

Strasburg Township Board of Supervisors
January 3, 2017
Agenda

7:30 Reorganization meeting:

1. Nomination for Chairman and motion to elect
2. Nomination for Vice-Chairman and motion to elect
3. Consider a motion to approve appointments and procedures (Items 3-7, see attachment)
4. Consider a motion to approve wages with the exception of the secretary
5. Consider a motion to approve secretary's wages
6. Consider a motion to set the treasurer's bond at \$1,000,000.00
7. Consider a motion to approve depositors and advertisers
8. Consider a motion to adopt Resolution 2017-01 establishing fees for 2017
9. Consider a motion to adopt Resolution 2017-02 appointing Maher Duessel as auditors

Regular meeting:

1. Public comment for items not on the agenda
2. Consider a motion to approve minutes of 12/5 and 12/27/2016
3. Consider a motion to approve bill listings and payments:
 - Payroll and taxes in the amount of \$13,478.99
 - General Fund checks #21239-21261 in the amount of \$21,235.32
 - Sewer Fund checks #147-150 in the amount of \$10,341.30.
4. Consider a motion to approve the Treasurer's report
5. YMCA update by Supervisor Weaver
6. Consider a motion to approve the \$33,112.13 Letter of Credit reduction request of David J. Fisher. The remaining balance will be \$9,402.80
7. Review fee in lieu of open space offer from Hartman Bridge LLC
8. Review the proposed employee policy manual update (time allowing)

Departmental reports:

Zoning Hearing Board:

1. 450 A Walnut Run Road, Michael Beiler, seeking a variance to operate a kennel
2. 20 Refton Road, Gib Armstrong, seeking a special exception to operate a wedding venue
3. 207 Georgetown Road, Strasburg Antiques, seeking a setback variance

Administrator's Report:

1. Refton Sewer update:
 - Jeffrey & Dana Shoemaker – 1344 Beaver Valley Pike
 - Samuel & Luz Aviles – 1346 Beaver Valley Pike
 - Timothy & Natalie Bronson - 23 Refton Road
 - Gene Crossen – 53 Refton Road
 - Helen Long – 27 Refton Road
 - Christopher & Lisa Smyth – 505 Breneman Road
 - Joseph Trynosky – 1501 Beaver Valley Pike
 - Nathanael & Karen Hedrick – 131 Main Street
 - Lloyd & Lois Mellinger – 1347 Beaver Valley Pike
 - Betty Paes – 121 Main Street
 - Larry Reinhart – 120 Main Street

Zoning Officer's Report: Fourteen (14) permits issued with receipts in the amount of \$2,105.50

Sewage Enforcement Officer's Report: Receipts in the amount of \$950.00

Adjourn

January 3, 2017

The Strasburg Township Board of Supervisors held their regular meeting on Monday, January 3, 2017, 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: Ron Rinier, Amanda Shaedler.

Prior to the regular meeting, the Board reorganized for 2017 by taking the following actions:

On a motion by Weaver/Dearolf, the Board voted to elect Willig as Chairman.

On a motion by Dearolf/Willig, the Board voted to elect Weaver as Vice-Chairman.

On a motion by Dearolf/Weaver, the Board voted unanimously to adopt the appointments and procedures listed on the attachment.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve wages for 2017, with the exception of the secretary.

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

On a motion by Dearolf/Weaver, the Board voted unanimously to set the treasurer's bond at \$1,000,000.00

On a motion by Dearolf/Weaver, the Board voted unanimously to appoint the depositories and advertisers

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt Resolution 2017-01 setting fees for 2017 with Appendix A amended per discussion.

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt Resolution 2017-02 appointing Maher Deussel as auditing firm for the 2016 fiscal year.

The regular meeting began at approximately 8:45 p.m.

Public comment was invited. Rinier asked about restricting the use of air brakes on Refton Road. The Board directed Deimler to investigate both Refton Road and Village Road for such a restriction.

On a motion by Dearolf/Weaver, the Board unanimously voted to adopt the minutes of December 5 and 27, 2016 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 \$13,478.99; General Fund checks #21239-21261 in the amount of \$21,235.32; Sewer Fund checks #147-150 in the amount of \$10,341.30.

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

Weaver updated the other members on a meeting held December 12, 2016 at the YMCA to discuss the proposed agreement amendments. On a motion by Willig/Dearolf, the Board voted unanimously to retain one seat on the Board. On a motion by Willig/Dearolf, the Board voted to waive the 10% discount currently offered to Township residents. Weaver opposed.

On a motion by Willig/Weaver, the Board voted unanimously to approve the \$33,112.13 Letter of Credit reduction request of David J. Fisher. The remaining balance will be \$9,402.80.

The fee in lieu of open space offer from Hartman Bridge LLC was discussed. The Board directed Deimler to respond the Township requires \$100,000.00 up front with the remaining to be paid in 20% increments over the next 5 years.

Deimler briefed the Board on January's Zoning Hearing Board applications.

Deimler briefed the Board on the outstanding connections to the Refton sewer:

1. 1344 Beaver Valley Pike – Jeffrey Shoemaker; 1346 Beaver Valley Pike – Samuel and Luz Aviles have both been served with mandatory connection papers by a constable. They have until February 13, 2017 and January 22, 2017, respectively to connect or face legal action.
2. 23 Refton Road – Timothy and Natalie Bronson; 53 Refton Road – Gene Crossen; 27 Refton Road – Helen Long; 505 Breneman Road – Christopher and Lisa Smyth; 1501 Beaver Valley Pike – Joseph Trynosky have all agreed to allow the Township to perform the connection and lien their properties until such time they can afford to pay off the lien. They also agreed they could afford to pay the \$119 monthly user fee in the meantime.
3. 131 Main Street – Nathanael and Karen Hedrick; 1347 Beaver Valley Pike - Lloyd and Lois Mellinger; 121 Main Street – Betty Paes; 120 Main Street – Larry Reinhart have all paid the connection fee, but have not made the connection.

On a motion by Willig/Weaver, the Board voted unanimously to approve 1) legal action against Shoemaker and Aviles if they do not meet their deadlines; 2) performing the connections for and imposing liens on the listed properties; 3) setting a January 31, 2017 deadline for the listed properties to complete connection.

The Zoning Officer reports 14 permits issued with receipts in the amount of \$2,105.50

The Sewage Enforcement Officer reports 2 tests and 3 inspections performed and 3 permits issued with receipts in the amount of \$950.00

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

Judith G. Willig
Township Secretary

**2017 Organization Meeting
Strasburg Township Board of Supervisors**

Appointments approved:	2017
Chairman	Thomas Willig
Vice Chairman	C. Michael Weaver
Treasurer	Connie Kauffman
Township Secretary	Judith Willig
Roadmaster	Garry Rubincam
Township Administrator	Mark Deimler
ZHB Secretary	Judith Willig
Collector of Enabling Tax	County of Lancaster
Collector of Earned Income Tax	Lancaster County Tax Collection Bureau (LCTCB)
Municipal representative to LCTCB	Lisa Boyd (Alternate - DeeDee McGuire)
Auditing Firm	Maher Duessel
Solicitor - Board of Supervisors	Morgan, Hallgren, Crosswell & Kane
Engineer	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	Wilburn Potter, Jonathan Chappell
ZHB Vacancy (by Resolution)	Robert Rush
Zoning Officer	Mark Deimler
Sewage Enforcement Officer	Marvin Stoner (Alternate – Mark Deimler)
Emergency Management Coordinator	Steve Echternach
Wages approved:	Hourly:
Township Administrator	\$70.00
Township Secretary	\$19.82
Township Treasurer	\$18.50
Roadmaster	\$24.32
Road Workers- Fulltime	\$16.00- \$20.73
Snow removal help	\$30 w/ exp. or CDL; \$25 no CDL
Road Workers-Parttime	\$13.50- \$15.17 w/ exp. or CDL; \$10.40 w/ no exp.
Zoning Hearing Board	\$20 per meeting for expenses pd. semi-annually
ZHB Secretary	\$19.82
Zoning Officer	\$80
Engineer	\$105
Treasurer's Bond Limit:	\$1,000,000.00
Approved selections:	
Depositories	Fulton Bank
Advertiser	Lancaster Newspapers
Established procedures:	
Regular meetings	1 st Monday at 7:30 PM and the 3 rd Monday at 1:00 PM , as needed, except on holidays when the meeting may be held the following day

2017 continued

Paid Holidays (full-time)	(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

February 6, 2017

The Strasburg Township Board of Supervisors held their regular meeting on Monday, February 6, 2017, at 7:30 p.m. at the Strasburg Township Municipal Building, 400 Bunker Hill Road. Present were Peggy Dearolf, Michael Weaver and Thomas Willig; Treasurer Connie Kauffman.

