

November 18, 2024

The East Lampeter Township Board of Supervisors met on Monday, November 18, 2024 at 7:00 pm at the East Lampeter Township Office: 2250 Old Philadelphia Pike, Lancaster, PA 17602. The statement of recorded meetings was played for all in attendance. Chairman Corey Meyer called the meeting to order at 7:00pm, followed by the Pledge of Allegiance. In addition to Chairman Corey Meyer, in attendance were Vice Chairman Ethan Demme, Supervisors present were Mr. Roger Rutt and Mr. Ted Gallagher, and Mr. Mike Thornton. Also present in the meeting room was Mr. Ralph M. Hutchison, Township Manager, Ms. Tara Hitchens, Assistant Township Manager, and Ms. Leigh Obetz, Administrative Assistant.

Public Present for meeting:

Bob May – Lancaster EMS (LEMSA)	Jade Campos – LNP
Kevin Witmier – Impact Engineering Group	Daniel Stoltzfus Jr. – Resident
Duane and Bonnie Newswanger – Residents	John Keylor – Resident
Steve Gribble – Ronks Fire Company	Mike Rush – High
Anthony Tsoflias – Resident	Tim Stuhldreher – One United
Chris Venarchick – RGS Associates	Ken Hornbeck – High

Public Comment for Non-Agenda Items:

None

Consent Agenda:

- a. Approval of the November 18, 2024 Board of Supervisors meeting agenda
- b. Approval of the Minutes of the Monday, October 21, 2024 Regular Meeting
- c. Offer of Time extension for Township Review & Action: 431 Strasburg Pike Land Development Plan #24-16: Applicant offered extension of 90 days to February 16, 2025. This is the second time extension.
- d. Offer of Time Extension for Township Review & Action: Texas Roadhouse Restaurant at 2317 Lincoln Highway East Land Development Plan #24-18: Applicant offered a time extension of 180 days to May 16, 2025. This is the second time extension.
- e. Offer of Time Extension for Township Review & Action: Lancaster Parts located at 2008 Horseshoe Road Land Development Plan #24-19: Applicant offered 60-day extension to January 17, 2025. This is the second time extension.
- f. Offer of Time Extension for Township Review & Action: Rockvale Parcel 5 located at 35 South Willowdale Drive Redevelopment Plan #24-22: Applicant offered first time extension to February 11, 2025.
- g. Offer of Time Extension for Township Review & Action: Church of the Nazarene located at 2150 New Holland Pike Land Development Plan #24-23: Applicant offered first time extension to January 17, 2025.
- h. Offer of Time Extension for Township Review & Action: Country Acres Campground located at 2941 Lincoln Highway East Land Development Plan #24-24: Applicant offered first time extension to January 31, 2025.

i. Request for Release of Financial Security – Aspen Home: 220 Pitney Road. Township engineer letter recommends a full release of financial security in the amount of \$2,848.

j. Request for Reduction of Financial Security – Newswanger: 2303 Leaman Road. Township engineer letter recommends financial security release of \$15,682.13 leaving \$17,065.85.

k. Request for Release of Financial Security – Beechdale Farms: 458 Beechdale Rd. Township engineer letter recommends a full release of financial security in the amount of \$1155.

l. Approval to pay invoices from all funds: Total - \$829,286.12

Items of note:

\$18,728.15 to Eastern Salt Company for winter maintenance road salt

\$45,054.25 to Susquehanna Municipal Trust for quarterly contribution

\$12,611.90 to Witmer Public Safety Group for police ammunition, training pistols, and targets

\$24,984.30 to Lancaster Area Sewer Authority for sewer transmission charges

\$17,315 to L. B. Water Service for force main gate valve replacement

\$27,435 to Advanced Rehabilitation Tech for spray lining 12 utility holes

\$113,795.10 to B. Moyer Radio for 15 mobile radios and installation

\$8,516.69 to CDW Government Incorporated for new security cameras

\$59,474 to E. M. Kutz, Inc. for bed installation on a new truck and repair of an existing truck

Mr. Gallagher moved to approve the Consent Agenda, seconded by Mr. Rutt.

Public Comment: Mr. Tsofilas asked if Witmer Public Safety Group is in the Township. Mr. Hutchison responded it is not.

Having a motion to approve and second, the Consent Agenda approval went to vote, passing by unanimous voice vote.

Presentation re LEMSA – Mr. Bob May, Executive Director:

Mr. Bob May reviewed the overall types of calls Lancaster Emergency Medical Services Agency (LEMSA) responds to and calls within East Lampeter Township, with Friday being the busiest call day. He also reviewed the various insurance payers. LEMSA collects \$0.40 per dollar in the Township. Additionally, Mr. May covered support LEMSA requested of municipalities served compared to support received.

