

# BOARD OF SUPERVISORS MEETING- December 18, 2024

Minutes of the Pequea Township Board of Supervisors meeting held at 7:00 on December 18, 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:

Jackie Johns	Della Kreider
Brenden Curry-LNP	Mary Rohrer
Dawn Rineer	Jason Topper
Brad Shenk	Ken Stauffer
Davis Espenshade	Wyatt Rohrer

**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.
- There was a personnel meeting held after the Budget Hearing on December 4, 2024..
- The Board of Supervisors Re-Organization Meeting for 2025 will be held on Monday, January 6, 2025 at 7:00 pm..

## MINUTES of PREVIOUS MEETINGS:

### 1. Consider approving the minutes of the November 20, 2024 Board of Supervisors Meeting

Supervisor Lucas moved to approve the minutes of the November 20, 2024 Board of Supervisors Meeting. Supervisor Kreider seconded the motion. All voted in favor; none opposed.

### 2. Consider approving the minutes of the December 4, 2024 Budget Hearing Meeting

Supervisor Lucas moved to approve the minutes of the December 4, 2024 Budget Hearing Meeting. Supervisor Novak seconded the motion. All voted in favor; none opposed.

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

Vice-Chairman Haas moved to approve the Treasurer's Report: checks #15430-15452 from the General Fund/checks #2187-2193 from the Recreation Fund/checks #96 from the Escrow Fund/check #1019 from the American Rescue Plan Fund/checks #1218-1219 from the Donation Fund/ checks #422-423 from the Highway Aid Fund. Supervisor Lucas seconded the motion. All voted in favor; none opposed.

## YEAR IN REVIEW:

**BOS-12/18/24-P2**

Chairman Lehman read and made comments on the Year In Review. (see attached at end of minutes). He then moved to have the Year In Review added to the meeting's minutes. Vice-Chairman Haas seconded the motion. All voted in favor; none opposed.

**PUBLIC COMMENTS:** (following Chairman Lehman's synopsis of the 10 agenda items)

**Items on the agenda:** none

**Items not on the agenda:**

- Jackie Johns thanked the Board for their hard work and wished all a Merry Christmas.
- David Espenshade commented on his stormwater runoff concerns on his property and requested to see the Stormwater Management Plan for 5 Lark Lane.

**OLD BUSINESS:** none

## NEW BUSINESS

### 1. Consider Request for Reinstatement of the Stormwater Management Plan-5 Lark Lane

Supervisor Lucas moved to reinstate the previously approved Stormwater Management Plan for 5 Lark Lane. Supervisor Kreider seconded the motion. All voted in favor; none opposed.

### 2. Consider Approval to Renew CD Purchase out of Capital Reserve Funds for Roads, Bridges, etc. via Resolution #711-2024

Chairman Lehman moved to pass **Resolution #711-2024, a Resolution of the Board of Supervisors of the Township of Pequea, Lancaster County, Pennsylvania, Authorizing the Renewal of 2 Certificates of Deposit, each for the approximate amount of \$124,839.75.** Supervisor Novak seconded the motion. All voted in favor; none opposed.

### 3. Consider Approval to Renew CD Purchase out of Capital Reserve Funds for Equipment via Resolution #712-2024

Chairman Lehman moved to pass **Resolution #712-2024, a Resolution of the Board of Supervisors of Pequea Township, Lancaster County, Pennsylvania, Authorizing the Renewal of a Certificate of Deposit in the Approximate Amount of \$235,872.00.** Supervisor Novak seconded the motion. All voted in favor; none opposed.

### 4. Consider Approval to Renew CD Purchase out of Operating Reserve via Resolution #713-2024

Chairman Lehman moved to pass **Resolution #713-2024, a Resolution of the Board of Supervisors of the Township of Pequea, Lancaster County, Pennsylvania, Authorizing the Renewal of a Certificate of Deposit in the Approximate Amount of \$171,962.21.** Supervisor Novak seconded the motion. All voted in favor; none opposed.

### 5. Consider Approval to Renew CD Purchase out of Operating Reserve via Resolution #714-2024

Chairman Lehman moved to pass **Resolution #714-2024, a Resolution of the Board of Supervisors of Pequea Township, Lancaster County, Pennsylvania, Authorizing the Renewal of a Certificate of Deposit in the Approximate Amount of \$171,945,84.** Supervisor Novak seconded the motion. All voted in favor;

none opposed.

**BOS-12/18//24-P3**

**6. Consider Approval to Liquidate CD of Capital Reserve from Money Market Funds Account via Resolution #715-2024**

Chairman Lehman moved to pass **Resolution # 715-2024, a Resolution of the Board of Supervisors of the Township of Pequea, Lancaster County, Pennsylvania, Authorizing the Liquidation of a Certificate of Deposit in the Approximate Amount of \$100,000.00.** Supervisor Novak seconded the motion. All voted in favor; none opposed.

**7. Consider Approval to Liquidate CD of Capital Reserve Held in General Fund via Resolution #716-2024**

Chairman Lehman moved to pass **Resolution #716-2024, a Resolution of the Board of Supervisors of Pequea Township, Lancaster County, Pennsylvania, Authorizing the Liquidation of a Certificate of Deposit in the Approximate Amount of \$110,000.00.** Supervisor Novak seconded the motion. All voted in favor; none opposed.