Guests: Joyce Nettke, Terry Nettke, Barry Longenecker, Brendan Landis, Joyce Gerhart, Doyle Heisey, Amanda Scheadler.

Public comment was invited. The Nettke's, Longenecker and Landis voiced opposition to the applications for kennels slated for the February Zoning Hearing Board meeting.

On a motion by Dearolf/Weaver, the Board unanimously voted to adopt the minutes of January 3, 2017 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 \$13,750.19; General Fund checks #21262-21314 in the amount of \$70,385.80 ; Liquid Fuels checks #1765 in the amount of \$5,099.67; Sewer Fund Checks #151-163 in the amount of \$385,590.87.

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

On a motion by Weaver/Dearolf, the Board voted unanimously to approve the revised December 2016 Treasurer's report.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve the waiver of plan processing for Sight & Sound, 300 Hartman Bridge Road.

On a motion by Dearolf/Weaver, the Board voted unanimously to adopt the water/sewer billing and collection policy as submitted by the Treasurer.

Proposed Resolution 2017-03 was tabled.

On a motion by Weaver/Dearolf, the Board voted unanimously to decline obtaining the 2016 GASB report.

On a motion by Weaver/Dearolf, the Board voted unanimously to authorize the Treasurer to sign a three-year phone service contract with Comcast.

On a motion by Willig/Weaver, the Board voted unanimously to approve the Administrator to start the process with PADOT to reduce the speed limit on Refton Road and limit the use of brake retarders on Refton and Village Roads.

On a motion by Willig/Weaver, the Board voted unanimously to authorize the Solicitor to draft an ordinance amending the steep slope, historic resource and junk definitions and references.

On a motion by Willig/Weaver, the Board voted unanimously to authorize the Administrator take the following actions: file a lien of \$3500.00 plus expenses and a summary offense for violation of the mandatory connection ordinance against Samuel & Luz Aviles - 1346 Beaver Valley Pike; file a summary offense for violation of the mandatory connection ordinance against Jeffrey & Dana Shoemaker - 1344 Beaver Valley Pike, and Larry Reinhart - 120 Main Street; file summary offenses for violation of the on-lot disposal system management ordinance against Robert Elmer II - 1151 Penn Grant Road, Timothy Ferrell - 1225 Penn Grant Road, Jason & Brandy Gore – 304 North Star Road, Isaac E. & Rachel S. Fisher – 257 North Star Road, Donald & Sharon Hoover - 1909 Edisonville Road, Jennifer Rapp – 1171 Penn Grant Road, Elam K. & Marian M. Stoltzfoos – 65 Prospect Road, Raymond & Angela Wolf – 389 Shaub Road.

On a motion by Weaver/Dearolf, the Board voted unanimously to to authorize Mark Deimler, as Southern Lancaster County Inter-Municipal Council representative, to discuss and vote on obtaining general and elected official liability insurance for the SLCIMC.

On a motion by Weaver/Dearolf, the Board voted unanimously to authorize Dennis Mahoney to perform emergency repairs for the Refton WWTP.

The Supervisors tabled the HRG authorization for additional services.

On a motion by Dearolf/Weaver, the Board voted unanimously to authorize the Refton Community Fire Company fire police assist Penryn Fire Company at their mud sale March 17-18, 2017, Bart Fire Company mud sale March 4 & 18, 2017 and PA Fish & Boat Commission stream stocking March 1 and April 5, 2017.

On a motion by Dearolf/Weaver, the Board voted unanimously to appoint the Secretary as Planning Commission alternate.

On a motion by Dearolf/Weaver, the Board voted unanimously to authorize the Secretary sign the polling place agreement with the County

Zoning Officer's Report: Seven (7) permits issued with receipts in the amount of \$7,913.52

Sewage Enforcement Officer's Report: One (1) permit issued with receipts in the amount of \$150.00

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

Judith G. Willig
Township Secretary

March 6, 2017

The Strasburg Township Board of Supervisors held their regular meeting on Monday, March 6, 2017, 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; Solicitor Josele Cleary.

Prior to the regular meeting, the Supervisors held an executive session to discuss pending legal action. Present were: Peggy Dearolf, Michael Weaver, Thomas Willig, Mark Deimler and Josele Cleary, Esq.

Guests: John Rintz, Joyce Nettke, Terri Nettke, John Fisher, Rick Harnish, Jonathan Stoltzfus, Jonas Ebersol, Ann Johnson, John Stoltzfus, Chris Miller, Barry Haun, George van Cleve, Henry Stoltzfoos, Daniel Miller, Bob Sangrey, Levi Stoltzfus, Brent Landis, James Foose, Arlan Stoltzfus, Jonas Beiler, John Stoltzfoos, Claire van Cleve, Barry Longenecker..

Public comment was invited. There was none.

On a motion by Weaver/Dearolf, the Board unanimously voted to adopt the minutes of February 6, 2017 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 \$12,608.26; General Fund checks #21315-21345 in the amount of \$22,203.59 ; Liquid Fuels checks #1766-1767 in the amount of \$10,863.76; Sewer Fund checks #164-169 in the amount of \$7,756.01.

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

On a motion by Weaver/Dearolf , the Board voted unanimously to approve the EDK sewage module exemption request.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve advertising the 2017 road projects.

On a motion by Weaver/Dearolf, the Board voted unanimously to authorize the Chairman to sign the 2016 uncollected municipal real estate tax form.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve submitting the 2016 Survey of Financial Condition report to DCED.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve the Sight & Sound Theatre request to hold a 5K foot race on Township roads.

On a motion by Willig/Dearolf, the Board voted unanimously to decline the West Lampeter Township request the Township reimburse a portion of the solicitor bill associated with the YMCA agreement amendment.

On a motion by Willig/Weaver, the Board voted unanimously to approve waiving fees for three temporary signs requested by Zion UCC Church.

On a motion by Willig/Weaver, the Board voted unanimously to require Abner King, 116 D South Ronks Road, pay an outstanding fee of \$1,464.15 within 60 days of written notice.

On a motion by Willig/Dearolf, the Board voted unanimously to authorize the filing of an enforcement action against Henry K. Stoltzfoos, 350 Sawmill Road, for operating a kennel without approval.

The floor was opened for a discussion of proposed amendments to the Township Zoning Ordinance pertaining to dog kennels Deimler gave an overview of the current zoning requirements and State dog law. Willig directed Deimler to review the proposed amendments and come back to the Board at a later date with recommendations reflecting comments heard tonight and over the last 6 months.

George van Cleve and Barry Haun submitted complaints to the Board and Deimler about Michael L. Beiler, 450A Walnut Run Road.

The Zoning Officer reports ten (10) permits issued with receipts in the amount of \$1,547.50

The Sewage Enforcement Officer reports no activity.

