

January 4, 2021

The Strasburg Township Board of Supervisors held their organization and regular meetings on Monday, January 4, 2021, at 7:30 p.m. at the Refton Community Fire Company, 99 Church Street, Refton 17568. Present were Peggy Dearolf, Michael Weaver and Thomas Willig.

Prior to the meeting, an executive session was held to interview Planning Commission members. Present were Dearolf, Weaver, Willig, Wilburn Potter and John D. Fisher.

At approximately 7:30 pm, the 2021 organization meeting was held.

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

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

On a motion by Dearolf/Weaver, the Board voted unanimously to approve the 2021 appointments, advertisers and procedures as noted on the attachment.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve 2021 wages as noted on the attachment with the exception of the Secretary.

On a motion by Dearolf/Weaver, the Board voted to approve the Secretary's wages as noted on the attachment. Willig abstained.

On a motion by Dearolf/Weaver, the Board voted unanimously to set the Treasurer's bond at \$2,000,000.00 for 2021.

On a motion by Dearolf/Weaver, the Board voted unanimously to adopt Resolution 2021-01 establishing fees for 2021, as amended.

On a motion by Dearolf/Weaver, the Board voted unanimously to adopt Resolution 2021-02 appointing RKL LLC to audit the 2020 Township accounts

On a motion by Dearolf/Weaver, the Board voted unanimously to adopt Resolution 2020-03 designating depositors for 2021

Guests: Bill Potter, John Fisher, Cindy Welk, Sarah Young, Brendan Curry.

The regular meeting was called to order at approximately 7:40 p.m.

Public comment was invited. There was none.

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt the minutes of December 7, 2020 as submitted.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve bill listings for payment: Payroll and taxes in the amount of \$15,709.09; General Fund checks #25122-25162 in the amount of \$94,439.23; Liquid Fuels Fund checks #1818 in the amount of \$10,499.00; Sewer Fund checks #453-456 in the amount of \$2,890.50; Escrow Fund check #1122 in the amount of \$3,300.00.

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

On a motion by Weaver/Dearolf, the Board voted unanimously to deny the application of Ridgewall, LLC, CU2020-03, for a conditional use pursuant to Section 328 of the Zoning Ordinance to authorize demolition of an historic dwelling located on the property at 1533 Village Road within the Township and adopt the written Decision prepared by the Township Solicitor in the form presented at this meeting containing 84 findings of fact, 12 conclusions of law and an adjudication.

The Board briefly discussed the request of Hartman Bridge Village for a text amendment to the Zoning Ordinance increasing the allowed occupancy density for mixed use. The matter was tabled until the February 1, 2021 meeting.

On a motion by Dearolf/Weaver, the Board voted unanimously to appoint Potter and Fisher to the Planning Commission.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve release of escrow for 1541 Lime Valley Road in the amount of \$3,300.00.

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt Resolution 2021-04 appointing Robert Sangrey to complete a term on the Zoning Hearing Board.

Zoning Officer's Report: Eight permits issued with receipts in the amount of \$2,643.80

Sewage Enforcement Officer's Report: One inspection and one permit issued with receipts in the amount of \$350.00

There being no further business before the Board, the Supervisors adjourned at 8:00 p.m. to hold an executive session to interview Welk for a position on the Planning Commission. Present were: Thomas Willig, Peggy Dearolf, Michael Weaver, Welk, Potter and Fisher.

Judith G. Willig  
Township Secretary

**2021 Organization Meeting  
Strasburg Township Board of Supervisors**

<b>Appointments approved:</b>	<b>2021</b>
Chairman	TBD
Vice Chairman	TBD
Secretary	Judith Willig
Treasurer	Connie Kauffman
Roadmaster	Douglas Rubincam
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	Connie Kauffman (Alternate – Steve Echternach)
Auditing Firm	RKL LLC
Solicitor - Board of Supervisors	Morgan, Hallgren, Crosswell & Kane
Engineer	Solanco Engineering Associates, LLC
Building Code Official	Mark Deimler
Building Code Inspectors: Residential	Commonwealth Code Inspection Services, Inc.
Commercial	Code Administrators
Chairman of Vacancy Board	Caroline Morton
Planning Commission Vacancy	None
Planning Commission Alternate	Judith Willig
ZHB Vacancy (by Resolution)	John Rintz
Zoning Officer	Mark Deimler
Sewage Enforcement Officer	Marvin Stoner (Alternate – Mark Deimler)
Emergency Mgmt. Coordinator	Steve Echternach
Pension Chief Administration Officer	Connie Kauffman
Municipal representative to SLCIMC	Mark Deimler

<b>Wages approved:</b>	Hourly:
Administrator	\$75.00
Secretary	\$22.10
Treasurer	\$20.72
Roadmaster	\$27.24
Road Workers- Full-time	\$16.50- \$21.92
Snow removal help	\$30.00 w/ exp. or CDL; \$25.00 no CDL
Road Workers - Part-time	\$13.50- \$18.36 w/ exp. or CDL; \$12.00 w/ no exp.
Zoning Hearing Board (ZHB)	\$20.00 per meeting for expenses paid semi-annually
ZHB Secretary	\$22.10
Zoning Officer	\$80.00
Engineer	\$115.00

**Treasurer's Bond Limit:** \$2,000,000.00

<b>Approved selections:</b>	
Depositors	Fulton Bank PLGIT
Advertisers	Lancaster Newspapers

## 2021 continued

### Established procedures:

Regular meetings 1<sup>st</sup> Monday at 7:30 PM and, as needed, on the 3<sup>rd</sup> Monday at 1:00 PM. If Monday is a holiday, the meeting may be held the following day

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, 2 day before Christmas, Christmas Day, 2 day before New Year's Day

Paid Time Off (full-time) 80 hours for 2 years or less of employment  
120 hours for 2-5 years of employment  
160 hours for over 5 years of employment  
In the first calendar year of employment, PTO will be pro-rated based on the number of pays remaining in that year. All vacation thereafter will be allocated on a calendar year basis.