**8. Consider Approval to Authorize the Transfer of Encumbered Monies from the General Fund to the Capital Reserve Fund via Resolution # 717-2024**

Chairman Lehman moved to pass **Resolution #717-2024, a Resolution of the Board of Supervisors of the Township of Pequea, Lancaster County, Pennsylvania, Authorizing the Transfer of Unencumbered Monies from the General Fund to the Capital Reserve Fund in the Amount of \$200,000.00.** Supervisor Lucas seconded the motion. All voted in favor; none opposed.

**9. Consider Approval of the Memorandum of Understanding (MOU) with Conestoga Township**

Supervisor Novak moved to authorize the signing of the Memorandum of Understanding (MOU) between Pequea Township and Conestoga Township as set forth in this document. Supervisor Kreider seconded the motion. All voted in favor; none opposed.

**10. Consider Approval of the Generator and HVAC Quotes from Groff's**

Supervisor Kreider moved that we accept the bid from Groff Plumbing regarding the generators and air conditioning unit for approximately \$55,788.00. Supervisor Lucas seconded the motion. All voted in favor; none opposed. Kreider added that additional costs may be incurred.

**REPORTS/UPDATES:**

**Pequea Township Police Report-** Chief's November report on table

**Pequea Township Road Department-** Roadmaster report on table

**Lancaster Inter-Municipal Committee-** meeting December 11, 2024. Supervisor Kreider reported that despite having no bacon at their breakfast, they still managed to successfully meet. The Countywide Radio System is on hold. Roughly 300,000 9-1-1 calls are received each year. Lancaster is instituting Home Rule which will rely more on earned income tax and less on property tax. A county-wide property reassessment will be done in 2027.

**Suburban Lancaster Sewer Authority-** meeting held December 18, 2024. Supervisor Lucas reported that SLISA



successfully passed its audit and approved its new budget. They have the necessary equipment to handle sewage equipment breakdowns at its sites. The improvements at the main sewage outlet on New Danville Pike are nearly complete, despite the many engineering problems encountered. Conestoga Township is in discussion with SLISA over a sewage system for its main street area.

**BOS-12/18/24-P4**

**Zoning/Code Enforcement Officer-** Reports on file

**Pequea Township Zoning Hearing Board-**meeting held December 3, 2024

**Planning Commission-** meeting on December 19, 2024

**Pequea Township Safety Committee-** Meeting held December 4, 2024.

**Pequea Township Emergency Management-**

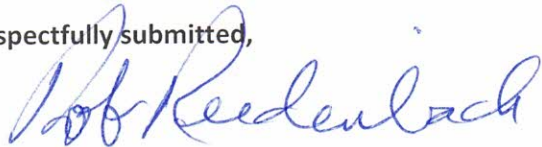
**Closing Comments:**

Chairman Lehman reflected on the Board's challenges and hard work over the past five years, especially restoring the Township's financial position, keeping the police and finding a home for the police department. The police station and the police officers' contract need to be done in 2025. He added that he has stressed having employees develop procedure manuals to ensure continuity as years pass and the supervisors change. Harry wished all a Merry Christmas!

Supervisor Novak commended our emergency management coordinator, Mike Hall, for his diligent work. Supervisor Lucas acknowledged the support and help we received from Sen. Martin and Rep. Mentzer to obtain grants this past year.

**Meeting adjourned at 8:05 pm.**

Respectfully submitted,



**Robert Reidenbach, Township assistant/recording secretary**



**PEQUEA TOWNSHIP**  
**YEAR IN REVIEW 2024**

**General Fund**

- The 2024 beginning balance (equity) in the General Fund was \$1,082,852.99.
  - Installed above ground gas tanks under roof to replace underground tanks
  - Purchased 2 Police Cars & outfitted
  - Pleasant View Pipe Installation – major stormwater project – 137 Ft. of pipe
  - Purchased 2024 Western Star Dump Truck – upfitting to be complete 2025
    - Ordered additional Western Star Dump Truck (grant) \$239,405.00
    - Ordered F600 Heavy Duty Truck (grant) \$148,335.00
  - Byerland Church Rd – completed stormwater project - replaced 2 catch basins
  - Sprecher Rd – Stormwater project - Engineering completed, 7 catch basins and 420 Ft. of pipe purchased for early 2025 project
  - Main copier purchased for office
- Road Projects
  - Run Valley – (Rt 324 to Silvermine Rd) Level Coarse
  - Shultz Rd – (Millwood Rd to Newswanger Rd) Level & Wear
  - Completed \$40,000 paving project at Township Building - Back Parking Lot
  - Line painting was done on 1/3 of Twp roads
  - Replace guiderail on Silver Mine Rd due to traffic accident
- The Projected balance at the end of 2024 is \$1,363,910.89 an increase of \$281,057.90, less any pending transfers (to be discussed during regular meeting).

**Highway Fund**

- The 2024 beginning balance (equity) in the State Highway Fund was \$44,098.33. The projected balance at the end of 2024 is \$99,113.13, an increase of \$55,014.80.
- Road Projects
  - Hill Rd – (Rawlinsville Rd to Radcliff Rd) – Level Coarse
  - Silver Mine Rd – (Marticville Rd to Twp Line) – Level Coarse
  - Extensive crack sealing work done throughout Twp.

**Recreation Fund**

- Baseball Diamond sand repair started – to be completed in 2025
- We have received \$0.00 Fees in Lieu of Parkland for the year – development at a stand still
- Fencing replacement made throughout the park
- Cd Purchases of \$303,200 for additional interest income.

12/07/2023

- The 2024 beginning balance (equity) in the Recreation Fund was \$435,569.70. The projected balance at the end of 2024 is \$404,386.70, a decrease of \$31,183.00.