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

Judith G. Willig
Township Secretary

Strasburg Township Board of Supervisors
March 6, 2017
Agenda

Prior to their regular meeting, the Supervisors held an executive session to discuss legal actions.

7:30 Call to Order

1. Public comment for items not on the agenda
2. Consider a motion to approve minutes of February 6, 2017
3. Consider a motion to approve bill listings and payments:
 - Payroll and taxes in the amount of \$12,608.26
 - General Fund checks #21315-21345 in the amount of \$22,203.59
 - Liquid Fuels checks #1766-1767 in the amount of \$10,863.76
 - Sewer Fund checks #164-169 in the amount of \$7,756.01
4. Consider a motion to approve the Treasurer's report
5. Review Strasburg Township Park dairy barn repair quotes
6. Consider a motion to approve the EDK sewage module exemption request
7. Consider a motion to approve advertising the 2017 road projects
8. Consider a motion authorizing the Chairman to sign the 2016 uncollected municipal real estate tax form
9. Consider a motion to approve the 2016 DCED Survey of Financial Condition for submission
10. Consider a motion to approve the request of Sight & Sound to hold a 5K foot race on Township Roads
11. Consider a motion to approve the Township reimburse West Lampeter Township for a portion of the solicitor bill associated with the YMCA agreement amendment
12. Discuss kennels

Departmental reports:

Zoning Hearing Board:

1. Daniel E. Miller, 2455 Bachman Road, front-yard setback variance

Administrator's Report:

1. Abner King, 116D S. Ronks Road, outstanding fees
2. Zion UCC sign fee waiver request

Zoning Officer's Report: Ten (10) permits issued with receipts in the amount of \$1,547.50

Sewage Enforcement Officer's Report: No activity

Adjourn

April 3, 2017

The Strasburg Township Board of Supervisors held their regular meeting on Monday, April 3, 2017, 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: Ephraim Lapp, Linda Arnold, George and Claire Van Cleve, John Fisher, Elam Stoltzfoos, Barry Haun, Tracy Rash, Wilmer Smoker, Joe Rohrer.

Public comment was invited. Rohrer asked if the Township would be able to help him with a 15 ton weight restriction PADOT placed on the bridge over the Pequea Creek on Lime Valley Road. The bridge previously had no restriction. He uses the bridge for moving crops and other materials often weighing 50 tons for their farming operation and now has to travel up to Route 222. The Board agreed to call Representative Greiner and Senator Martin's offices. Van Cleve and Haun had questions about the Michael Beiler Zoning Hearing Board decision. Deimler stated the Township Solicitor gave two options: reopen the hearing or move the kennel 565 feet away from the property line as testified.

On a motion by Weaver/Dearolf, the Board unanimously voted to adopt the minutes of March 6, 2017 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 \$16,654.75; General Fund checks #21346-21377 in the amount of \$34,840.60 ; Liquid Fuels check #1768 in the amount of \$702.81; Sewer Fund checks #170-175 in the amount of \$2,640.86; Escrow Fund checks #1026-1046 in the amount of \$32,715.20.

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

Rash of Maher-Duessel presented the 2016 audit results

At approximately 8:15 p.m., a hearing was held for proposed Ordinance #103 pertaining to Historic Resources and Steep Slopes. On a motion by Willig/Weaver, the Board voted unanimously to close the hearing. On a motion by Weaver/Dearolf, the Board voted unanimously to adopt Ordinance #103.

On a motion by Weaver/Dearolf, the Board voted unanimously to release escrow for Rocky Ridge Meats, 235 Hartman Bridge Road, in the amount of \$1,209.50.

On a motion by Weaver/Dearolf, the Board voted unanimously to release escrow for Elam Stoltzfoos, 65 Prospect Road, in the amount of \$14,024.85. Stoltzfoos

was reminded to comply with all conditions of his Zoning Hearing Board decision and be a good neighbor.

Arnold appeared to voice several complaints about a neighboring farmer's practices and speeding on Prospect Road. Deimler stated he can write Mr. Book a letter asking for a copy of his conservation plan. If there is no plan, LCCD can enforce action. Willig asked the Secretary to contact Borough Police about monitoring speed on Prospect.

Proposals for repairs to the Township Park dairy barn were reviewed. Fisher and Lapp answered questions from the Board. The Board asked for some time to review the details and will award the project later.

On a motion by Willig/Dearolf, the Board voted unanimously to appoint John Fisher to the Township Planning Commission.

At approximately 9:00 p.m., sealed bids for the 2017 road projects were opened in the following order:

Stone per ton delivered:

Allan Myers	2A-	\$10.10	3A-	\$10.20	8A-	\$14.35	Rap-	\$18.85
New Enterprise		\$10.48		\$10.43		\$14.60		\$16.60

Sealcoat per square yard:

Martin Paving	\$1.035
Hammaker	\$1.55
Asphalt Industries	\$.947

Asphalt per ton picked up:

Pensy	9.5mm	\$51.81
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On a motion by Willig/Dearolf, the Board voted unanimously to award Allan Myers for stone, Asphalt Industries for sealcoat and Pensy for asphalt.

On a motion by Willig/Dearolf, the Board voted unanimously to approve the sidewalk and right-of-way waiver requests of EDK LLC for a property located on Lancaster Avenue on condition all comments contained in the Solanco Engineering letter of February 20, 2017 are addressed.

On a motion by Weaver/Willig, the Board voted unanimously to approve releasing Letter of Credit #10015491599 in the amount of \$53,012.00 for North Star Partners.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve the "Fork to Fondo" bike race scheduled for July 25, 2017 use Township roads. The Board was neutral on the Zoning Hearing Board applications for April 11th.

Deimler reported the South Ronks Road culvert will be replaced this summer and that PADOT will conduct studies for speed and brake retarders as requested by the Board.

The Board revisited the Township Park barn repairs and on a motion by Dearolf/Willig, the Board voted unanimously to award the work to Precise Buildings selecting the roll door and milk-house repair options.

Zoning Officer's Report: Eleven permits issued with receipts in the amount of \$3,013.61

Sewage Enforcement Officer's Report: Two probe tests and three inspections performed, one permit issued and two violation complaints checked with receipts in the amount of \$650.00

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

Judith G. Willig
Township Secretary

May 1, 2017

The Strasburg Township Board of Supervisors held their regular meeting on Monday, May 1, 2017, 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: Fran and Allen Gruver, George Van Cleve, Gerry McCracken, Ron Rinier, Barry Haun, Amanda Schaedler, Pat Morrison, Debra Reddig.

Public comment was invited. There was none.

On a motion by Weaver/Dearolf, the Board unanimously voted to adopt the minutes of April 3, 2017 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 \$12,275.98; General Fund checks #21378-21424 in the amount of \$92,739.45; Liquid Fuels checks #1769 in the amount of \$1,425.58; Escrow checks #1047-1049 in the amount of \$760.00.

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

Morrison and Reddig appeared to request permission for the proposed April 21, 2018 "Rails and Ales" fundraising event. On a motion by Weaver/Dearolf, the Board voted unanimously to approve the request.

On a motion by Dearolf/Weaver, the Board voted unanimously to adopt Ordinance #104 establishing requirements for opening or installing facilities within the public streets. This ordinance was in response to a tower erected by Mobilite outside of the Township right-of-way on private property on White Oak Road in the Township.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve mileage reimbursement for Township employees who use their private vehicles for Township business at a rate of 53.5 cents per mile as per the IRS for 2017.

On a motion by Weaver/Dearolf, the Board voted unanimously to authorize forwarding proposed Subdivision and Land Development Ordinance (SALDO) text amendment Ordinance #105 to the Township and Lancaster County Planning Commission for review. Three administrative points were unintentionally omitted from the original SALDO and this remedies that omission.

