanimously voted to approve bill listings for payment: Taxes and payroll in the amount of \$5,279.65; General Fund checks #20372-20413 in the amount of \$95,493.52; Liquid Fuels Fund checks #1746-1748 in the amount of \$2,136.57.

Public comment was invited. There was none.

At approximately 7:40, a conditional use hearing was held for application CU 2015-2 of Jonathan and Ashley Kliewer for a property located at 156 Sides Mill Road. (See decision)

At approximately 8:15, the regular meeting resumed.

On a motion by Weaver/Dearolf, the Board voted unanimously to grant the storm water management plan submitted for 156 Sides Mill Road subject to satisfaction of the Solanco Engineering Associates letter dated May 26, 2015.

Weaver made a statement that the Board has a responsibility to protect the Township land, environment and citizens but does not wish to put impediments in place to hinder resident's ability to use their properties. He went on to state that every effort was made to make an informed and swift decision for the Kliewer's to enable them to move forward as soon as possible with the construction of their new home. Willig thanked the Kliewer's and the neighboring property owners for working with the Township and Deimler to arrive at a mutually satisfactory outcome to a challenging application. The Kliewer's expressed their gratitude to the Board.

Ron Bailey appeared to give an update on the proposed roundhouse for the Railroad Museum of PA site and to introduce Jeffery Bliemeister the new director for the Museum. Construction will likely begin in the fall of 2015 after all permits and approvals have been obtained from the State. Bliemeister requested the

Board consider approving a request to hold an "Ales and Rails" fundraiser at the Museum in April 2016. The Museum will be seeking a special occasion liquor license from the PLCB which will require Township approval. The Board asked Bliemeister to submit a written request for their consideration.

Kime appeared to request an extension of time by Hartman Bridge LLC for the proposed mixed use development at 307 Hartman Bridge Road. On a motion by Weaver/Willig, the request was tabled until the July 6, 2015, meeting to give Kime opportunity to discuss proposed conditions with his clients.

On a motion by Willig/Dearolf, the Board voted unanimously to approve a reduction of Letter of Credit D006654 of Custom Home Group for a property located at 975 Miller Road to a retained balance of \$11,796.20.

On a motion by Willig/Dearolf, the Board voted unanimously to approve the sidewalk deferral request of Bernie Tulino for a property located at 247 Gap Road.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve the storm water management agreement submitted by the Malone Family Land Preservation Trust for a property located at 10 Reservoir Road.

Administrators report:

- The Little Beaver Bridge construction should be completed by the end of June
- The Twin Elm Bridge project should be ready to put out to bid by mid-summer with a fall construction time frame proposed
- The Refton WWTP construction rebid is ready for publication. Bids will be opened July 1, 2015

On a motion by Dearolf/Weaver, the Board voted unanimously to approve providing a letter of guarantee to Marco Equipment that the additional \$50,000.00 in allocated funds for the Refton Community Fire Company's new truck will be available for disbursement in August 2015.

The Zoning Officer reports fourteen (14) permits issued with receipts in the amount of \$2,458.83

The Sewage Enforcement Officer reports three (3) inspections and probe tests performed and two (2) permits issued with receipts in the amount of \$650.00

There being no further business before the Board, the Supervisors adjourned at 9:00 p.m.

Judith G. Willig  
Township Secretary

June 26, 2015

The Strasburg Township Board of Supervisors held a special meeting on Monday, June 26, 2015, at 2:00 p.m. at the Strasburg Township Municipal Building, 400 Bunker Hill Road. Present were Peggy Dearolf, Michael Weaver and Thomas Willig.

Guests:

Public comment was invited. There was none.

On a motion by Dearolf/Weaver, the Board voted unanimously to adopt Resolution 2015-4 pertaining to additional PennVEST funding for the Refton Sewer Project

On a motion by Weaver/Dearolf, the Board voted unanimously to approve providing a letter of support to the Lancaster Farmland Trust seeking a grant

There being no further business before the Board, the Supervisors adjourned at 2:15 p.m.

Judith G. Willig  
Township Secretary

July 6, 2015

The Strasburg Township Board of Supervisors held their regular meeting on Monday, July 6, 2015, at 7:30 p.m. at the Strasburg Township Municipal Building, 400 Bunker Hill Road. Present were Peggy Dearolf, Michael Weaver and Thomas Willig; Administrator Mark Deimler.

Guests: John Rintz, Sandy Kime, Greg Hill, Jeffrey Bliemeister, Deb Reddig, Allen and Fran Gruver, Donna Walker.

On a motion by Willig/Weaver, the Board unanimously voted to adopt the minutes of 6/1 and 6/26/15 as amended.

Public comment was invited. There was none.