For employees hired prior to 8/7/2017:

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 15, 2021

The Strasburg Township Board of Supervisors held their regular meeting on Tuesday, February 15, 2021, at 7:30 p.m. at the Township Municipal Building, 400 Bunker Hill Road. Present were Peggy Dearolf, C. Michael Weaver and Thomas Willig; Administrator Mark Deimler.

Guests: Bill Potter, Brendan Curry, Brian Masterson, Jason Shaner, Steve Fisher, Joel Snyder, Brent Good, Greg Hill, Sarah Young, Jeff Rutt

The meeting was called to order at 1:00 p.m.

Public comment was invited. There was none.

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt the minutes of January 4, 2021 as submitted.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve bill listings for payment: Payroll and taxes in the amount of \$13,259.09; General Fund checks #25163-25204 in the amount of \$98,334.09; Liquid Fuels Fund checks #1819 in the amount of \$2,365.19; Sewer Fund checks #457-461 in the amount of \$5,991.39.

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

On a motion by Weaver/Dearolf, the Board voted unanimously to approve SWM2019-04, storm water management plan for the Meadows at Strasburg with the following conditions: Provide an executed stormwater management agreement approved by the Township Solicitor; provide financial security in a form acceptable to the Township Solicitor in the amount of \$1,407,617.70; reimburse the Township for all outstanding costs related to the plan approval.

On a motion by Weaver/Dearolf, the Board voted unanimously to accept the extension of plan approval until May 2, 2021 granted by the Meadows at Strasburg.

On a motion by Weaver/Dearolf, the Board voted unanimously to grant the sewer capacity requested by Peaceful Valley according to the Borough Authority's EDU calculation. Weaver stated Township residents should have no burden for providing water or sewer to a private property and an administrative fee should be imposed if that becomes the case.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve PC2020-04, lot add-on plan for 1250 Penn Grant Road and grant the requested waiver of plan scale. There are no subdivision rights for the 10-acre parcel created and one remaining for the parent tract.

On a motion by Dearolf/weaver, the Board voted unanimously to approve PC2020-03, lot add-on plan for 550 Bunker Hill Road. A conservation easement agreement was drafted by the Township Solicitor which must be fully executed and recorded prior to the plans being released for recording. There are no subdivision rights for any of the parcels resulting from this plan.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve the polling place agreement with the County. Willig briefed the Board on a meeting with a Board of Elections representative at the Refton Community Fire Company (RCFC). The County would like to hold the 2021 general election at the fire company to better accommodate the volume of voters. The Board would like to see two precincts formed with the Municipal Building remaining a polling place as well.

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt Resolution 2021-04 per document destruction.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve the RCFC Fire Police assist the Strasburg Fire Company on February 27<sup>th</sup>.

On a motion by Dearolf/Weaver, the Board voted unanimously to appoint Cindy Welk to fulfill a term on the Planning Commission.

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt the PSATS 2019 pension plan disclosure statement.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve the Chairman sign the 2020 Certification of Uncollected Taxes.

Representatives of Hartman Bridge Village LLC appeared to discuss their proposed text amendment to the Township Zoning Ordinance increasing the permitted dwelling density. Deimler suggested the proposed density be reduced to 18/acre and the maximum number be changed to 18/acre or 200, whichever is less. The Board did not object to the revised proposal. The Township Solicitor will review the draft and contact the Board with comments.

Representatives of Ridgewall LLC appeared to discuss the proposed development of 1533 Village Road:

- The Board of Supervisor's denied a Conditional Use application to demolish the existing dwelling
- The applicant has appealed the ZHB decision
- Upgrading the existing dwelling is being explored
- An additional flag lot will be requested at a future ZHB meeting
- The applicant will rescind the appeal if the new application is granted

There being no further business before the Board, the Supervisors adjourned at 2:45 p.m. to hold an executive session to discuss personnel issues. Present were: Thomas Willig, Peggy Dearolf, Michael Weaver, Mark Deimler and Judith Willig

Judith G. Willig  
Township Secretary

March 1, 2021

The Strasburg Township Board of Supervisors held their regular meeting on Monday, March 1, 2021, at 7:30 p.m. at the Refton Community Fire Company, 99 Church Street, Refton 17568. Present were Peggy Dearolf, C. Michael Weaver and Thomas Willig; Administrator Mark Deimler.

Guests: Brenden Curry, Roger Fry, Ray Duncan, Kelly Cullen

Prior to the meeting, new Refton Community Fire Police members were sworn in: Frank Green, Joe Knight, Jim Ploumis, Michaela Ranson, Jody Smeltz and Anthony Williams.

The meeting was called to order at 7:30 p.m.

Public comment was invited. There was none.

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt the minutes of February 15, 2021 as submitted.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve bill listings for payment: Payroll and taxes in the amount of \$22,523.71; General Fund checks #25205-25240 in the amount of \$42,352.63; Liquid Fuels Fund checks #1820-1824 in the amount of \$15,197.23; Sewer Fund checks #462-465 in the amount of \$3,372.46.