On a motion by Dearolf/Weaver, the Board voted unanimously to authorize Refton Community Fire Company to utilize Park property as parking for the June 24th mud sale on condition the sewage treatment plants drain field is clearly marked to prevent damage and they coordinate the parking area with Ken Meck.

On a motion by Dearolf/Weaver, the Board voted unanimously to authorize the Refton Community Fire Company fire police assist the Fawn Grove Fire Company at their scheduled events for 2018 on condition their participation does not interfere with their local responsibilities.

On a motion by Willig/Weaver, the Board voted unanimously to approve a reduction of escrow in the amount of \$10,867.56 for 1540 Beaver Valley Pike, Samuel S. King. The remaining balance will be \$5,971.00.

On a motion by Willig/Weaver, the Board voted unanimously to approve a reduction of escrow in the amount of \$11,994.13 for 701 Deiter Road, Elam King. The remaining balance will be \$7,953.88.

Deimler presented the Zoning Hearing Board application for the May 9th meeting. Willig and Dearolf opposed the application for 1960 Beaver Valley Pike stating the sign can be placed on the building and not in the flood plain. Weaver was neutral as the sign will have a de minimus impact and will leave it to the Zoning Hearing Board to decide. The Board was neutral on the application for 2418 Bachman Road.

Deimler reported the Refton WWTP came in approximately \$400,000.00 under budget. If the operation and maintenance costs come in as expected, there is a possibility of lower usage rates in 2018. In response to a question from Rinier, Deimler stated there are still two properties refusing to connect and legal action has been taken against them both.

Wind damage to the stables roof at the Park was discussed. The Board directed the Secretary to contact a few more roofing companies for estimates to replace it.

Proposed replacement of the Township Building HVAC system was discussed. The Secretary was directed to contact Triangle Refrigeration for a quote and provide the Board with a narrative and comparison of all quotes received.

Fran Gruver asked who is responsible for the section of the Park property covered in dandelions. The Board directed the Secretary to contact Ken Meck and arrange for him to keep it maintained in exchange for any hay he can take from it.

Haun asked again about Michael Beiler's Zoning Hearing Board decision and was told he had come into compliance with his testimony by moving the location of the kennel.

The Zoning Officer reports eighteen permits issued with receipts in the amount of \$3,558.55.

The Sewage Enforcement Officer reports one probe test and two inspections performed, three permits issued with receipts in the amount of \$450.00.

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

Judith G. Willig
Township Secretary

June 5, 2017

The Strasburg Township Board of Supervisors held their regular meeting on Monday, June 5, 2017, at 7:30 p.m. at the Strasburg Township Municipal Building, 400 Bunker Hill Road.

Present at the meeting were: Board of Supervisors: Vice Chairman C. Michael Weaver, Member Peggy Dearolf, Assistant Twp. Secretary: Connie Kauffman, Twp. Engineer, Zoning Officer, and Administrator: Mark Deimler

Guests present: Gibson Armstrong, Martha Armstrong, Chad Vinelli, Mathew Shaffer, and Amanda Schaedler, LNP

EXECUTIVE SESSION: Supervisor Dearolf, Supervisor Weaver, and the Township Administrator held an executive session at 7:00 p.m. to discuss personnel issues.

APPOINT ASSISTANT SECRETARY: Supervisor Dearolf moved to appoint Connie Kauffman as Assistant Secretary for tonight's meeting. Supervisor Weaver seconded the motion. The motion carried unanimously.

PUBLIC COMMENT: Mathew Shaffer asked questions about a farmer plowing in the field area of the Township Park. Mr. Shaffer had concerns relating to speeding issues in Refton which was discussed with the Refton Road speed issues agenda item. He also asked for an update on the Refton Sewer project coming in under budget and when that will be reflected on the bills.

BUSINESS:

Following discussion and an explanation of the PennDOT speed study for Refton Road, Supervisor Dearolf moved to authorize Strasburg Borough Police to check out and enforce speed on Refton Road and Main Street. Supervisor Weaver seconded the motion. The motion carried unanimously

After a correction noted by Supervisor Weaver, a motion was made by Supervisor Dearolf to approve the minutes of May 1, 2017 as corrected. Supervisor Weaver seconded the motion. The motion carried unanimously.

Supervisor Dearolf moved to approve the bills and listing of payments, payroll checks and taxes for the General Fund, Liquid Fuels, Escrow Fund, and Sewer Fund. Supervisor Weaver seconded the motion. The motion carried unanimously.

Following discussion, Supervisor Dearolf moved to approve the Land Development Plan for Blue Stone Estate, the Gibson Armstrong property at 20 Refton Road subject to the conditions in the Solanco Engineering letter dated May 25, 2017. Supervisor Weaver seconded the motion. The motion carried unanimously.

Supervisor Weaver moved that the May Treasurer's Report and the revised April Treasurer's Report be approved. Supervisor Dearolf seconded the motion. The motion carried unanimously.

Following discussion, Supervisor Weaver moved to approve the 1540 Beaver Valley Pike, Samuel S. King Stormwater Management Agreement. Supervisor Dearolf seconded the motion. The motion carried unanimously.

Following discussion regarding the boundaries of the SLCIMC, Supervisor Weaver moved to approve Conestoga Township join the Southern Lancaster County Inter-Municipal Council (SLCIMC). Supervisor Dearolf seconded the motion. Supervisor Weaver stated he considers Conestoga Township to be a southern end township and an appropriate member of that council. The motion carried unanimously.

Following discussion regarding the zoning requirements to erect temporary signs for the entire summer, Supervisor Weaver moved that the Strasburg Community Park Foundation request to waive the temporary sign and Zoning Hearing Board application fees be denied. Supervisor Dearolf seconded the motion. The motion carried unanimously and was denied due to the desire to be fair to everyone and to prevent rampant signage.

Following discussion regarding noise and truck traffic and an explanation of a PennDOT study on brake retarders, Supervisor Dearolf moved for the township to prepare a Brake Retarder Ordinance for Village Road and send it to the solicitor for review. Supervisor Weaver seconded the motion. The motion carried unanimously.

Following discussion, awarding the bid for replacement of the Township Building HVAC system was tabled.

Supervisor Weaver moved to award the bid for the replacement of the horse stable roof at the Township Park to Elmer's Roofing, LLC in the amount of \$8,500.00. Supervisor Dearolf seconded the motion. Mr. Deimler pointed out that there are no gutters on this proposal. The motion carried unanimously.

Supervisor Weaver moved to approve the release of escrow for 62 Smithville Road, Eloy and Rebecca Rodriguez in the amount of \$3,901.00. Supervisor Dearolf seconded the motion. The motion carried unanimously.

Supervisor Dearolf moved to authorize Connie Kauffman to sign Form MV-44 to replace the 1990 International truck license plate due to age and rust. Supervisor Weaver seconded the motion. The motion carried unanimously.

Following discussion regarding a delay due to Hartman Bridge, LLC's financing, Supervisor Weaver moved to acknowledge that Hartman Bridge, LLC has granted a time extension to Strasburg Township for the Hartman Bridge Village development project to December 31, 2017. Supervisor Dearolf seconded the motion. The motion carried unanimously.

Following discussion on the parking lot asphalt requirements, Supervisor Dearolf moved to grant relief of the condition to pave the entire parking lot from the road to the slope for the Christian K. King project at 2890 White Oak Road. Supervisor Weaver seconded the motion. The motion carried unanimously.

Following discussion on the work not being finished as intended, the reduction of the Christian K. King Letter of Credit #46100030 for the project at 2890 White Oak Road was tabled.

Following discussion regarding road complaints at 40 Reservoir Road, the administrator will work with the landowner and the roadmaster on the issues.

Following a brief discussion, reviewing the Strasburg Township Personnel Policy for revisions was tabled since it is still being reviewed by the solicitor.