On a motion by Dearolf/Weaver, the Board unanimously voted to approve bill listings for payment: Payroll and taxes in the amount of \$13,165.90; General Fund checks #20414-20465 in the amount of \$101,507.25; Liquid Fuel checks #1749-1751 in the amount of \$9,201.06; Escrow Account check #1003 in the amount of \$370.00.

On a motion by Willig/Dearolf, the Board voted unanimously to approve the Treasurer's report as submitted.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve advertising Ordinance #92 pertaining to On-Lot Disposal Systems (OLDS)

On a motion by Willig/Dearolf, the Board voted unanimously to award the construction of the Refton Waste Water Treatment Facility (WWTF) to the low bidder Dessco on condition all required bid documents are properly submitted.

On a motion by Willig/Dearolf, the Board unanimously voted to provide a letter of support to the Railroad Museum of PA to apply for a special liquor license for a fundraiser scheduled for April 16, 2016.

On a motion by Willig/Weaver, the Board voted unanimously to approve advertisement of a debt ordinance pertaining to the Refton WWTF funding through PennVEST once the Township Solicitor has had the opportunity to obtain the necessary information and draft one.

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt a storm water management agreement for 156 Sides Mill Road

On a motion by Weaver/Willig, the Board voted unanimously to approve the secretary sign the final plans for 156 Sides Mill Road.

On a motion by Willig/Dearolf, the Board voted unanimously to adopt a Memorandum of Understanding with Paradise Township pertaining to the maintenance of Paradise Lane.

Kime and Hill represented Hartman Bridge LLC's request for a modification of deadlines associated with the conditional use decision dated April 6, 2016. On a motion by Willig/Weaver, the Board voted unanimously to extend the construction completion requirements as follows:

- Obtain building permit for first commercial building (Building E or F) by June 1, 2018 and complete construction by June 1, 2019
- Obtain building permit for first residential building (Building B, C, or D) by June 1, 2019 and complete construction by June 1, 2020
- Obtain building permit for second commercial building (remaining E or F) by March 1, 2020 and complete construction by March 1, 2021
- Obtain building permit for second residential building ( one of remaining B,C or D) by March 1, 2021 and complete construction by March 1, 2022
- Obtain building permit for third residential building ( remaining B,C, or D) by March 1 2022 and complete construction by March 1, 2023
- Obtain building permit for Building A by December 31, 2018 and complete construction by December 31, 2019
- Obtain building permit for Building G by December 31, 2021 and complete construction by December 31, 2022
- Hartman Bridge LLC agrees to rescind two sets of plans previously submitted to LCPC once unconditional approval of the current preliminary plan is granted and prior to any construction

Willig and Weaver both made statements the Township has been extremely cooperative with the developer's as this project has evolved; amending the Gateway North zone to accommodate mixed use as one example. The Board weighed many factors and felt the current plan was in the best interest of the Township and feel strongly the two sets of plans previously submitted to and approved by LCPC must be withdrawn as soon as possible.

The Board accepted the time extension for 65 Prospect Road

The Board agreed to waive the application fee for temporary signs requested by the Strasburg Community Park Foundation's fundraiser scheduled for August.

Administrator's Report:

- The design for the Twin Elm bridge is nearing completion and construction will be in 2016.
- The Little Beaver Bridge should be completed and open by the second week of August.

The secretary relayed a request to use the Township Park for a wedding in October 2015. After discussion, the Board was not averse to the request and

directed Deimler to draft policies and procedures, fee schedule, etc. and forward for review.

The secretary relayed a complaint about illegal burning received at the office and the resident's request on how to make a report that would be responded to in a timely manner. The Board directed Deimler and the secretary to reach out to Chief Echternach and inquire as to response costs and willingness to enforce. Deimler stated residents may call his office during normal business hours and one of his staff would investigate.

The Gruver's asked for an update on the Refton sewer project timeline. A public meeting will be held in the next month or two and notices will be sent to all property owners advising them of the place and time.

Zoning Officer's Report: Nineteen (19) permits issued with receipts in the amount of \$3,376.66

Sewage Enforcement Officer's Report: One (1) probe test and one (1) inspection performed and two (2) permits issued with receipts in the amount of \$600.00

There being no further business before the Board, the Supervisors adjourned at 9:25 p.m.

Judith G. Willig  
Township Secretary



August 3, 2015

The Strasburg Township Board of Supervisors held their regular meeting on Monday, August 3, 2015, at 7:30 p.m. at the Strasburg Township Municipal Building, 400 Bunker Hill Road. Present were Peggy Dearolf, Michael Weaver and Thomas Willig; Administrator Mark Deimler.

Guests: John Rintz, Wayne Manley, Chris Lehoe, Sgt. Robert Jones, Steve Gergely, David Bollinger, Donna Walker.