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

On a motion by Weaver/Dearolf, the Board voted unanimously to approve the request to use Township roads for a 5K race on September 18, 2021 by the Clinic for Special Children.

On a motion by Weaver/Dearolf, the Board voted unanimously to conditionally approve PC2021-03, the land development plan for 900 Winter Hill Road, Zion UCC. All comments of the Solanco Engineering, Associate's letter dated February 2, 2021 must be satisfied.

On a motion by Weaver/Dearolf, the Board voted unanimously to conditionally approve SWM2020-03, stormwater management plan for 249 Herr Road, Ivan Fisher. All comments of the Solanco Engineering, Associate's letter dated February 19, 2021 must be satisfied.



On a motion by Weaver/Dearolf, the Board voted unanimously to approve the reduction of escrow for Lot #3 Sawmill Road, Daniel E. Beiler, by \$33,164.70. The remaining balance will be \$6,635.70.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve the Chairman sign the Conservation Easement Agreement for 550 Bunker Hill Road, Scenic Trails, LLC. The Chairman requested any and all new owners of the resulting properties are notified of the easement agreement terms to reduce the risk of trees being removed.

On a motion by Dearolf/Weaver, the Board voted unanimously to ratify and affirm the appointment of the Treasurer as the Township's representative and to sign the Examination Engagement Letter for the Auditor General's 2018-2019 Liquid Fuels Audit which took place on February 24, 2021.

The Board had a lengthy discussion of the proposed text amendment to the Gateway North Zone Mixed Use, including different options to concentrate and limit proliferation of townhouse/apartment complexes in the Township. The matter was tabled until the April 5th meeting to allow the Board time to consider those options.

Applications for the March 9<sup>th</sup> Zoning Hearing Board meeting were reviewed. The Board was neutral on 950 Orchard Road and opposed the inclusion of a business in addition to the dwelling requested for 2003 Beaver Valley Pike.

There being no further business before the Board, the Supervisors adjourned at 9:30 p.m.

Judith G. Willig  
Township Secretary

May 3, 2021

The Strasburg Township Board of Supervisors held their regular meeting on Monday, May 3, 2021, at 7:30 p.m. at the Refton Community Fire Company, 99 Church Street, Refton 17568. Present were Peggy Dearolf, C. Michael Weaver and Thomas Willig; Administrator Mark Deimler; Treasurer Connie Kauffman.

Guests: Brenden Curry, Diane Winters, Ron Rinier, Tony Todd, Ivan Fisher, Bill Potter.

The meeting was called to order at 7:30 p.m.

Public comment was invited. There was none.

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt the minutes of April 5, 2021 as submitted.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve bill listings for payment: Payroll and taxes in the amount of \$15,334.53; General Fund checks #25281-25320 in the amount of \$90,759.82; Sewer Fund checks #470-476 in the amount of \$11,372.15.

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

American Rescue Plan funds were discussed. Lost revenue from the annual Liquid Fuels allocation can be put in the General Fund for use on roads. Lost revenue from the Local Service Tax can be put in the General Fund. Renovations to the Refton Community Fire Company building to make it more usable as an emergency/disaster site is another potential use for the funds.

On a motion by Willig/Weaver, the Board voted unanimously to authorize the treasurer to open up a new bank account at PLGIT for the anticipated America Rescue Plan Act funds and expenditures.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve the Chairman sign the stormwater management agreement for SWM2020-03, 249 Herr Road, Ivan Fisher.

A request for a PADOT speed study on Beaver Valley Pike was discussed. A study was done approximately 5 years ago and a speed reduction was not deemed necessary. There is no harm in requesting another, but PADOT may deny the request. On a motion by Weaver/Dearolf, the Board voted unanimously

to approve the Secretary write a letter to PADOT requesting a study. Robinson could not appear.

Winters briefed the Board on conditions at the intersection of Bishop and Georgetown Road. There is an average of one accident a year with two in the last month. She is requesting a caution sign be erected on Bishop directing drivers to "Look left, right and left again". On a motion by Willig/Dearolf, the Board voted unanimously to approve the sign if it meets PADOT specifications.

Lapp appeared to ask the Board for clarification of a conservation easement applied to a property he has purchased on Bunker Hill Road. Some trees must be removed to construct a driveway and others to provide space for the dwelling and horse barn. There are no large, mature trees in either area. Lapp agreed to replace any trees over a 6" diameter with 1½ caliper/6' trees at the request of the Board.

A noise complaint from Borough Resident Lainhoff about events at the Strasburg Railroad (SRR) was reviewed. The Board directed the Secretary to ask Borough Manager Ecternach about the Borough's position and draft a letter to the SRR requesting moderation. Lainhoff did not appear.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve granting a non-building waiver for Zion UCC, 900 Winter Hill Road.

Sealed bids were opened in the following order:

Stone per ton delivered:

	2A	3A	8A	Rap
<b>Compass</b>	<b>\$12.30</b>	<b>\$15.05</b>	<b>\$24.05</b>	<b>\$25.30</b>
New Enterprise	\$16.35	\$19.10	\$24.10	\$22.10

Sealcoat per square yard applied:

<b>Martin Paving</b>	<b>\$1.54</b>
Asphalt Industries	\$1.73

Paving total cost:

<b>Long's Paving</b>	<b>\$63,664.80</b>
Pennsy	\$65,829.86

9.5 MM SuperPave per ton picked up: Awarding delayed to ascertain location of pick up plant

Allan Myers	\$60.00
New Enterprise	\$53.00

Those in bold awarded.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve the Refton Community Fire Company Fire Police assist with a charity motorcycle ride on June 12, 2021. All activity will be in other townships.