DEPARTMENTAL REPORTS:

Zoning Hearing Board:

- 1497 White Oak Rd. - Daniel Maier application for a variance to exceed the maximum permitted height requirement so they can build a garage with guest quarters above

Administrator's Report:

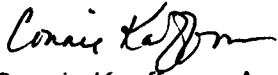
- Nothing additional to report.

Sewage Enforcement Officer – Three (3) perc & probe tests performed with receipts in the amount of \$800.00.

Zoning Officer Report – Ten (10) permits issued with receipts in the amount of \$4,520.30.

MEETING ADJOURNED at 9:14 p.m.

Respectfully submitted,



Connie Kauffman, Assistant Secretary

July 3, 2017

The Strasburg Township Board of Supervisors held their regular meeting on Monday, July 3, 2017, 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: Amanda Schaedler - LNP.

Public comment was invited. There was none.

On a motion by Weaver/Dearolf, the Board unanimously voted to adopt the minutes of June 5, 2017 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 \$14,933.52; General Fund checks #21482-21514 in the amount of \$16,591.09; Sewer Fund checks #196-199 in the amount of \$3,982.72; Escrow Fund checks in the amount of \$247.50.

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

On a motion by Dearolf/Weaver, the Board voted unanimously to adopt Resolution 2017-05 per the Blue Stone Estate, 20 Refton Road, sewage facilities planning module.

After discussion, the Board directed the Secretary to draft a new 5-year lease for the small barn at the Park to reflect a \$100.00 increase in years 3 and 5.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve the Letter of Credit #41600030 reduction request of Christian K. King in the amount of \$81,892.98. The remaining balance will be \$20,089.31.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve release in its entirety of Letter of Credit #D003807 for Chatham Creek LLC Trails at Strasburg.

At approximately 8:00 p.m., a hearing was held for proposed Ordinance #105 pertaining to amendments to the Subdivision and Land Development Ordinance.

At approximately 8:20 p.m., on a motion by Weaver/Dearolf, the Board voted unanimously to close the hearing and adopt Ordinance #105 as submitted.

On a motion by Willig/Dearolf, the Board voted unanimously to award the Township Building HVAC upgrade to JK Mechanical on condition they provide an estimate for including a new high/low return for the main hallway not to exceed \$1,000.00.

The Administrator reported:

- A request from West Lampeter Township to do some MS4 work along their side of the Pequea Creek at the Park. The Board indicated support of the idea, but need more details on the scope of the project.
- A request from Pequea Township to join a proposed building code appeal board which would include Pequea, Strasburg and Conestoga Townships. The Board has no interest in switching away from the current arrangement with the Southern Lancaster County Inter-municipal Committee.
- Briefed the Board on things to consider for future farmland preservation to enable landowners to realize a tax credit for their preservation donation.

The draft Township Personnel Policy was reviewed. The Chairman said he would get language for paid time off from his place of employment and supply it to Deimler for inclusion.

The Zoning Officer reports fourteen permits issued with receipts in the amount of \$3,148.95.

The Sewage Enforcement Officer reports four perc & probe tests performed, four permits issued, one inspection performed with receipts in the amount of \$1400.00.

There being no further business before the Board, the Supervisors adjourned at 10:00 p.m. to hold an executive session pertaining to personnel.

Judith G. Willig
Township Secretary

July 17, 2017

Prior to the meeting, an executive session was held to interview a prospective Roadmaster. Present were: Peggy Dearolf, Michael Weaver, Thomas Willig, Mark Deimler and Douglas Rubincam.

The Strasburg Township Board of Supervisors held their regular meeting on Monday, July 17, 2017, 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; a Court Reporter

Guests: David Lapp, Jonathan Lapp, Mike Davis, Jeff Ainsley.

Public comment was invited. There was none.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve the minutes of July 3, 2017 as submitted.

At approximately 1:15 p.m., a hearing was held for CU 2017-01 David Lapp, 509 May Post Office Road to operate a farm related business. (See notes and decision)

At approximately 2:00 p.m. the regular meeting resumed.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve: General Fund checks #21515-21537 in the amount of \$38,512.06; Sewer Fund checks #200-205 in the amount of \$30,857.30; Liquid Fuels Fund check #1771 in the amount of \$11,014.99; Escrow Fund check #1056 in the amount of \$195.00

On a motion by Weaver/Dearolf, the Board voted unanimously to approve the Samuel S. King, 1540 Beaver Valley Pike, escrow reduction request in the amount of \$3,221.00. The remaining balance will be \$2,750.00 and the Elam E. King, 701 Deiter Road, escrow reduction request in the amount of \$6,203.88. The remaining balance will be \$1,750.00.

The Secretary presented the Board with an updated estimate for the building HVAC replacement from JK Mechanical. The Board gave final approval for the proposal and directed the Secretary to sign the agreement and schedule the work.

There being no further business before the Board, the Supervisors adjourned at 2:15 p.m. to hold an executive session for personnel reasons. Present were Peggy Dearolf, Michael Weaver, Thomas Willig, Mark Deimler and Judith Willig.

Judith G. Willig
Township Secretary

**Strasburg Township Board of Supervisors
July 17, 2017
Agenda**

1:00 Open meeting

1. Public comment
2. Hold a conditional use hearing for CU 2017-01 David Lapp, 509 May Post Office Road for a farm-related business
3. Consider a motion to approve the minutes of July 3, 2017
4. Consider a motion to approve bill listings and payments: General Fund checks #21515-21537 in the amount of \$38,512.06; Sewer Fund checks #200-205 in the amount of / \$30,857.30; Liquid Fuels Fund check #1771 in the amount of \$11,014.99; Escrow Fund check #1056 in the amount of \$195.00
5. Consider a motion to approve the Samuel S. King, 1540 Beaver Valley Pike, escrow reduction request in the amount of \$3,221.00. The remaining balance will be \$2,750.00
6. Consider a motion to approve the Elam E. King, 701 Deiter Road, escrow reduction request in the amount of \$6,203.88. The remaining balance will be \$1,750.00

Adjourn

August 7, 2017

The Strasburg Township Board of Supervisors held their regular meeting on Monday, August 7, 2017, 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: Greg Hill, Bob Wolf, Fred Witmer, Ron Rinier, Ken Harnish, Amanda Schaedler.

Public comment was invited. Witmer and Rinier requested speed monitoring on Refton Road and Beaver Valley Pike from Hessdale south. The Board directed the Secretary to contact the Borough and State Police.

On a motion by Dearolf/Weaver, the Board unanimously voted to adopt the minutes of July 17, 2017 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 \$12,382.94; General Fund checks #21538-21573 in the amount of \$24,701.75 ; Liquid Fuels checks #1772 in the amount of \$454.41; Sewer Fund checks #206-209 in the amount of \$1,208.88; Escrow checks #1057-1059 in the amount of \$11,122.38.

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

Hill and Wolf appeared to update the Board on the Hartman Bridge Village progress and request modification of building sequence to construct the residential buildings and the restaurant before the commercial/residential buildings fronting Hartman Bridge Road. After a lengthy discussion, the Board tabled the matter until the September 5, 2017 meeting to give them time to consider a response.

At approximately 9:00 p.m., a hearing was held for proposed Ordinance #106 pertaining to restricting the use of brake retarders on Village Road. Weaver commented residents on Village Road had raised this concern years ago and truck traffic has increased dramatically since. On a motion by Weaver/Dearolf, the Board voted unanimously to close the hearing and adopt the ordinance as submitted.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve releasing the Strasburg Railroad bond provided the outstanding application fees are remitted.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve releasing the \$1,750.00 escrow for Elam E. King, 701 Deiter Road.

On a motion by Dearolf/Weaver, the Board voted unanimously to adopt Resolution 2017-06 pertaining to the Township Personnel Policy as amended.