On a motion by Weaver/Dearolf, the Board unanimously voted to adopt the minutes of 7/6/15 as submitted.

On a motion by Dearolf/Weaver, the Board unanimously voted to approve bill listings for payment: Payroll and taxes in the amount of \$11,223.38; General Fund checks #20466-20505 in the amount of \$95,354.61 and Liquid Fuels checks #1752-1753 in the amount of \$92,480.52.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve the Treasurer's report as submitted.

Public comment was invited. Sgt. Jones of the PA State Police presented a semi-annual report. Manley requested Township approval to use Township roads for the third annual "Kat's 5K" to be held on May 7, 2016. On a motion by Dearolf/Weaver, the Board voted unanimously to approve the request.

On a motion by Willig/Weaver, the Board voted unanimously to grant the request by Gergely and Bollinger for approval of the storm water management plan and modifications for 130 Sides Mill Road subject to Solanco Engineering's letter dated 7/21/15.

On a motion by Willig/Dearolf, the Board voted unanimously to approve reducing the Letter of Credit for 975 Miller Road, Custom Home Group in accordance with the Solanco Engineering letter dated 7/21/15.

The Board selected Monday, September 14, 2015 at 7:00 p.m. at the Refton Community Fire Company for a public meeting to inform affected residents on the progress and funding of the Refton Sanitary Sewer project.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve utilizing Sharon Roth of Drumore Township at \$25.00 per hour to assist the secretary set up software for the management of the mandatory on-lot disposal system (OLDS) pumping requirement of the Act 537 Plan.

The proposed Township Park rules and regulations were reviewed in consideration of a request to hold a wedding and reception at the Park. Rental

fees of \$500.00 for Township residents and \$750.00 for non-Township residents with a \$3,000.00 refundable damage deposit were set.

A Zoning Hearing Board application was reviewed.

At approximately 9:45 p.m., a hearing was held for proposed Ordinance #92 pertaining to the administration of OLDS was held. On a motion by Willig/Dearoll the Board unanimously voted to adopt the ordinance as amended.

**Administrator's Report:**

- The Little Beaver Bridge repairs should be completed by the third week in August
- The Twin Elm Bridge will be ready to approve for bidding by the September 2, 2015 Board meeting with construction in 2016
- Advised the Board to begin work on the 2016 budget at the September meeting

The Zoning Officer reports 17 permits issued with receipts in the amount of \$4,062.10

The Sewage Enforcement Officer reports no activity in July

There being no further business before the Board, the Supervisors adjourned at 10:15 p.m.

Judith G. Willig  
Township Secretary

August 17, 2015

The Strasburg Township Board of Supervisors held their regular meeting on Monday, August 17, 2015, at 1:00 p.m. at the Strasburg Township Municipal Building, 400 Bunker Hill Road. Present were Peggy Dearolf and Thomas Willig; Administrator Mark Deimler; Solicitor Josele Cleary

Guests: Adrienne Vicari, Gwen Newell, Mark Johnson, Matt Neff, Donna Walker.

On a motion by Dearolf/Willig, the Board unanimously voted to adopt the minutes of August 3, 2015 as submitted.

On a motion by Willig/Dearolf, the Board unanimously voted to approve bill listings for payment: General Fund checks #20506-20509 in the amount of \$508.50

Public comment was invited. Gwen Newell introduced herself as the Township's new community planner.

On a motion by Willig/Dearolf, the Board unanimously voted to approve the storm water management plan for 323 North Star Road contingent on the proper submission of a storm water management agreement and financial security.

On a motion by Willig/Dearolf, the Board voted unanimously to accept the funding offer from PennVEST for the Refton Waste Water Treatment Facility (WWTF) and authorize Deimler to digitally sign any documents.

On a motion by Willig/Dearolf, the Board voted unanimously to award the construction contracts for the WWTF contingent upon receipt of acceptable bond documents.

On a motion by Willig/Dearolf, the Board voted unanimously to accept a verbal proposal from Hanover Engineering to draft a subdivision and land development ordinance for the Township not to exceed \$8,000.00 contingent on its submission in a form acceptable to Deimler.

On a motion by Willig/Dearolf, the Board voted unanimously to authorize Deimler to testify on behalf of the Township in a civil action against Larry Eugene Reinhart, 120 Main Street, Refton.

There being no further business before the Board, the Supervisors adjourned at 2:45 p.m.

Judith G. Willig  
Township Secretary

September 8, 2015

The Strasburg Township Board of Supervisors held their regular meeting on Tuesday, September 8, 2015, at 7:30 p.m. at the Strasburg Township Municipal Building, 400 Bunker Hill Road.