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt Resolution 2021-05 amending the 2021 General Fund/Liquid Fuels budget.

Zoning amendments for the Gateway North and Residential/R-1 zones were discussed. The Board reiterated their position density should be increase in Gateway North to relieve pressure on the developable R-1 land west of the Borough.

There being no further business before the Board, the Supervisors adjourned at 9:50 p.m.

Judith G. Willig  
Township Secretary

June 7, 2021

The Strasburg Township Board of Supervisors held their regular meeting on Monday, 2021, at 7:30 p.m. at the Refton Community Fire Company, 99 Church Street, Refton 17568. Present were Peggy Dearolf, C. Michael Weaver and Thomas Willig.

Guests: Brenden Curry, Bill Potter, Charles Landry

The meeting was called to order at 7:30 p.m.

Public comment was invited. Curry asked about the decision to move meetings back to the Township Building in July. Agendas are generally slower in the summer months and more people are vaccinated. Landry appeared to ask the Board about his complaints lodged with the Township about 959 May Post Office Road. The Board responded the Township always attempts to bring a property into compliance without legal action whenever possible. The Secretary was directed to ask the Zoning Officer about progress on the notice of violation sent and advise Landry.

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt the minutes of May 3, 2021 as submitted.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve bill listings for payment: Payroll and taxes in the amount of \$8,632.81; General Fund checks #25321-25361 in the amount of \$147,534.21; Escrow Fund checks #1125-1127 in the amount of \$44,220.36; Sewer Fund checks #477-481 in the amount of \$3,775.48.

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

On a motion by Weaver/Dearolf, the Board voted unanimously to award the asphalt picked up bid to Allan Myers due to the closer proximity of the supply plant.

On a motion by Weaver/Dearolf, the Board voted unanimously to ratify and approve the Refton Community Fire Company 2021 calendar of events and any other fund-raising opportunities which may arise.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve posting the 1990 International 4900 for sale on Municibid.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve release of escrow in the amount of \$43,620.36 for Aaron Glick, 371 Bunker Hill Road.

On a motion by Dearolf/Weaver, the Board voted unanimously to adopt Resolution 2021-07 amending the Strasburg Township Personnel Policy.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve the Refton Community Fire Company's request for assistance from the Strasburg Fire Company Fire Police on June 26 and October 16, 2021.

The draft zoning ordinance text amendment was reviewed and tabled until the August 2, 2021 meeting to gather some more information.

Zoning Officer's Report: Twenty-eight permits issued with receipts in the amount of \$10,776.35.

Sewage Enforcement Officer's Report: Three permits issued, one probe test and four inspections performed 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

July 6, 2021

The Strasburg Township Board of Supervisors held their regular meeting on Tuesday, July 6, 2021, at 7:30 p.m. at the Strasburg Township Municipal Building, 400 Bunker Hill Road.

**Board of Supervisors present:** C. Michael Weaver, Vice Chairman and Peggy Dearolf.

**Others present:** Connie Kauffman, Treasurer and Assistant Secretary, Mark Deimler, Twp. Engineer, Zoning Officer, and Administrator (Attended Virtually), Bill Potter, Planning Commission Chairman, Brenden Curry, LNP, Ron Rinier, Charles Landry, Amos L. Fisher and J. Fred Witmer.

**PUBLIC COMMENTS:** none

1. Weaver said the Chairman and Secretary are on a holiday and sought a motion to appoint Connie Kauffman as Assistant Secretary for the purpose of taking minutes for this meeting. On a motion by Dearolf/Weaver, the motion was unanimously approved.
2. Public comment was invited. Charles Landry, 961 May Post Office Road, appeared to follow up with the Board about the township keeping him posted regarding his complaint against 959 May Post Office Road. Weaver replied we try to keep our citizens informed as best we can within the parameters of our jobs and deferred to the Zoning Officer, Mark Deimler. Deimler responded there is a Complaint Report provided to the Board each month and any resident is entitled to it via the Right to Know process. Deimler said the issue is closed and the resident is in compliance since a self-closer was installed on the front vinyl gate and front cattle style gate now has a padlock. Landry asked if there are any township ordinances with limitations on frequency restrictions for "No Trespassing" signs as fourteen are posted on his neighbor's property. Weaver stated that the Trespass Law is governed by the Commonwealth of PA and Deimler added that there is no township ordinance or limitation on the number of signs.

Amos L. Fisher, 914 Orchard Road, presented a preliminary sketch proposal for a family-based harness shop business at his 2.45-acre residence in the Agricultural Zone. He explained the business is currently Fisher's Harness Shop on North Star Road and he would like to move part of the business to his property and build a 2,400 square foot harness shop building. Deimler updated the Board with background information and specified that the business does not qualify as a farm or home occupation so Fisher would need a use variance from the Zoning Hearing Board and a stormwater management plan. Fisher would need a second driveway which Deimler said would require a waiver by the Board of Supervisors during the land development plan approval. Weaver and Dearolf had no objection to the proposal.