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt Resolution 2017-07 amending the 2017 Sewer Fund budget.

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt Resolution 2017-08 amending the non-uniform pension plan to a Section 401(a) and adding a Section 457 option for full-time employees as amended.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve signing the Pension Trust Supplemental Participation Agreement providing the option to participate in the non-qualified deferred compensation 457 Plan for government agencies.

On a motion by Dearolf/Weaver, the Board voted unanimously to hire Douglas Rubincam as the full-time Roadmaster.

On a motion by Dearolf/Weaver, the Board voted unanimously to hire Garry Rubincam as a part-time/seasonal worker to mow at the Township Park and report to the Administrator.

The Board voiced their support for the 451 Weaver Road and 102 Hagers Road Zoning Hearing Board applications. They were neutral on the others.

Zoning Officer's Report: Twelve permits issued with receipts in the amount of \$4,452.60

Sewage Enforcement Officer's Report: One perc & probe test and two inspections performed and four permits issued with receipts in the amount of \$900.00

There being no further business before the Board, the Supervisors adjourned at 10:00 p.m. to hold an executive session to discuss a personnel issue. Present were: Thomas Willig, Peggy Dearolf, Michael Weaver, Mark Deimler and Judith Willig

Judith G. Willig
Township Secretary

Strasburg Township Board of Supervisors
August 7, 2017
Agenda

7:30 Call to Order

1. Public comment for items not on the agenda
2. Consider a motion to approve minutes of July 17, 2017
3. Consider a motion to approve bill listings and payments:
 - Payroll, taxes and fees in the amount of \$12,382.94
 - General Fund checks #21538-21573 in the amount of \$24,701.75
 - Liquid Fuels Fund check #1772 in the amount of \$454.41
 - Sewer Fund checks #206-209 in the amount of \$1,208.88
 - Escrow checks #1057-1059 in the amount of \$11,122.38
4. Consider a motion to approve the Treasurer's report
5. Greg Hill to discuss Hartman Bridge Village plans
6. Hold a hearing for proposed Ordinance #106 pertaining to restricting use of brake retarders on Village Road
7. Consider a motion to approve the bond release request of the Strasburg Railroad
8. Consider a motion to approve the escrow reduction request of Elam E. King, 701 Deiter Road
9. Consider a motion to adopt Resolution 2017-06 pertaining to the personnel policy
10. Consider a motion to adopt Resolution 2017-07 pertaining to amending the 2017 Sewer Fund Budget
11. Consider a motion to adopt Resolution 2017-08 pertaining to amending the non-uniform pension plan to a Section 401(a) and adding a Section 457 option for full-time employees
12. Consider a motion to sign the Pension Trust Supplemental Participation Agreement to provide the option to participate in the non-qualified deferred compensation 457 Plan for government agencies
13. Consider a motion to approve hiring Douglas Rubincam as Roadmaster
14. Consider a motion to approve hiring Garry Rubincam as a part-time/seasonal worker to mow at the Township Park

Departmental reports

Zoning Hearing Board:

1. 451 Weaver Road, Aaron Stoltzfoos, special exception to add 2nd story to existing barn and variance to reduce minimum acreage for a second horse
2. 250 Hartman Bridge Road, Subway, variance to exceed permitted signage
3. 407 Bunker Hill Road, Metzler Mower, special exception to expand business
4. 102 Hagers Road, Amos Fisher, variances to reduce minimum acreage for a horse and reduce side yard setback

Administrator's Report:

1. UCC code official/inspector

Zoning Officer's Report: Twelve permits issued with receipts in the amount of \$4,452.60

Sewage Enforcement Officer's Report: One perc & probe test and two inspections performed and four permits issued with receipts in the amount of \$900.00

Adjourn

September 5, 2017

The Strasburg Township Board of Supervisors held their regular meeting on Monday, September 5, 2017, 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.

Prior to the regular meeting, the Board held an executive session to interview a prospective full-time employee. Present were: Thomas Willig, Michael Weaver, Peggy Dearolf, Mark Deimler, Douglas Rubincam and Jason McCracken.

Guests: None

Public comment was invited. There was none.

On a motion by Dearolf/Weaver, the Board unanimously voted to adopt the minutes of August 7, 2017 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 \$16,155.71; General Fund checks #21574-21610 in the amount of \$41,443.25 ; Liquid Fuels checks #1773 in the amount of \$113,301.92; Sewer Fund check #210-215 in the amount of \$3,539.08; Escrow Fund check #1060 in the amount of \$67.50.

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

On a motion by Willig/Weaver, the Board voted unanimously to approve hiring Jason McCracken as a full-time road worker at a rate of \$19.00/hour with a condition he obtain a CDL license within 3 months of hire and authorized the Administrator to make the offer effective September 25th or October 2nd.

On a motion by Willig/Weaver, the Board voted unanimously to approve the Borough Police do speed patrols on White Oak Road as requested by resident Robert Shoemaker.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve the Letter of Credit D005595 reduction request of Victoria Wilson in the amount of \$55,000.00. The remaining balance will be \$7,386.50.

On a motion by Weaver/Dearolf, the Board voted unanimously to accept the Minimum Municipal Obligation for the 2018 Defined Benefit Pension Plan in the amount of \$13,562.00.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve the Bike Millersville request to use Township roads for a race, the Township parking lot for a rest area and use of the Township building restrooms on condition someone is inside to insure only the restrooms are accessed.

On a motion by Weaver/Dearolf, the Board voted unanimously to not participate in the Local Update of Census Addresses citing lack of return on a personnel investment of approximately 21 hours to complete it.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve the Railroad Museum of PA request to change the date of the 2018 "Rails and Ales" event to April 7, 2018.

The Board directed the Administrator to speak with Precise Buildings about the proposed improvements to the small barn requested by Dave Moyer.

The Board tabled the gutter replacement for the Park buildings pending receipt of written quotes.

On a motion by Willig/Weaver, the Board voted unanimously to approve waiving the penalty fee for 912 N. Old Road.

The Board was neutral on the Stoltzfoos Zoning Hearing Board application.

Deimler briefed the Board on the Refton WWTP legal action progress.

The Zoning Officer reports seventeen permits issued with receipts in the amount of \$8,449.30

The Sewage Enforcement Officer reports two perc & probe tests and five inspections performed and two permits issued with receipts in the amount of \$1,600.00

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

Judith G. Willig
Township Secretary

**Strasburg Township Board of Supervisors
September 5, 2017
Agenda**

At 7:00 p.m., the Board will hold an executive session to interview a prospective employee.

7:30 Call to Order

1. Public comment for items not on the agenda
2. Consider a motion to approve minutes of August 7, 2017
3. Consider a motion to approve bill listings and payments:
 - Payroll, taxes and fees in the amount of \$16,155.71
 - General Fund checks #21574-21610 in the amount of \$41,443.25
 - Liquid Fuels Fund check #1773 in the amount of \$113,301.92
 - Sewer Fund checks #210-15 in the amount of \$3,539.08
 - Escrow check #1060 in the amount of \$67.50
4. Consider a motion to approve the Treasurer's report
5. Discuss hiring a new full-time employee
6. Consider a motion directing the Borough Police to do speed details on White Oak Road
7. Consider a motion to approve the Letter of Credit #D005595 reduction request of Victoria Wilson for Sides Mill Road
8. Consider a motion to accept the Minimum Municipal Obligation (MMO) for the 2018 Defined Benefit Pension Plan in the amount of \$13,562.00
9. Consider a motion to approve the Bike Millersville request to use Township roads for a race, the Township upper parking lot for a rest area and use of the Township restrooms on September 16th, 2017
10. Consider whether to register and participate in the 2020 Census Local Update of Census Addresses (LUCA) and make a motion authorizing the action
11. Consider a motion to approve a date change for the Railroad Museum of PA "Rails and Ales" event
12. Consider the proposal of David Moyer to support the west roof on Unit #4 at the Park and a motion authorizing any action
13. Consider a motion authorizing the installation of gutters and downspouts for the Park outbuildings pursuant to obtaining suitable quotes
14. Consider a motion to approve relief of penalty fees for a pool at 912 North Old Road

Departmental reports

Zoning Hearing Board:

1. 350 Sawmill Road, Henry K. Stoltzfoos, side yard setback variance

Administrator's Report:

1. Update on the Refton WWTP connection legal actions

Zoning Officer's Report: Seventeen permits issued with receipts in the amount of \$8,449.30

Sewage Enforcement Officer's Report: Two perc & probe tests and five inspections performed and two permits issued with receipts in the amount of \$1,600.00

Adjourn

October 2, 2017

The Strasburg Township Board of Supervisors held their regular meeting on Monday, October 2, 2017, 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: Bob Sangrey, Dwayne and Deanna Rhoads, Ron Rinier, Wayne Manley, Chris Kehoe, John Stoltzfus, Jim Kiscaden, Bill Cox.