**Present at the meeting were:** Board of Supervisors: C. Michael Weaver, Vice Chairman and Peggy Dearolf, Supervisor

**Others present:** Connie Kauffman- Assistant Twp. Secretary, Mark Deimler -Twp. Engineer/ Zoning Officer/ Administrator, Jason Hess - Twp. Solicitor, Donna Walker - LNP, Elam Stoltzfus - resident

**MINUTES OF PREVIOUS MEETING:** Supervisor Weaver tabled the approval of the minutes from August 17, 2015 since he was not present at that meeting and there would not be a quorum tonight.

**PUBLIC COMMENTS:** none

**NEW BUSINESS:**

Supervisor Weaver said the Township Secretary is not present tonight and sought a motion to appoint Connie Kauffman as Assistant Secretary for this evening's meeting. Supervisor Dearolf moved in agreement and Supervisor Weaver seconded the motion. All voted in favor, none opposed.

Supervisor Weaver sought a motion to adopt Resolution 2015-05 to amend the 2015 Liquid Fuels Budget to reallocate money and make clarifications to that Budget. Supervisor Dearolf moved in agreement to adopt Resolution 2015-05. Supervisor Weaver seconded the motion. All voted in favor, none opposed.

**TREASURERS REPORT:** Supervisor Weaver moved that the Treasurer's Report be approved dated September 8, 2015 (printed September 3, 2015). Supervisor Dearolf seconded the motion. All voted in favor, none opposed.

Supervisor Weaver sought a motion to approve the bills and listing of payments: payroll checks and taxes in the amount of \$10,909.89, General Fund checks in the amount of \$87,140.48, Liquid Fuel check in the amount of \$59,000.00, and Escrow Fund check in the amount of \$50,876.50. Supervisor Dearolf moved in agreement and Supervisor Weaver seconded the motion. All voted in favor, none opposed.

**PENNVEST FUNDING FOR REFTON SEWER SYSTEM:**

Jason Hess was introduced as the Township Solicitor to provide guidance through the Refton Sewer Project agenda items. Mr. Hess clarified the documents are necessary in obtaining the PennVest loan.

Supervisor Weaver moved that the Chairman of the Board of Supervisors and the Township Secretary or other Township Official, if applicable, be authorized to execute the Borrowing Base Certificate and Debt Statement required by the Local Government Unit Debt Act for the Township to accept and proceed with the Pennsylvania Infrastructure Investment Authority funding offer. Supervisor Dearolf seconded the motion. All voted in favor, none opposed.

**PUBLIC HEARING: ORDINANCE for SEWER SYSTEM DEBT**

Notice has been properly advertised

Public Comment on proposed ordinance: none

Supervisor Weaver moved that the Board of Supervisors enact Ordinance No. 93 authorizing the Township to incur non-electoral debt by issuing a Guaranteed Revenue Note in the maximum

principal amount of \$1,820,997.00 for purposes of constructing a sanitary sewer collection, conveyance, and treatment facility to provide public sewer service to the Village of Refton. Supervisor Dearolf seconded the motion. Mr. Deimler clarified that the amount is to be paid back as a thirty-year (30-year) loan at one percent (1%) interest. Mr. Hess said there is an amortization schedule attached to the ordinance. Mr. Deimler said the township pays interest only during the construction of the project and there is no prepayment penalty. All voted in favor; none opposed.  
**Hearing closed**

On a motion by Weaver/Dearolf, the Board voted unanimously the Township Solicitor be authorized to advertise consideration for enactment of the proposed ordinance governing sewer rates, tapping fees, and other charges for the Refton Sewer System for the October 5, 2015 meeting of the Board of Supervisors.

On a motion by Weaver/Dearolf, the Board voted unanimously to accept the supplemental representation letter of the Township Solicitor setting forth the separate billing of costs associated with the Refton Sewer Project as required by the Pennsylvania Infrastructure Investment Authority.

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt Resolution No. 2015-06 amending the 2015 budget to establish a sewer fund and authorizing a supplemental appropriation in accordance with the requirements of Section 3202 of the Second Class Township Code. Mr. Deimler asked for some corrections to be made to two expense accounts on the resolution. Supervisor Weaver amended his motion to adopt the resolution with the corrections.

On a motion by Dearolf/Weaver, the Board voted unanimously to reduce the money for the Meck's Produce project (from \$55,194.00 to a new amount of \$4,317.50).

On a motion by Dearolf/Weaver, the Board voted unanimously to approve the 2016 Pension Minimum Municipal Obligation.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve a request from Ragnar Relay for a foot race on May 13, 2016. Supervisor Dearolf expressed concerns about approving the request so far in advance. After discussion, Mr. Deimler concluded the route would not impact any Strasburg Township roads.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve the (246 Little Beaver Road, Christian Stoltzfus) ECHO Housing Agreement.

On a motion by Dearolf/Weaver, the Board voted unanimously to accept the letter of credit (#10015491599 to Guarantee Completion of Improvements for the plan of North Star Partners Project #ST-SWM-2015-7).