3. On a motion by Dearolf/Weaver, the Board voted unanimously to approve the minutes from June 7, 2021.
4. On a motion by Dearolf/Weaver, the Board voted unanimously to approve the bill listings and payments for Payroll, General and Sewer Funds.
5. Kauffman commented that the American Rescue Plan Act funds have been received and are now reflected on the Treasurer's Report. Weaver stated the amount is \$226,556.51 and the township is in good financial status. Deimler asked the Board to consider spending \$10,000 of the ARPA funds to make the meeting room virtual for consultants, etc. to be able to present virtually. On a motion by Dearolf/Weaver, the Board voted unanimously to approve the Treasurer's Report.
6. Deimler informed the Board that the property at 3139 White Oak Road is primarily in Eden Township with only twenty-five feet of the driveway in Strasburg Township and verified this is a subdivision of

a two-acre lot with the new building in Eden Township. On a motion by Weaver/Dearolf, the Board voted unanimously to approve the waiver of plan processing for 3139 White Oak Rd for William and Betty Sigman.

#### **DEPARTMENTAL REPORTS:**

##### Zoning Hearing Board:

- A request for special exception at 455 Weaver Road for a short-term rental was discussed and the Board was in opposition since the owner does not reside on the property or a contiguous property.
- A request for a special exception at 1172 Penn Grant Road for Metzler Home Builders to expand a non-conforming use and variance to exceed permitted maximum height for an accessory structure was discussed with no opposition by the Board.
- A variance at 2940 White Oak Road for the Strasburg Pallet Company to reduce minimum rear yard setback was discussed and the Board was neutral.

##### Administrator's Report:

- Everything is going exceedingly well with the new Roadmaster and he is a good fit. He has connections with other townships with more reciprocity when additional manpower is needed for road projects.
- Weaver asked the chairman of the Planning Commission, Bill Potter, if the PC is supporting the ordinance on relocating high density housing, townhouses and duplexes. Potter responded that the Planning Commission is okay with duplexes and cluster housing in the R-1 Zone and with keeping townhouses and condominiums in the Gateway North Zone only.
- J. Fred Witmer, 1734 Beaver Valley Pike, asked about the location of the minimum setback for the 2940 White Oak Road proposed project (pending Zoning Hearing Board approval) since his sister owns a property to the west and the Beilers have damaged her driveway by using it for harvesting timber. Deimler responded he believes the setback would be to the rear of the property. Weaver said the Beilers can't use her driveway without her permission and the power rests with the citizen in this situation.

With no further business to discuss, Weaver adjourned the meeting at 8:15 p.m.

Respectfully submitted,

Connie Kauffman, Assistant Secretary



August 2, 2021

The Strasburg Township Board of Supervisors held their regular meeting on Monday, August 2, 2021, 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: Brenden Curry, Patrick Morrison, Sarah Young, Joyce Gerhart, Greg Hill, Jeff Rutt, Brent Good, Bill Potter

The meeting was called to order at 7:30 p.m.

Public comment was invited. There was none.

On a motion by Weaver/Dearolf, the Board voted to adopt the minutes of July 6, 2021 as submitted. Willig abstained.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve bill listings for payment: Payroll and taxes in the amount of \$12,691.85; General Fund checks #25394-25422 in the amount of \$72,887.64; Sewer Fund checks #486-491 in the amount of \$1,725.03.

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

David Lapp concerns were tabled to the September 7, 2021 meeting.

On a motion by Weaver/Dearolf, the Board voted unanimously to provide a letter of support for an application for a temporary liquor license for the "Rails and Ales" fundraiser scheduled for April 9, 2022 and to request Strasburg Fire Police assistance.

A lengthy discussion was held concerning proposed changes to the Gateway North (GN) zone and progress on the proposed Hartman Bridge Village mixed-use development. The creation of a new zone north of the Borough and contiguous with GN to contain higher density housing types (i.e. duplexes, townhouses and apartments) is being considered as a viable option to relieve some of the pressure from remaining R-1 properties. Deimler will draft an ordinance and present it to the Board in time for review prior to the September meeting.

PC2021-03, Ridgewall LLC, 1533 Village Road, final land development plan was presented by Gerhart and Young along with waiver requests. Deimler commented the Planning Commission had conditionally approved the plan and waivers at their July 12<sup>th</sup> meeting. He recommended resubmission of the plan with more of the comments of his review dated July 4, 2021 addressed. He recommended approval of the waiver of preliminary plan and release of 14 EDU's of sewer capacity.

On a motion by Weaver/Dearolf, the Board voted unanimously to grant a waiver of preliminary plan processing and conditionally approve the release of 14 EDU's of sewer capacity.

On a motion by Dearolf/Weaver, the Board voted unanimously to accept dedication of the water line installed by Millennium Partnership LP.

On a motion by Weaver/Dearolf, the Board voted unanimously to allocate approximately \$15,000.00 of ARPA funds for remote/virtual access of Township facilities by staff, applicants and consultants.

On a motion by Weaver/Dearolf, the Board voted unanimously to authorize the Treasurer to sign the Electronic Check Deposit Agreement with PLGIT.

On a motion by Weaver/Dearolf, the Board voted unanimously to award the Township Building roof replacement to the lowest bidder, JS Roofing.

On a motion by Weaver/Dearolf, the Board voted unanimously to award the winning Municibid for the 2009 International truck and authorize the Secretary to execute all documents necessary for transfer of ownership.

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt Resolution 2021-08 to amend the 2021 General Fund/Liquid Fuels Budget for ARPA funds.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve reimbursement of the cost for materials to repair the course sign for Ship Rock Disc Golf damaged by vandals. The approximate cost is \$225.00.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve the Secretary contact the Solicitor to draft rules and regulations for the Township Park.

The Zoning Officer reports ive permits issued with receipts in the amount of \$769.00.

The Sewage Enforcement Officer reports three permits issued, two perc/probe tests and four inspections performed with receipts in the amount of \$850.00.