Public comment was invited. Manley and Kehoe requested Board approval for the May 12, 2018, 5th annual "Kat's 5K" footrace. No issues were reported to the office and, on a motion by, Dearolf/Weaver, the Board voted unanimously to approve the use of Township roads for the race.

On a motion by Dearolf/Weaver, the Board unanimously voted to adopt the minutes of September 5, 2017 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 \$9,805.26; General Fund checks #21611-21646 in the amount of \$18,892.18 ; Sewer Fund checks #216-220 in the amount of \$4,889.65; Escrow check #1061 in the amount of \$300.00.

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

On a motion by Dearolf/Weaver, the Board voted unanimously to adopt Resolution 2017-09 per the Rhoads sewage planning module. A second dwelling is proposed on the 24.3 acre parcel. Storm water management and development plans will be submitted at a later date.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve the Letter of Credit reduction request of JEASLAPP Real Estate in the amount of \$39,855.00. The remaining balance will be \$11,744.25.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve ballot selections for the PSATS UC, Insurance and Pension Trust vacancies.

On a motion by Weaver/Dearolf, the Board voted unanimously to sign the 2018-2022 bridge inspection authorization.

Stoltzfus, Kiscaden and Cox presented the Strasburg Fire Company report for 2017 and budget requests for coming years. The Company desires to purchase a

new rescue pumper in 2020 and asks the Township to commit \$150,000.00 by then. The Board will take it under consideration.

Deimler briefed the Board on the October Zoning Hearing Board applications:

- 844 Bunker Hill Road for a special exception to expand an existing non-conforming use. The Board supports the application.
- 905 May Post Office Road for a variance to allow a second dwelling on a 2 acre parcel zoned Agriculture. Weaver supported the application stating he would support it whether the applicant were English or Amish. Willig and Dearolf did not oppose the application.

Deimler reported Shoemaker, 1344 Beaver Valley Pike, and Aviles, 1346 Beaver Valley Pike, have court orders to connect to the Refton WWTP. Aviles must connect by the end of October 2017 and Shoemaker by the end of March 2018 or the Township may enter and make the connections.

Deimler reported the Township Solicitor is drafting an ordinance and inter-governmental agreement to utilize Quarryville Borough Police for limited truck traffic enforcement on Township Roads.

The Secretary was directed to contact Mark Harnish to make sure the disc golf course at the Park is mowed for the tournament scheduled for October 14th and to schedule the gutter replacement for the Township Park outbuildings with Elmer's Roofing.

The proposed 2018 budget was reviewed. Discussion and review will continue at the November 6, 2017 meeting.

The Zoning Officer reports thirteen permits issued with receipts in the amount of \$1,653.20

The Sewage Enforcement Officer reports two perc tests and four inspections performed, two permits issued with receipts in the amount of \$700.00

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

Judith G. Willig
Township Secretary

November 6, 2017

The Strasburg Township Board of Supervisors held their regular meeting on Monday, November 6, 2017, 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: Daniel Lapp, Amanda Schaedler.

Public comment was invited. There was none.

On a motion by Dearolf/Weaver, the Board unanimously voted to adopt the minutes of October 2, 2017 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 \$12,902.02; General Fund checks #21647-21700 in the amount of \$86,543.94 ; Liquid Fuels checks #1774-1777 in the amount of \$8,055.06; Sewer Fund checks #221-226 in the amount of \$3,400.29; Escrow Fund checks #1062-1064 in the amount of \$900.00.

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

A hearing was held for proposed Ordinance #107 pertaining to an Intermunicipal agreement with Quarryville Borough to provide limited police coverage on Township roads to enforce truck traffic. The Board discussed the scope of the coverage and decided to have a maximum of 40 hours over a 30 day period to establish a pattern on White Oak Road. On a motion by Willig/Weaver, the Board voted unanimously to close the hearing. On a motion by Willig/Dearolf, the Board voted unanimously to approve signing the Intermunicipal agreement and adopt Ordinance #107 as submitted.

509 May Post Office Road, SWM2017-01 for Daniel K. Lapp was reviewed. Lapp was present and provided a check for the improvement guarantee. Weaver complimented Lapp on the plan and its minimum land disturbance. On a motion by Weaver/Dearolf, the Board voted unanimously to approve the plan.

The 2018 operation contract for the Refton WWTP was reviewed. Deimler reported the nitrate levels are in compliance and the system has stabilized. The price is the same as 2017 at \$1,250.00 per month. On a motion by Weaver/Dearolf, the Board voted unanimously to approve the contract with Whitehill Consulting.

On a motion by Dearolf/Weaver, the Board voted unanimously to adopt the 2018 Minimum Municipal Obligation for the defined contribution pension plan in the amount of \$2,571.20.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve the MaherDuessell engagement letter to audit the 2017 accounts.

On a motion by Willig/Dearolf, the Board voted unanimously to waive the temporary sign fees for the Strasburg Heritage Society's December 2nd event.

On a motion by Weaver/Dearolf, the Board voted unanimously to eliminate Nathan Lariviere's part-time mowing position at the Township Park effective immediately.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve Hostetter and Hostetter as the payroll processor effective January 1, 2018 and the purchase of an electronic timeclock.

On a motion by Willig/Weaver, the Board voted unanimously to adopt Resolution 2017-10 prohibiting the location of a Category 4 licensed facility in the Township.

The 2018 draft budget was reviewed with projected income of \$1,266,700.00 and projected expenses of \$1,161,625.00. The preliminary budget will be adopted at the regular meeting of December 4, 2017.

The Refton sewer was discussed. Delinquencies are rising with eleven (11) in the third quarter of 2017. Seven (7) chronic delinquents are budgeted for 2018. 1346 Beaver Valley Pike has agreed to the Township filing a lien against the property for completing the sewer connection and abandoning the OLDS.

The Zoning Officer reports twelve (12) permits issued with receipts in the amount of \$1,970.40

The Sewage Enforcement Officer reports no activity in October.

There being no further business before the Board, the Supervisors adjourned at 10:45 p.m. to hold an executive session to discuss personnel and legal matters.

Judith G. Willig
Township Secretary

December 4, 2017

The Strasburg Township Board of Supervisors held their regular meeting on Monday, December 4, 2017, at 7:30 p.m. at the Strasburg Township Municipal Building, 400 Bunker Hill Road. Present were Peggy Dearolf and Thomas Willig; Administrator Mark Deimler; Treasurer Connie Kauffman.

Guests: John Rintz, Benueal King, Elmer King, Steve Young, Bill Potter, Barry Haun, Joyce Nettke, Brent Landis, Fred Witmer, Barbara Frank- Rathbone, Daniel Miller, John Fisher, Ben Fisher, Tim Trostle, Amanda Schaedler.

