

LANCASTER INTER-MUNICIPAL COMMITTEE

MINUTES OF THE REGULAR LIMC MONTHLY MEETING

Date and Time: July 11, 2012, 7:30 am

Place: City of Lancaster, City Hall

Attendance:

Columbia Borough:	Leo Lutz
East Hempfield Township:	John Bingham, Dave Blackman, Bob Krimmel
East Lampeter Township:	John Blowers, Ralph Hutchison
East Petersburg Borough:	
Lancaster City:	James Reichenbach, Rick Gray
Lancaster Township:	Kathy Wasong, Bill Laudien
Manheim Township:	Albert Kling
Manor Township:	Barry Smith
Millersville Borough:	
Mountville Borough:	Francis Zimmer
West Hempfield Township:	Ron Youtz, Kent Gardner
West Lampeter Township:	James Kalenich, DeeDee McGuire
Others:	Roy Baldwin, McCormick Taylor; Mary Gattis, LCPC; Mike Kyle, LASA; Michael LaSala, LIMC

- 1. Call to Order:** Chair Wasong called the meeting to order at 7:31AM and led everyone in the Pledge of Allegiance.
- 2. Establish Quorum and Introduction of Guests:** Through roll call, ten voting members were present and quorum was established for action and major action. All persons present introduced themselves.
- 3. Minutes:** Mr. Bingham moved, Mr. Reichenbach seconded the motion, and the minutes of the June 13, 2012 meeting were approved.
- 4. Public Comment:** There were no public comments.
- 5. Reports and Actions:**
 - A. Treasurer's Report:** Mr. Smith moved, Mr. Reichenbach seconded the motion, and the June 2012 treasurer's report was approved.
 - B. Greenway and Park Initiatives:** No report at this time.
 - C. Resolution 2012-2:** The group agreed in principle that notice should be provided to Strasburg Borough regarding annual costs for the LIMC staff support outlined in the resolution. LIMC staff support would be limited to legal advertising for the annual meetings and conducting/minutes of the annual meetings. Confirmation was provided that costs associated with actual appeals are borne by the municipality where the appeal occurs. The intergovernmental cooperation agreement for the UCC Board of Appeals indicates as such as well. The draft 2013 Program Plan provides

specific costs for these activities by the participating municipalities. Notice will be provided to Strasburg Borough regarding the approximate annual costs. Mayor Gray moved, Mr. Gardner seconded the motion, and Resolution 2012-2 authorizing LIMC staff to provide administrative support as described in the resolution for the Central Lancaster County UCC Board of Appeals was approved.

D. LIMC Municipal Operations and Maintenance Good Housekeeping Guidance & BMP Manual: A short discussion ensued regarding the manual. Mr. Smith moved, Mr. Reichenbach seconded the motion, and the manual was approved for copyright and distribution. Electronic files will be provided along with hardcopies. A cost will be established and based on actual printing, shipping, and associated costs for purchase by non-LIMC entities. A pdf version will be posted to the LIMC website.

6. Executive Director's Report: The following items were discussed from the July 2012 ED report:

- Froelich Park BMP Demonstration Site Project
 - The project is an approximate two week and \$40,000 project that will establish a stormwater BMP demonstration site.
 - West Hempfield Township and Mountville Borough expressed interest in support of the project, as the site is in Mountville Borough and runoff affects West Hempfield Township.
 - Ms. Gattis provided a brief overview of roles and the project to the group.
 - Mountville Community Association is technically the owner of the site. Other stakeholders include the Center for Watershed Protection and Lancaster County.
 - The LIMC has been approached to handle project management tasks due to a perceived hurdle in implementation abilities.
 - LIMC staff would provide project management oversight which would include contracts, bidding, and invoice processing.
 - An additional “hope” is the project establishes not only a physical BMP demonstration site, but also the templates and models for other potential similar projects.
 - Concerns were raised in taking time away from Mr. LaSala regarding required LIMC duties.
 - Most municipalities contract out to engineering firms for such tasks, and therefore the LIMC providing such services should not become standard.
 - The group agreed in principle, the pursuit of this project should not set a precedent in the LIMC completing similar other projects. However, it was further agreed in principle the LIMC may reserve refusal or acceptance of such a project should the scenario arise again.
 - Reimbursement for administrative tasks from the county should be mandatory for agreeing to handle the project.
 - Mayor Gray moved, Mr. Blowers seconded the motion, and the LIMC agreed to (1) perform the requested project management tasks, (2) require a 10% administration fee, (3) feel it is more appropriate for the project to be a county project but will take the lead, and (4) the pursuit of such project will not set a precedent for other projects and understand this is to be a demonstration and model project.
- Source Water Protection
 - This will be an item for consideration in the near future for municipalities without plans.