There being no further business before the Board, the Supervisors adjourned at 10:50 p.m.

Judith G. Willig  
Township Secretary

September 7, 2021

The Strasburg Township Board of Supervisors held their regular meeting on Monday, September 7, 2021, 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.

Guests: Bill Potter, David Lapp, Greg Hill, Sarah Young, Jeff Rutt, J. Gerhart

The meeting was called to order at 7:30 p.m.

Public comment was invited. There was none.

On a motion by Dearolf/Willig, the Board voted unanimously to adopt the minutes of August 2, 2021 as submitted.

On a motion by Dearolf/Willig, the Board voted unanimously to approve bill listings for payment: Payroll and taxes in the amount of \$16,473.66; General Fund checks #25423-25459 in the amount of \$51,477.59; Sewer Fund checks #492-497 in the amount of \$4,376.42; Liquid Fuels checks #1828-1829 in the amount of \$97,061.02; American Rescue Plan Act Fund checks in the amount of \$2,323.72.

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

Lapp appeared to ask for Board direction on removal of trees on his recently purchased property on Bunker Hill Road considering the conservation easement agreement attached to the property. The Board and Deimler recommended Lapp contact the Lancaster County Conservation District and ask about a professional forester's evaluation and which trees must come down for the long-term health of the woods. The township will then make a decision whether to approve the removal.

On a motion by Dearolf/Willig, the Board voted unanimously to approve PC2021-03, final land development plan for Ridgewall LLC, 1533 Village Road and all requested waivers on condition comments of Solanco Engineering letter dated August 23, 2021 are satisfied.

On a motion by Dearolf/Willig, the Board voted unanimously to approve stormwater management plan SWM2021-01 for Reuben King, 2282 White Oak Road.

On a motion by Dearolf/Willig, the Board voted unanimously to approve PC2021-04 for Levi Fisher Lot Add-On, 308 North Star and 404 Hartman Bridge Roads.

The budget discussion was tabled to the October 4, 2021 meeting due to the absence of Supervisor Weaver.

On a motion by Dearolf/Willig, the Board voted unanimously to approve the Township Solicitor advertise proposed text amendment Ordinance #115 pertaining to density and housing types in the Gateway North and R-1 zones and creating a new R-2 zone and forward to the Strasburg Township and Lancaster County Planning Commissions for review.

On a motion by Dearolf/Willig, the Board voted unanimously to approve putting the land leases for the Township Park out to bid.

On a motion by Dearolf/Willig, the Board voted unanimously to approve wage increases for the Township Road Crew.

On a motion by Dearolf/Willig, the Board voted unanimously to acknowledge receipt of the declaration of Parke and Sheila Ranck to add their property to the Township Agricultural Security Area and to utilize the 180-day procedure.

On a motion by Dearolf/Willig, the Board voted unanimously to approve the Refton Community Fire Company fire police assist with Strasburg Borough's Halloween parade on October 28, 2021.

On a motion by Dearolf/Willig, the Board voted unanimously to accept the 2022 Minimum Municipal Obligation (MMO) for the defined benefit plan.

On a motion by Dearolf/Willig, the Board voted unanimously to accept the 2022 MMO for the defined contribution plan.

The Board had no opposition to the Zoning Hearing Board application for 62 Refton Road.

The Zoning Officer reports eight permits issued with receipts in the amount of \$2,636.64

The Sewage Enforcement Officer reports two perc/probe tests and inspections performed; one violation complaint investigated with receipts in the amount of \$700.00.

There being no further business before the Board, the Supervisors adjourned at 8:03 p.m.

Judith G. Willig  
Township Secretary

October 4, 2021

The Strasburg Township Board of Supervisors held their regular meeting on Monday, October 4, 2021, 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: Brian Masterson, Bruce Ryder, Kathy Rubincam, Steve Shenk, Kathryn Wieand, Mark Raine, Brian Veety, Pat Lukacs, Carl Esh, Terry Sweigert, Garrett Weaver, Ken Meck

The meeting was called to order at 7:30 p.m.

Public comment was invited. Rubincam had a complaint about graffiti and a clogged stormwater management basin on Sides Mill Road. Deimler responded the road crew had already painted over or removed the most offensive of the graffiti and is prioritizing road work. The storm basin will be addressed. He added the bridge on Sides Mill Road is scheduled to be replaced in Spring 2022.

On a motion by Dearolf/Willig, the Board voted to adopt the minutes of September 7, 2021 as submitted. Weaver abstained.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve bill listings for payment: Payroll and taxes in the amount of \$14,659.96; General Fund checks #25460-25490 in the amount of \$73,272.27; Sewer Fund checks #498-501 in the amount of \$2,059.01; Escrow Fund check #1128 in the amount of \$300.00.

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

On a motion by Weaver/Dearolf, the Board voted unanimously to grant permission to use Township roads for "Kat's 5K" on May 7, 2022 and approve requesting assistance from the Strasburg, Refton, Quarryville and Bart Fire Police.

On a motion by Weaver/Dearolf, the Board voted unanimously to modify the agenda to include items #6-7.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve PC2021-05, lot add-on plan for 206 North Star Road, Isaac S. Lapp on condition all comments of Solanco Engineering Associates letter dated August 23, 2021 are satisfied.