Mr. Deimler said that the township received plans from PennDOT to replace a culvert on Beaver Valley Pike and no action is required on the part of the board.

**ADDED ITEM:**

The Assistant Secretary informed the board that she received a phone request after the agenda was prepared and asked the Supervisors to move the request onto the agenda. The request is to use the township parking lot as a rest stop for a charity bike ride on September 19, 2015. Supervisor Dearolf moved to amend the agenda to add the approval for letting the bike people use the parking lot. Having no objections, Supervisor Weaver moved to authorize the use of the township parking lot on September 19, 2015 for this charity bike ride. Supervisor Dearolf seconded the motion. All voted in favor, none opposed.

**DEPARTMENTAL REPORTS:**

10/5/15 7:11 PM

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**Zoning Hearing Board:**

- Meck's Produce Sign Variance – Mr. Deimler said they need a variance to allow for a second sign on the rooftop of the property.
- McVey Property Floodplain Variances – The property is under agreement pending Zoning Hearing Board approval for floodplain variances in order to fix up the property. Supervisor Weaver would like to revisit this item when the Chairman is present at the next meeting.
- 65 Prospect Road second driveway request – Mr. Deimler explained the reasons for the request and said it is a requirement of the township Driveway Ordinance for the board to authorize it. Supervisor Dearolf moved to permit the second driveway on Prospect Road for Mr. Stoltzfus. Supervisor Weaver seconded the motion and made note that it is for reasons of safety. All voted in favor, none opposed.
- Abner King Violation of Zoning Condition related to Time to Complete – Mr. Deimler said Abner King is being fined for a driveway issue and will more than likely go back to the Zoning Hearing Board for a condition that cannot be met.

**Administrator's Report:**

- Authorization to advertise Twin Elm Bridge construction – Mr. Deimler explained that all of the permits are in place and we could advertise to bid. Revisit this item in October.
- Little Beaver Road update – Mr. Deimler said there were delays due to the Fish and Boat Commission and flooding and the bridge should be opened by September 15, 2015.
- 2016 budget update – Mr. Deimler said the Treasurer is trying to organize the 2016 budget and will have a draft budget to present at the October meeting.

**Sewage Enforcement Officer** – Four (4) inspections and two (2) probes tests performed and two (2) permits issued with receipts in the amount of \$700.00.

**Zoning Officer Report** – Eleven (12) permits issued with receipts in the amount of \$2,782.26.

**MEETING ADJOURNED** at 8:58 p.m.

Respectfully submitted,

Connie Kauffman, Assistant Secretary

September 14, 2015

The Strasburg Township Board of Supervisors held a special meeting on Monday, September 14, 2015, at 7:00 p.m. at the Refton Community Fire Company, 99 Church Street, Refton. Present were Supervisors Peggy Dearolf, Michael Weaver and Thomas Willig; Administrator Mark Deimler; Solicitor Jason Hess; HRG Consultant Adrienne Vicari.

Guests: Landis & Julie Hersh, Dale Winters, Randy & Kim Harnish, Adolph Frey, Darlene Greist, Solomon & Kim Yoder, Daniel Landis, Mike & Anna Kuhns, John Z. King, John Harnish, Melissa & Kevin Kelly, William Mellinger, Gladys Bert, F. John Pugliese, Curtis Wiggins, Karl & Dianne Cox, Chris & Chris Peterson, Timothy & Robin Wilson, Shawn Bortzfield, Lloyd & Lois Mellinger, Shirley Shank, John Eichelberger, Jr., Allen & Fran Gruver, Richard Leo, Christ B. & Marion Riehl, Jacob Thompson, Ronald Rinier, Kameron & Deirdre Dunn, Betty Paes, Ronald Brackbill, Evan & Tiffany Raeburn, Jim Cole, Geraldine Reed, Harry Wade, Cathy Welk, Joseph Steckler, Jr., Duane Mark, Ray Peters, Richard Lefever, Alan Eshleman.

Willig introduced the panel: Deimler, Hess and Vicari

Deimler commented the project was bid in three parts – the conveyance system, waste water treatment plant (WWTP) and electrical system. The WWTP portion was rebid to seek a lower quote. A modest savings was achieved. The closing for the funding is scheduled for November 11<sup>th</sup>. In early November, the contractor will contact each property owner for final grinder pump placement. Deimler recommended each property owner have a preliminary discussion with the owner's plumber of choice to get the best placement at the lowest cost. It will take approximately nine (9) months to complete the project.