- The LCCWC has been meeting with the PA Rural Water Association regarding Source Water Protection Plans.
- The county's Integrated Water Resources Plan outlines Source Water Protection Plans.
- A magazine entitled "Keystone Tap" regarding source water protection has been provided in each municipality's folder for the meeting today.
- Humane League
 - Ms. Wasong had a conversation with Joan Brown in recent weeks.
 - Concerns regarding transparency and taxpayer dollars were conveyed. There is a potential, if there is no objection, with Ms. Wasong serving on the Humane League board.
 - There has been no indication regarding potential costs or plans with respect to the Humane League for next year.
 - Joan Brown will be presenting summary points from the discussion with the Humane League board. Therefore, more information will be provided at a later time.
 - Mountville Borough has acquired a list of approximately 15-20 nonprofit firms that handle cats. Mr. Zimmer will forward an e-mail with the list for distribution.
- CNG trucks and fueling stations
 - Mr. LaSala indicated Worley & Obetz approached the LIMC regarding interest in CNG equipment and fueling stations. They are currently reviewing the potential for R&D development for such a pursuit.
 - Interest was expressed by several LIMC municipalities.
 - It was indicated the DEP has a grant for CNG development, along with Chesapeake Energy is developing "CNG in a box" for fueling stations.

7. Advisory Board Reports:

A. LUAB: LUAB will meet tomorrow on 7/12/12.

B. UCC Board of Appeals: The annual organizational meetings are scheduled for August.

8. Municipal Exchange: Discussion and comments were made regarding the following items during the exchange:

- Mayor Gray indicated discussions with Secretary Krantzer of the DEP are generally focused on nutrient trading. It appears nutrient trading will be pushed heavily by the DEP.

9. Old Business:

A. Associate Membership Structure: A discussion ensued regarding the associate membership structure. Primary points discussed are as follows:

- The structure will be approved via amendment to the original LIMC Agreement.
- Amendments require affirmative vote by at least eight of LIMC municipalities. Per HUB, approval of amendments to the agreement will require the governing bodies of individual municipalities to approve a proposed amendment at a meeting of the governing body where action is taken. Approval can be by means deemed appropriate by the governing body, and can be simply an approved motion noted in the minutes or approval of a resolution.
- It was agreed in principle that notice would be provided by LIMC staff to municipalities for proposed amendments, and a sufficient amount of time would be provided. For the

current group of amendments, official notice will be provided in the near future and the amendments will be placed on the September LIMC meeting agenda for action.

- The annual fee noted for associate members will be determined annually by the Committee-of-the-Whole.
- Eligible entities as Associate Members include the county, school districts, and authorities.

B. Armstrong Walking Bridge: a handout was provided from the structural analysis of the walking bridge, which also provides dimensions. The full package will be forwarded via e-mail. An inquiry will be needed if costs for transporting the bridge to a relocation point are included by LGH/F&M.

C. Multimunicipal Utility Coordination: A discussion ensued regarding improving coordination amongst the utilities, municipalities, and other entities regarding road and similar projects based on comments from last month's meeting generated by Mr. Blowers. Primary points of discussion were as follows:

- An informal group of appropriate persons would be organized to create and maintain a master coordination schedule/calendar. Persons would include utility representatives and municipal personnel responsible for on the ground coordination.
- The group agreed in principle this item should be developed further and discussed.
- A summary will be provided for review which includes probable contacts, program basics, and sample documents.

10. New Business:

A. Outfall Mapping Program Amendment: The amendment officially establishes the outfall mapping program. It was confirmed that all municipalities do not need to participate in the program even if an amendment is established. The amendment will be part of the package sent out for approval by individual municipalities discussed in association with the Associate Member Amendment. An additional amendment allowing the Froelich Park project to move ahead will also be included in the package. The amendment would be general in nature as well, so as not to inundate the LIMC Agreement with amendments.

B. Transportation Coordination Division Amendment: The amendment was developed to provide easier coordination and multi-municipal projects amongst the LIMC municipalities relative to transportation. With the amendment, a separate agreement and ordinance would not be required for pursuit of joint or cooperative projects noted in the amendment—only a simple agreement would be required. The amendment will be part of the package sent out for approval by individual municipalities discussed in association with the Associate Member Amendment.

C. Municipal Accounting Software: West Lampeter Township and East Petersburg Borough have indicated they may be in the market for new accounting software in the near future. If other LIMC municipalities may be considering or are interested in new software, let Mr. LaSala know. Mayor Lutz indicated it may be plausible to expand the interest to software in general. Mayor Gray indicated the county's IT department may be helpful with future software and IT purchases and endeavors. It was agreed in principle that Maggie from county IT would be an appropriate guest speaker in the near future.

11. Other Business:

A. Matter of Record

a. The next regular LIMC monthly meeting will be held Wednesday, August 8, 2012 at 7:30 am at East Hempfield Township.

B. Additional Comments

a. Mr. Gardner indicated LCCWC will be hosting three workshops in the fall regarding water quality and source water protection.

b. Ms. Gattis indicated the Integrated Water Resources Plan will be released for public comment on July 23, 2012.

12. Adjournment: Chair Wasong adjourned the meeting at 9:05 am.