Residents of Robby and Martin Lane (Weiland, Shenk, Lukacs, Esh, Veety, Raine and Sweigert) appeared to request the Township provide relief from an ongoing severe stormwater runoff problem due to a new house being constructed at 13 Martin Lane. Workers have trespassed on private property to move earth and remove trees, runoff from the now clear-cut lot has caused damage to homes and drain fields, runoff is going onto Township roads leaving mud and debris. Deimler responded the Township is doing what it can within the limits of its powers: A notice of violation and cease and desist order have been sent; the permit has been revoked; multiple site visits by Deimler and his staff have been conducted; a major stormwater management plan must be submitted and approved by the Township before any more earth disturbance of any kind is permitted; runoff onto the road can be addressed in the right-of-way. The Township cannot perform any work on private property. Lancaster County Conservation District and DEP have the ability to enforce compliance and impose penalties. The Board assured them the Township will continue to do everything within its power to apply pressure on the builder and homeowners.

The 2022 budget was reviewed. Ryder appeared to request the Township consider increasing the police coverage line item to \$60,000.00 in order to help cover the expense of a new police officer. The inter-municipal agreement would need modification to allow expanded services to patrol the Gateway North, R-1 and Railroad Heritage zones. Part of each shift would be dedicated to the Township for 911/call response, traffic and speed details. The Treasurer reported the Township: can recoup revenue losses from 2020 for approximately \$66,500.00 from the ARPA funds; will receive approximately \$204,000.00 for fee in lieu of open space money which can be used to pay off the balance of the Park loan with money left over for other projects at the Park. The discussion will continue at the November 1, 2021 meeting.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve a waiver of land development for 1172 Penn Grant Road, Metzler Home Builders.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve the Township Solicitor advertise a public hearing for proposed Ordinance #117 pertaining to installation of small wireless facilities.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve health insurance renewals for 2022: UPMC and Highmark.

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt a seal as the official representation of the Township subject to final approval of a revised design and authorize the Secretary to update any Township facilities or documents to use the adopted seal. Weaver offered the following explanation of the symbols represented by the seal for the record: The coat of arms, a red

shield with a diagonal white band, are of Alsace-Lorraine, the municipality surrounding the city of Strasbourg, France for which our Township is named. The crenellated crown represents the sovereignty of the people and government entity. The gold and blue bands encircling the shield represent the colors of the Commonwealth of Pennsylvania. The green foliage represents the agricultural farming foundation of the Township.

On a motion by Weaver/Dearolf, the Board voted unanimously to ratify and affirm approval for the Refton Community Fire Company fire police assist at the Solanco Fair parade on September 15<sup>th</sup>.

On a motion by Weaver/Dearolf, the Board voted unanimously to ratify and affirm hiring a part-time employee to do roadside mowing.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve ballot selections for PSATS Health Insurance Cooperative Trust, Municipal Pension Trust and Unemployment Compensation Group Trust.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve 2022 mowing for Ship Rock Disc Golf course.

The Board was neutral on the Zoning Hearing Board application.

The Zoning Officer report: Seven permits issued with receipts in the amount of \$1,043.79

The Sewage Enforcement Officer report: Two inspections and one perc test performed and two permits issued with receipts in the amount of \$700.00

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

Judith G. Willig  
Township Secretary

November 1, 2021

The Strasburg Township Board of Supervisors held their regular meeting on Monday, November 1, 2021, at 7:30 p.m. at the Strasburg Township Municipal Building, 400 Bunker Hill Road. Present were Michael Weaver and Thomas Willig; Administrator Mark Deimler; Treasurer Connie Kauffman.

Guests: Bob May, Bill Potter, Greg Hill, Jeff Rutt, Doyle Heisey, Porter Stevens, Ivan Fisher, Levi Fisher

The meeting was called to order at 7:30 p.m.

Public comment was invited. There was none.

On a motion by Weaver/Willig, the Board voted unanimously to adopt the minutes of October 4, 2021 as amended.

On a motion by Weaver/Willig, the Board voted unanimously to approve bill listings for payment: Payroll and taxes in the amount of \$13,068.33; General Fund checks #25491-25523 in the amount of \$91,065.21; Sewer Fund checks #502-507 in the amount of \$2,193.55; Escrow Fund Checks #1129 in the amount of \$500.00; ARPA Fund checks #1003 in the amount of \$1,489.95.

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

At approximately 7:45 pm, a hearing was opened for proposed Ordinance #116 revising regulations in the Gateway North and R-1 zones and creating a new R-2 zone.

- The hearing was properly advertised and notifications were sent to all affected property owners.
- The ordinance was reviewed by the LCPC and Township PC
- Both planning agencies recommended increasing the density of townhouses and duplex units in the R-2 zone to 5.5 per acre from the proposed 4 per acre
- Both planning agencies agree there are no suitable parcels to expand the Urban Growth Area around the Borough

On a motion by Willig/Weaver, the Board voted unanimously to adopt the Ordinance as amended.

The Board continued review of the 2022 draft budgets. May appeared to request an additional \$5,294.00 contribution for LEMSA citing a crisis in emergency services and the need to increase wages to attract and retain staffing. The Board



supports a strong, local emergency service and agreed to increase the 2022 contribution to \$7,794.00.

On a motion by Weaver/Willig, the Board voted unanimously to adopt a 2022 draft General Fund budget as amended and a 2022 draft Sewer Fund budget as submitted to post for public review and comment.

At approximately 9:30 pm, a hearing was opened for proposed Ordinance #117 regulating small wireless facilities and use of public right-of-way.

- The hearing was properly advertised.

On a motion by Weaver/Willig, the Board voted unanimously to adopt the Ordinance as submitted.

On a motion by Weaver/Willig, the Board voted unanimously to adopt Resolution 2021-09 per the sewage planning module for 130 Strubel Road.