Vicari gave an overview of the actual construction process and provided handouts showing the appearance of the mechanics. There will be a one-time connection fee of \$3500.00 due approximately August 2016. Each property owner will be responsible for the electrical connection, decommissioning their existing on-lot disposal system (OLDS), and physical connection to the conveyance system. There will be a monthly user fee of \$119.00 per equivalent disposal unit (EDU) and an estimated \$1.00-2.00 per month increase in the owner's electric bill. There is funding assistance for the connection fee, cost of connecting to the conveyance system and decommissioning their OLDS in the form of a 20 year loan at 1.75% through PennVEST. There is no assistance with the monthly user fee. Approximately 60-90 days before the need to connect to the system, there will be another public meeting with representatives from PennVEST present to explain the program.

Vicari stressed the monthly fee is based on residents paying their fees in a timely manner. If the delinquency rate is too high, that fee will be increased to cover the difference.

Willig asked if pump failures were built into the construction plan and price. Vicari responded there will be additional pumps and cores available as replacements as part of the project. Deimler noted approximately \$100,000.00 of the monies collected as connection fees will go into a maintenance fund for the system. The remainder of those monies will be put toward the principal of the loan from PennVest. Willig commented to keep the maintenance cost down owners must use their grinder pumps as instructed to reduce damage.

Hess commented all agreements have been signed and recorded. He thanked the residents for their cooperation.

A question and answer session was held:

John Harnish - Do the pumps would have a shutoff in case of clog? There is a shutoff and an alarm on the exterior of the house to alert the Township there is a problem. There is also a check valve in the pump to prevent backup.

Kameron Dunn - Does the owner pay for a damaged pump? If the damage was caused by misuse, yes.

Ron Rinier - What is the expected repair response for a failure? The Township will have a contract with a service agency to be on call 24/7, but there is a reserve capacity of approximately 50 gallons in the system.

Alan Eshleman - How long will the monthly user fee be in place? The loan is for 30 years and there will be continuing maintenance and operation costs. A fee will be in place for the foreseeable future.

Betty Paes - Why is the final cost so much higher than first projected and the number of connections lower? The WWTP came in 50% over the estimate. There are 81 connections and 91 EDU's. Some properties were removed from the original list due to planning and cost considerations.

Ron Rinier - How was this project considered affordable to the property owners? DEP did not consider the monthly fees to be excessive and were pushing for this project to move forward.

Evan Raeburn - Will there be an inspection fee for the hookup? Those costs are built into the connection fee.



Vicari stressed the monthly fee is based on a certain manner. If the delin-

Daniel Landis - Is water quality guaranteed to improve? There can be no guarantee, but it can only improve.

Allen and Fran Gruver - Will there be accountability for the allocation and use of the monies received? There will be a separate budget which will be subject to annual audit and all information will be available for review as a matter of public record.

Betty Paes - Can additional properties from nearby communities be added to reduce the overall cost? The Board is committed to farmland preservation and do not want to encourage development. Other nearby dwellings were deemed ineligible as the cost to connect them outweighed the benefit.

Allen Gruver - Will the fees be billed quarterly? That is the plan as of now.

Darlene Griest - Will there be a list of contractors from which to choose? Each property owner may use whomever they wish.

John Eichelberger - What will be the penalty for delinquent accounts? The Township can authorize the solicitor to institute an enforcement action with potential of a lien being placed on the property. A 10% delinquency rate is built into the \$119.00 user fee. A higher delinquency rate will result in a higher user fee in the future.

Jacob Thompson - What is the lifespan of the grinder pumps and why is the projected maintenance reserve \$100,000.00? There is no reserve fund money built into the \$119.00 monthly fee. The system and pumps will have a warranty. If it appears the reserve is more than needed after several years and the system is financially sound, the Township may elect to lower the user rate. The Township insurance policy will cover any true catastrophe.

Weaver stated the project was mandated by the State and the Township had no recourse. It has not been well received by anyone, including him, and there is a lot of compassion for the residents of Refton. The Township held off as long as possible in order to protect the citizens, but there is no more tolerance from DEP. DEP is also looking at another area of the Township for the same reasons.

Willig stated he did fight the project asking how the Township and the affected residents could afford it. DEP replied affordability was not their concern.

Vicari stated the determination was arrived at by the results of the OLDS and well water test surveys. A failure rate of 25% requires construction of a physical treatment plant. Refton's rates were over 50%.

Public comment was invited for items not on the agenda. There was none.

There being no further business before the Board, the Supervisors adjourned at 8:10 p.m.

Judith G. Willig  
Township Secretary

December 7, 2015

The Strasburg Township Board of Supervisors held their regular meeting on Monday, December 7, 2015, at 7:30 p.m. at the Strasburg Township Municipal Building, 400 Bunker Hill Road. Present were Peggy Dearolf, Michael Weaver and Thomas Willig; Administrator Mark Deimler; Treasurer Connie Kauffman.

