

BOARD OF SUPERVISORS MEETING, January 17, 2024

Minutes of the Pequea Township Board of Supervisors meeting held at 7:00 on January 17, 2024 at the Pequea Township Municipal Building

Present at the meeting were:

Harry Lehman, Chairman
Tom Haas, Vice-Chairman
Jeff Kreider, Supervisor
Eric Lucas, Supervisor
Mike Novak-Supervisor

Others present:

Steven Smith Charles Barto-LNP
Dawn Rineer Jason Topper
Rob Reidenbach-Twp, Asst./Rec. Sec.

CALL TO ORDER: Chairman Lehman called the meeting to order at 7:00 PM.

Pledge of Allegiance

ANNOUNCEMENTS:

- Public meetings may be both audio and video recorded.
- An Executive session was held January 2 at 7:00 pm to discuss legal matters.
- An Executive session was held at 6:45 tonight (1/17/24) to discuss personnel matters.

MINUTES of PREVIOUS MEETINGS:

1. Consider approving the minutes of the December 20, 2023 Board of Supervisors Budget Adoption Hearing Meeting

Supervisor Kreider moved to approve the minutes of the December 20, 2023 Board of Supervisors Budget Adoption Hearing Meeting. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed; Supervisor Novak absent.

2. Consider approving the minutes of the December 20, 2023 Board of Supervisors Ordinance Hearing Meeting

Supervisor Lucas moved to approve the minutes of the December 20, 2023 Board of Supervisors Ordinance Hearing Meeting. Supervisor Kreider seconded the motion. All voted in favor; none opposed; Supervisor Novak absent.

3. Consider approving the minutes of the December 20, 2023 Board of Supervisors Meeting

Supervisor Lucas moved to approve the minutes of the December 20, 2023 Board of Supervisors Meeting. Supervisor Kreider seconded the motion. All voted in favor; none opposed; Supervisor Novak absent.

4. Consider approving the minutes of the January 2, 2024 Board of Supervisors Re-Org Meeting

Supervisor Lucas moved to approve the minutes of the January 2, 2024 Board of Supervisors Re-Org Meeting. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed; Supervisor Novak absent.

TREASURER'S REPORT: A copy of the bill list is on the table

Vice-Chairman Haas moved to approve checks #14916-14952 from the General Fund/ checks # 2099-2102 from the Recreation Fund. Supervisor Kreider seconded the motion. All voted in favor; none opposed.

PUBLIC COMMENTS:

*Chairman Lehman gave a synopsis of the 13 agenda items.

*Jason Topper told the Board of how the West Willow Fire Company planned to use the donated police car to house and transport their drone. He gave some specs on the drone and told of the varied uses planned for the drone to serve the public and make things easier and safer for the firemen.

ITEMS ON THE AGENDA: none

ITEMS NOT ON THE AGENDA: none

OLD BUSINESS: none

NEW BUSINESS:

1. Discuss Bid Packages for budgeted General Fund and Highway (State) Funds for road and bridge work in 2024

Vice-Chairman Haas moved to authorize the Secretary to advertise the acceptance of bid packages for the following roads from the General Fund: Run Valley Road, Clearview Road and, Shultz Road.

Chairman Lehman seconded the motion. All voted in favor; none opposed. Supervisor Novak returned for the remainder of the meeting.

Vice-Chairman Haas then moved to authorize the Secretary to advertise the acceptance of bid packages for the road work from the Highway Fund: Silver Mine Road and Hill Road. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

2. Discuss Suburban Lancaster Sewer Authority (SLSA) request for 15 EDU's for Willow Valley Laundry/ Operations Center at 480 Millwood Road

Chairman Lehman moved to grant 15 EDU's to Willow Valley's Laundry/Operations Center. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

3. Consider approval of West Willow and New Danville Fire Companies 2024 Events

Supervisor Novak moved to approve the West Willow Fire Company's 2024 calendar of events for the stated dates. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

4. Consider Pioneer Management, LLC request #2 for reduction of LINKBANK Irrevocable Standby Letter of Credit #6200099752 for work completed on West Penn Grant Self-Storage (DMR Willow LLC)

Supervisor Lucas moved that we approve the West Penn Grant Self-Storage Letter of Credit Reduction, Request #2 for the As-Built Plan Review #2 and reduce the letter of credit by \$10,500 and establish a new amount equal to \$10,300. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

5. Consider renewal purchase(s) of Certificates of Deposit from the Money Market Fund via Resolution

Chairman Lehman moved to pass **Resolution #681-2024, a Resolution of the Board of Supervisors of the Township of Pequea, Lancaster County, Pennsylvania authorizing the purchase of a \$100,000 one year Certificate of Deposit.** Supervisor Novak seconded the motion. All voted in favor; none opposed.