On a motion by Weaver/Willig, the Board voted unanimously to authorize signing a holding tank agreement for 1172 Penn Grant Road, Metzler Home Builders.

On a motion by Weaver/Willig, the Board voted unanimously to authorize signing the following agreements for 1533 Village Road, Ridgewall LLC: Land Development; Sewer and Water; Road Maintenance Easement; Utility Easements; Stormwater Management.

The Board had no position on any of the Zoning Hearing Board applications for the November 10<sup>th</sup> hearings.

The Board agreed to compensate the Roadmaster for time lost due to COVID on condition he understands he has no more time off for the remainder of the year.

The Zoning Officer reports eleven permits issued with receipts in the amount of \$1,751.70

The Sewage Enforcement Officer reports One inspection and one perc test performed and five permits issued with receipts in the amount of \$950.00.

There being no further business before the Board, the Supervisors adjourned at 11:30 p.m.

Judith G. Willig  
Township Secretary

December 6, 2021

The Strasburg Township Board of Supervisors held their regular meeting on Monday, December 6, 2021, 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. Administrator Mark Deimler participated remotely.

Guests: Pepper and Diane Goslin, John Stoltzfus, Lenny Weitzel, Jason Shaner, David Lapp, Jeff Swinehart, Jeb Musser, Isaac Thomas, Brenden Curry

The meeting was called to order at 7:30 p.m.

Public comment was invited. Goslin, 931 N. Old Road, requested to be put on the January 3, 2021 agenda to discuss rezoning his property to Commercial. Stoltzfus and Weitzel requested the Board consider donating an additional \$50,000 for 2022 and 2023 to enable the purchase of a rescue pumper apparatus. The Board will consider the additional contribution.

On a motion by Weaver/Willig, the Board voted unanimously to adopt the minutes of November 1, 2021 as submitted.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve bill listings for payment: Payroll and taxes in the amount of \$12,211.66; General Fund checks #25524-25563 in the amount of \$52,859.06; Sewer Fund checks #5508-5515 in the amount of \$8,601.88 Liquid Fuels checks #1830-1831 in the amount of \$7,376.46.

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

Shaner and Lapp presented SWM2021-02, 504 Bunker Hill Road for conditional approval.

- The only outstanding comments from the Solanco Engineering review letter of November 26, 2021 are of a housekeeping nature
- There is no plan to remove any trees
- The conservation easement kept disturbance to a minimum

Willig thanked both Shaner and Lapp for their efforts in preserving the woodland. On a motion by Willig/Weaver, the Board voted unanimously to approve the plan subject to satisfaction of all comments of the November 26th review letter.

Swinehart and Musser presented the Board with information pertaining to farmland preservation and ways the Township can encourage that preservation.

They reported the Township has 63 preserved farms totaling 3,500 acres which is approximately 30% of all land zoned Agricultural. An additional 7,400 acres is in the Township Agricultural Security Area (ASA). The County has created designated Preservation Priority Areas (PPA). In Strasburg Township, 2,200 acres in the PPA are neither preserved nor in the ASA. Some of the ways the Township could encourage more participation include: direct mailings; informational meetings at the Municipal Building or Fire Hall with multiple agencies presenting preservation options; posting information on the Township website; amending the Township Zoning Ordinance to include Transfer Development Rights; establish a fund to help local farms on the preservation waiting list.

Thomas presented the property, liability and worker's compensation insurance renewal options for 2022. The current carrier, CAN, came back with a 34% premium increase and Thomas recommended Paragon/Trident. Their quote was a 12% reduction from CNA's 2021 premium and includes cyber insurance. AmTrust will continue as the Township worker's compensation insurance carrier. He recommended the Board consider adding a site pollution policy in 2022. It can be implemented outside the other policy renewal cycle.

On a motion by Dearolf/Weaver, the Board voted unanimously to approve entering into an intermunicipal agreement with Strasburg Borough to provide more comprehensive police coverage.

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt Resolution 2021-14 for the intermunicipal agreement

On a motion by Weaver/Dearolf, the Board voted unanimously to approve a 3% wage increase for Township employees.

On a motion by Weaver/Dearolf, the Board voted unanimously to approve the 2022 General Fund/Liquid Fuels Fund and Sewer Fund final budgets.

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt Resolution 2021-12 levying taxes for 2022 at .555 mills.

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt Resolution 2021-13 appropriating funds for 2022.

On a motion by Weaver/Dearolf, the Board voted unanimously to adopt Resolution 2021-10 per the sewage planning module for Ridgewall LLC, 1533 Village Road.

On a motion by Weaver/Dearolf, the Board voted unanimously to accept the resignation of the elected Tax Collector and appoint Lancaster County Treasurer to collect taxes for 2022.

On a motion by Weaver/Dearolf, the Board voted unanimously to appoint Terry Smith and Brad Leaman to fill vacancies on the Planning Commission.

On a motion by Dearolf/Weaver, the Board voted unanimously to adopt Resolution 2021-11 appointing June Mengel to serve on the Zoning Hearing Board beginning January 2022. She will be filling a vacancy created by the resignation of Robert Rush after decades of faithful service on the Zoning Hearing Board.

Reviewing the Zoning Hearing Board applications, the Board's only recommendation was to impose hours of operation for ZHB2021-14, 964 Eisenberger Road.

Zoning Officer's Report: Fourteen permits issued with receipts in the amount of \$5,020.14

Sewage Enforcement Officer's Report: Three inspections and two perc tests performed and one permit issued with receipts in the amount of \$1,050.00

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

Judith G. Willig  
Township Secretary