Guests: John Rintz, Sandy Kime, Cpl. Kennedy, Allen and Fran Gruver.

Public comment was invited. Corporal Kennedy of the PA State Police presented a year-to-date incident report.

On a motion by Dearolf/Weaver, the Board unanimously voted to adopt the minutes of November 2, 2015 as submitted.

On a motion by Dearolf/Weaver, the Board unanimously voted to approve bill listings for payment: Payroll and taxes in the amount of \$9,519.55; General Fund checks #20631-20663 in the amount of \$70,365.67

On a motion by Weaver/Dearolf, the Board unanimously voted to approve the Treasurer's report as submitted. Deimler commented there are fee in lieu of open space funds in the Park and Recreation fund which will need to be disbursed in 2016.

The draft 2016 budget was reviewed. Willig recommended utilizing a 2% wage increase for budgetary purposes, but that will be finalized at the January 4, 2016 reorganization meeting. On a motion by Willig/Weaver, the Board voted unanimously to adopt the proposed 2016 budget for public review and comment. It will be posted at the Township Building and on the Township website. It will be formally adopted at a special meeting at 1:00 p.m. on December 28, 2015 at the Township Building.

On a motion by Weaver/Willig, the Board voted unanimously to adopt Resolution 2015-10 designating Fulton Bank as an additional depository. Weaver commented is an economically wise move.

On a motion by Dearolf/Willig, the Board voted unanimously to adopt Resolution 2015-8 authorizing the Administrator to submit an application for traffic signal approval to PADOT on behalf of the Hartman Bridge Village project.

On a motion by Dearolf/Willig, the Board voted unanimously to adopt Resolution 2015-9 accepting a portion of Tinsmith Lane and Precision Avenue as part of the Township's road system.

On a motion by Dearolf/Weaver, the Board voted unanimously authorizing the Chairman to sign and execute a deed of dedication for the Trails at Strasburg rights of way.

On a motion by Willig/Dearolf, the Board voted unanimously to approve the Hartman Bridge Village stormwater management plan and requested waivers and authorize the Township Secretary to sign all related documents to such approval on the following conditions:

1. The payment of all outstanding invoices relating to review and approval of the stormwater plan and subdivision/land development plan.
2. Compliance with all remaining stormwater management comments in the Solanco Engineering Associates review letter dated 11/10/15.

On a motion by Willig/Weaver the Board voted unanimously to authorize the Township Solicitor to draft an agreement transferring ownership and maintenance of stormwater improvements from the Township to the developer of Hartman Bridge Village - Hartman Bridge, LLC.

On a motion by Weaver/Dearolf, the Board voted unanimously to ratify and affirm the Secretary signing documents necessary for the purchase of a 2016 Ford F250 truck.

Rettew Associates provided a new proposal for reengineering the Twin Elm Road bridge to utilize an aluminum culvert. Deimler gave a background of the project to date. Dearolf asked why Rettew had not suggested the aluminum structure to begin with. Deimler responded the higher estimate caught everyone by surprise. Weaver stated future projects should include all options available. Fran Gruver asked if the proposed traffic study had been performed to apply for low-volume road grant money. Deimler responded it had and the results support going forward with the application in 2016.

HRG has requested \$2,500.00 in additional funds to cover work performed for the Refton waste water treatment plant in excess of their original proposal. The Board expressed frustration with the request and feel the additional money is not justified. Deimler was directed to negotiate for half the request.

On a motion by Willig/Weaver, the Board voted unanimously to authorize the Township Solicitor to draft a Floodplain Ordinance to satisfy a State requirement.

On a motion by Willig/Dearolf, the Board voted to authorize the Township Solicitor to draft an ordinance reducing the Planning Commission membership from seven to five due to vacancies and the difficulty of filling them. Weaver voted in opposition expressing disappointment there aren't enough Township residents willing to serve as part of their civic duty.

On a motion by Willig/Weaver, the Board voted unanimously to authorize the Township Solicitor to advertise proposed Ordinance #96 establishing rates,

charges and regulations for use of water and sewer within the Urban Growth Area adjoining the Borough of Strasburg. There will not be a Township administrative fee added initially. If after the first year administration becomes burdensome, a fee will be enacted at that time.

On a motion by Willig/Dearolf, the Board voted unanimously to authorize advertising sealed bids for repairs to the Township Building.

On a motion by Weaver/Dearolf, the Board voted unanimously to authorize the Chairman to sign a letter of engagement from Maher Duessel accounting firm to audit the Township accounts for a period of three years beginning with the 2015 year-end audit.

On a motion by Weaver/Dearolf, the Board voted unanimously to authorize the Chairman to sign the application for an irrevocable letter of credit for PADOT in the amount of \$83,000.00 pertaining to rights of way for the Refton Waste Water Treatment Plant.