6. Consider purchase(s) of Certificates of Deposit form Capital Reserve Fund for Roads, Bridges & Culverts via Resolution

Chairman Lehman moved to pass **Resolution #682-2024, a Resolution of the Board of Supervisors of the Township of Pequea, Lancaster County, Pennsylvania, authorizing the purchase of a one year Certificate of Deposit in the approximate amount of \$239,423.82.** Supervisor Novak seconded the motion. All voted in favor; none opposed.

7. Consider purchase(s) of Certificates of Deposit from Capital Reserve Fund for Equipment via Two (2) Resolutions

Chairman Lehman moved to pass **Resolution #683-2024, a Resolution of the Board of Supervisors of the Township of Pequea, Lancaster County, Pennsylvania, authorizing the purchase of a Certificate of Deposit for equipment from the Capital Reserve for \$225,000 for a one year term.** Supervisor Novak seconded the motion. All voted in favor; none opposed.

Chairman Lehman then moved to pass **Resolution #684-2024, a Resolution of the Board of Supervisors of the Township of Pequea, Lancaster County, Pennsylvania, authorizing the purchase of a Certificate of Deposit in the approximate amount \$111,471.93 for a one year term for the Capital Reserve Equipment Fund.**

8. Consider Purchase of Police Cruiser from American Rescue Plan Funds via Resolution

Chairman Lehman moved to pass **Resolution # 685-2024, a Resolution of the Board of Supervisors of Pequea Township, Lancaster County, Pennsylvania, to designate American Rescue Plan Funds for the purchase of a Police Car in the amount of \$55,000.** Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

9. Consider adjustment of Part-Time Police Officers' hourly wage

Supervisor Lucas moved to increase officer Brad Shenk's wage to \$30.00 per hour effective 1/14/24. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

10. Consider destruction of documents that comply with PA Municipalities Record Retention Schedule- from years 2013 through 2023 via Resolution

Supervisor Kreider moved to authorize the destruction of documents that comply with PA Municipalities Record Retention Schedule- from years 2013 through 2023 via Resolution #686-2024.

Supervisor Novak seconded the motion. All voted in favor; none opposed

BOS-1/17/24-P4

11. Authorize Youth Soccer Club to use Silver Mine Park

Chairman Lehman moved to approve the use of the Silver Mine Park recreation fields for Soccer Shots Soccer Program providing proper liability insurance is provided to the Township. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

12. Authorize Police Car Donation to West Willow Fire Company

Supervisor Novak moved to pass **Resolution #687-2024, a Resolution of the Township of Pequea, Lancaster County, Pennsylvania to donate a Ford 2013 Police Cruiser to West Willow Fire Company.** Chairman Lehman seconded the motion. All voted in favor; none opposed.

13. Consider request #1 for Reduction of Fulton Bank Irrevocable Standby Letter of Credit No. STB914 for work completed at 77 Herrville Road-Brent and Deb Risser.

Supervisor Lucas moved that we approve Brent Risser's 77 Herrville Road Financial Security Release #1 and reduce the escrow by \$55,850.90 and establish the new amount equal to \$172,530.14.

Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

REPORTS/UPDATES:

Pequea Township Police Report- Chief's December report on table.

Pequea Township Road Department- Road Department. Supervisor Haas reported the road crew has been busy with storm details.

Lancaster Inter-Municipal Committee- Representative's Update- no meeting in January

Suburban Lancaster Sewer Authority- Representative's Update-meeting held 12/20/23

Zoning/Code Enforcement Officer- Reports on file

Pequea Township Zoning Hearing Board- hearing held 1/2/24-DLD Investments LLC for 351 Sprecher Rd.

Pequea Township Planning Commission- no meeting in December

Pequea Township Safety Committee- Meeting held 1/3/24

Chairman Lehman updated the Board on the approximate 1.3 million dollars in Capital Reserve now invested in Certificates of Deposit:

Roads, Culverts, Bridges-503K

Recreation Fund-370K

Future Expenses-460K

Equipment Fund-336K

Meeting adjourned at 7:49 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Rob Reidenbach". The signature is written in dark ink and is positioned above the printed name.

Robert Reidenbach, Township assistant/recording secretary

Lequea Township Board of Supervisors
Ordinance Hearing 6:30p & Business Meeting 7:00pm
January 17, 2024

Lequea Township Municipal Bldg. Willow Street, PA

Name & address or Company

Sign In Sheet

1. Charles Park LWP
2. Steven Smith
3. Dawn Kain Tax
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.