Public comment was invited. There was none.

On a motion by Dearolf/Willig, the Board unanimously voted to adopt the minutes of November 6, 2017 as submitted.

On a motion by Dearolf/Willig, the Board unanimously voted to approve bill listings for payment: Payroll and taxes in the amount of \$10,809.61; General Fund checks #21701-21743 in the amount of \$49,367.55 ; Liquid Fuels checks #1778 in the amount of \$1,186.80; Sewer Fund checks #227-233 in the amount of \$3,795.98; Escrow Fund checks #1065-1067 in the amount of \$900.00.

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

Benueal and Elmer King, Strasburg Lawn Structures, appeared to discuss violations received for activity in the floodplain and demolition of a structure without a permit at 910 Strasburg Pike. The Kings wanted to know what they can do in the floodplain. The Board's short answer was nothing. The Kings can petition the Township to rezone their recently acquired parcel from Rural Residential to Commercial/Industrial or go to the Zoning Hearing Board and ask for a variance. The Board recommended the Kings discuss settling the violations before the scheduled court date of December 6, 2017 with Deimler.

Young appeared to make a brief presentation on his ideas for 1350 Village Road, the old Eagle Gun Museum. Young has repurposed several historic buildings in Lancaster and East Petersburg into office/living spaces. He asked about the possibility of tapping into the sewer lines that run along Village Road as the commercial/residential use will exceed the 470 gallons per day capacity of the on-lot sandmound. Willig responded the Board will not make any comments or recommendations without Supervisor Weaver present and asked Young to return at a later date.

Proposed zoning ordinance amendments pertaining to kennels were discussed. Potter, the Planning Commission vice-chair, gave a short background about the Planning Commission's process in arriving at the proposed ordinance amendment. Deimler commented the current ordinance has no cap on the number of dogs while the proposed amendment has a sliding scale that caps them at 10 adult dogs. Witmer and Nettke complimented the Township on arriving at what appears to be a good compromise and asked about penalties for offenders and the possibility of revisiting the current need for two complainants. Rathbone-Frank had questions about actions taken against violators. Landis and Haun encouraged the 500 foot setback be retained and commented about noise. Rintz encouraged retaining the current 20 acre requirement. John Fisher, Ben Fisher and Miller commented on dogs for security and the distinctions between commercial and non-commercial kennels. The Board thanked those in attendance for their comments.

On a motion by Willig/Dearolf, the Board voted unanimously to approve the waiver of land development and adopt Resolution 2017-11 per the planning module for 970 May Post Office Road.

On a motion by Willig/Dearolf, the Board voted unanimously to approve the escrow reduction request of Daniel Lapp, 509 May Post Office Road in the amount of \$33,438. The remaining balance will be \$9,270.60.

On a motion by Willig/Dearolf, the Board voted unanimously to approve the request of Jesse Beiler, 233 Miller Road, to have a controlled burn of 2 acres on Twin Elm Road with the stipulation the Strasburg Fire Company is present.

On a motion by Dearolf/Willig, the Board voted unanimously to approve the proposal of Precise Buildings for repairs to various structures at the Township Park in the amount of \$7,200.00.

The Board had no position on ZHB 2017-18 application for the 170 Sides Mill Road special exception.

On a motion by Dearolf/Willig, the Board voted unanimously to adopt the proposed 2018 budget. It will be displayed in the Township building vestibule and on the Township website for public review. It will be formally adopted at a special meeting on December 26, 2017 at 1:00 p.m.

On a motion by Dearolf/Willig, the Board voted unanimously to adopt Resolution 2017-12 amending the 2017 Sewer Fund budget.

The Board acknowledged the 180 extension of time granted for Hartman Bridge LLC plan approval. The new deadline will be June 30, 2018.

The Zoning Officer reports twelve permits issued with receipts in the amount of \$1,585.30.

The Sewage Enforcement Officer reports five permits issued, three perc tests and inspections performed with receipts in the amount of \$1,350.00

There being no further business before the Board, the Supervisors adjourned at 9:40 p.m.

Judith G. Willig
Township Secretary

December 26, 2017

The Strasburg Township Board of Supervisors held their regular meeting on Monday, July 17, 2017, at 1:00 p.m. at the Strasburg Township Municipal Building, 400 Bunker Hill Road. Present were Peggy Dearolf and Michael Weaver; Administrator Mark Deimler.

Guests: None

Public comment was invited. There was none.

On a motion by Dearolf/Weaver, the Board unanimously voted to approve bill listings for payment: General Fund checks #21744-21758 in the amount of \$32,246.43; Sewer Fund checks #234-237 in the amount of \$2,155.81; Liquid Fuels Fund checks #1779-1780 in the amount of \$11,418.70; Escrow Fund check #1068 in the amount of \$33,438.00

On a motion by Weaver/Dearolf, the Board voted unanimously to approve the minutes of December 4, 2017

On a motion by Dearolf/Weaver, the Board voted unanimously to adopt the 2018 budget as submitted.

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt Resolution 2017-13 levying a revenue neutral tax rate of .555 mills pursuant to the recent County-wide reassessment.

On a motion by Dearolf/Weaver, the Board voted unanimously to adopt Resolution 2017-14 appropriating funds for 2018.

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt Resolution 2017-15 amending the Township Personnel Policy per paid time off.

On a motion by Weaver/Dearolf, the Board voted unanimously to reappoint Gloria Folker to the Planning Commission.

On a motion by Dearolf/Weaver, the Board voted unanimously to appoint the County Treasurer as collector for 2018 municipal real estate taxes.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve the holding tank agreement for 905 May Post Office Road, Daniel B. and Susie F. King.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve Mark Harnish's 2018 proposal for mowing the disc golf course at \$450 per full mowing and \$235 per partial mowing.

On a motion by Weaver/Dearolf, the Board voted unanimously to authorize the Refton Community Fire Company Fire Police assist with the Penryn Fire Company mud sale March 16 and 17, 2018.

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt the 2017 PSATS Pension Disclosure Statement.

There being no further business before the Board, the Supervisors adjourned at 1:10 p.m. to hold an executive session to discuss personnel issues.

Judith G. Willig
Township Secretary

**Strasburg Township Board of Supervisors
December 26, 2017
Agenda**

1:00 Open meeting

1. Public comment
2. Consider a motion to approve bill listings and payments: General Fund checks #21744-21758 in the amount of \$32,246.43; Sewer Fund checks #234-237 in the amount of \$2,155.81; Liquid Fuels Fund checks #1779-1780 in the amount of \$11,418.70; Escrow Fund check #1068 in the amount of \$33,438.00
3. Consider a motion to approve the minutes of December 4, 2017
4. Consider a motion to adopt the 2018 budget
5. Consider a motion to adopt Resolution 2017-13 levying a revenue neutral tax rate of .555 mills pursuant to the recent Countywide reassessment
6. Consider a motion to adopt Resolution 2017-14 appropriating funds for 2018
7. Consider a motion to adopt Resolution 2017-15 amending the Township Personnel Policy
8. Consider a motion to reappoint Gloria Folker to the Planning Commission
9. Consider a motion to appoint the County Treasurer as collector for 2018 municipal real estate taxes
10. Consider a motion to approve the holding tank agreement for 905 May Post Office Road, Daniel B. and Susie F. King
11. Consider a motion to approve Mark Harnish's 2018 proposal for mowing the disc golf course at \$450 per full mowing and \$235 for partial mowing
12. Consider a motion authorizing the Refton Community Fire Company Fire Police assist with the Penryn Fire Company mud sale March 16 and 17, 2018
13. Consider a motion to adopt the 2017 PSATS Pension Disclosure Statement

Adjourn to hold an executive session to discuss wages