On a motion by Willig/Weaver, the Board voted unanimously to acknowledge receipt of letters of extension from Elam Stoltzfoos, 65 Prospect Road; Wilmer Smoker, 235 Hartman Bridge Road; Christian King, 984 May Post Office Road.

On a motion by Willig/Weaver, the Board voted unanimously to approve a request to reimburse temporary sign fees from the Strasburg Heritage Foundation and to approve the waiver of future temporary sign permit fees for any non-profit organization.

Deimler briefed the Board on two applications for the Zoning Hearing Board. The Board had no comment on the lot add-on application of Barry Weaver. The Board supports denying the Henry K Stoltzfoos application for a dog kennel.

Deimler briefed the Board on a few administrative issues and received the following guidance:

- The Railroad Museum of PA intersection improvements should be put on hold for the time being. Wait and see what they come up with.
- Write a letter to PADOT requesting an assessment of possible safety improvements for the intersection of 896 and Paradise Lane following a request from a Township resident.
- Move an existing thermostat in the shop area to the south wall and replace with a programmable unit. Have the wall unit in the shop office evaluated and fitted with an independent control.
- Contact Chief Echternach and ask if the Borough Police are interested in sharing the purchase of a portable speed detecting device.
- On a motion by Willig/Dearolf, Deimler was authorized to advertise sealed bids for a Farm-All tractor, a ZTR mower, an air compressor, a roller and a 2004 Ford F250 pickup truck.

The Zoning Officer reports eighteen (18) permits issued with receipts in the amount of \$1,572.30

The Sewage Enforcement Officer reports one (1) inspection and three (3) probe tests performed with receipts in the amount of \$600.00

There being no further business before the Board, the Supervisors adjourned at 10:30 p.m.

Judith G. Willig  
Township Secretary

December 28, 2015

The Strasburg Township Board of Supervisors held their regular meeting on Monday, December 28, 2015, at 1:00 p.m. at the Strasburg Township Municipal Building, 400 Bunker Hill Road. Present were Peggy Dearolf, Michael Weaver and Thomas Willig; Administrator Mark Deimler.

Guests: Donna Walker, Isaac Thomas, Jonathan and Ashley Kliewer.

On a motion by Dearolf/Weaver, the Board unanimously voted to adopt the minutes of 12/7/15 as submitted.

Public comment was invited. There was none.

The proposed 2016 budget was reviewed. Willig stated any money to be allocated for Park projects will require Board approval. Weaver noted the fee in lieu of public space money from the Hartman Bridge Village project will be a welcome influx for the Park maintenance. On a motion by Dearolf/Weaver, the Board voted unanimously to adopt the 2016 budget as submitted.

The 2016 tax millage rate was discussed. Due to several large expenditures for bridge repair and replacement among others, the Township reserves are depleted and need to be bolstered. The benefit of annual small increases versus occasional large ones was discussed. Ashley Kliewer stated she can see both sides of the issue, but would rather see gradual increases. Willig and Weaver proposed setting a target reserve and stop increases once it is reached. On a motion by Willig/Dearolf, the Board voted unanimously to adopt Resolution 2015-11 increasing the tax rate from .00060 to .00070 mills.

On a motion by Willig/Weaver, the Board voted unanimously to adopt Resolution 2015-12 appropriating funds for the 2016 budget.

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt Resolution 2015-13 reappointing Gary Winters to the Zoning Hearing Board.

On a motion by Willig/Weaver, the Board voted unanimously to approve reducing Letter of Credit D006869 for 156 Sides Mill Road by \$18,714.00 retaining \$7,943.00.

Ashley Kliewer asked if modifications reducing the height of the water bars installed on their driveway at 156 Sides Mill Road could be made. Deimler responded it can be addressed in the spring of 2016.

On a motion by Willig/Dearolf, the Board voted unanimously to approve forwarding the proposed Township Subdivision and Land Development

Ordinance to the Lancaster County Planning Commission for their review and recommendations.

The proposed fee schedule for 2016 was reviewed with the following changes:

- On-lot management fees will be a one-time \$75.00 pumper registration fee and a one-time \$25.00 homeowner fee.
- Change pre-application meeting to “reimbursement of professional consultant fees”.

After discussion, the Board decided to keep the Planning Commission membership at seven (7).

The secretary was directed to add an executive session prior to the meeting on January 4, 2016 at 7:00 p.m. to discuss personnel matters.

At approximately 2:30 p.m., Willig left the meeting to go to work.

Isaac Thomas of Francis Hall Insurance appeared to present the 2016 property and liability insurance renewal. On a motion by Dearolf/Weaver, the Board voted unanimously to continue coverage.

There being no further business before the Board, the Supervisors adjourned at 3:30 p.m.

Judith G. Willig  
Township Secretary