Mr. May also provided information on LEMSA's Mobile Hygiene Unit. The unit, currently funded through July 2025 by grants and foundations, allows individuals to engage with medical and shower. The unit also assists with obtaining social services, and hygiene products/services. Mr. Thornton asked how unit deployment works. Mr. May said there is a schedule, coordinated with the Homelessness Coalition, shared on social media and via word-of-mouth. The unit averages 130 showers a month and LEMSA is the only known EMS agency in the country running a mobile hygiene unit.

Mr. May noted staffing and funding are LEMSA's two biggest concerns, though the staff vacancy has lowered from 18% last year to 9% this year. LEMSA runs 2 EMT classes a year and has plans for a third. A paramedic program is coordinated through St. Joseph's University.

Public Comment: Mr. Tsoflias said the program is wonderful and funding should be provided to keep the unit running, but steps should be taken to prevent homelessness.

Old Business:

None

New Business:

a. High Steel Structures Sketch Plan #24-25: 144 Greenfield Road

Mr. Chris Venarchick of RGS Associates and Mr. Ken Hornbeck of High represented the project. The project is a 21,400 square foot expansion to an existing building along Greenfield and Old Philadelphia Pike. Operations would stay the same and potentially add up to 20 employees. The applicant anticipates no additional demand for sewer or water, and limited impact to stormwater. At under an acre, no NPDES permit is needed. A waiver of Traffic Impact Study is requested as the estimated 30 new vehicle trips per day do not meet the threshold for a study. The Township Planning Commission recommended waiving the Greenfield Rd widening, sidewalk, curbing, and improvements modification request and deferring the same along Old Philadelphia Pike.

Mr. Thornton moved to approve the plan per Planning Commission recommendations, seconded by Mr. Rutt. The motion passed by unanimous voice vote.

b. Esh Stormwater Management Plan #24-26: 2090 Creek Hill Road

Mr. Kevin Witmier of Impact Engineering presented the plan to replace an existing manufactured home with a permanent single family detached dwelling. The existing stormwater basin on the property was approved for a dwelling footprint of 2,600 square feet and the application shows its adequacy for the new dwelling. A comment on a November 15, 2024 David Miller Associates letter is to post financial security, which Mr. Witmer said will be done. Final signature plans are with the applicant and the Township can expect them to be delivered any day.

Mr. Thornton moved to approve the plan per the November 15, 2024 David Miller Associates letter, seconded by Mr. Demme. The motion passed by unanimous voice vote.

c. Greenfield North (Lot#1) Revised Land Development Plan #24-28: 850 Greenfield Road

Mr. David Miller of Rettew Associates was present to represent the plan. The plan revision is due to sequencing of construction. A community center, initially planned within building 4, is now planned as a separate building which will allow earlier construction and availability to residents while remaining construction is ongoing. The move rerouted an emergency access sidewalk around the building, approved by Witmer and Lafayette Fire Companies. The plan received input from a November 8, 2024 David Miller Associates review letter and a November 4, 2024 Lancaster County Planning Commission review letter.

Mr. Demme moved to approve the revision per the November 8, 2024 David Miller Associates letter, and the November 4, Lancaster County Planning Commission letter, except comments 1, 3, 4, and 5, seconded by Mr. Gallagher. Mr. Thornton added he is glad to see the project progressing. Moving to vote, the motion to approve the revision passed by unanimous voice vote.

d. Resolution re DEP Sewer Planning Module - DART Container

Mr. Hutchison informed the Board that the resolution is for the installation of new manufacturing process in the DART Container building, which will generate additional sewer. There not be any exterior structural changes.

Mr. Thornton moved to approve the resolution, seconded by Mr. Rutt.

Public Comment: Mr. Tsofilas asked for more detail and if chemicals will go into the water. Mr. Hutchison responded the project will increase water use, and therefore, wastewater discharge into the sewer system. The Township Industrial Waste Disposal Ordinance outlines requirements for chemicals into the system.

Having motion to approve and second, the resolution went to vote and passed by unanimous voice vote.

Supervisor discussion items:

a. Homeless Encampments

Mr. Demme and Mr. Thornton met to draft a process for addressing homeless encampments in the Township. Mr. Demme noted a county-wide housing crisis. The Township has made changes to zoning allowing more multi-family residences and accessory dwelling units, with more changes upcoming. There are also several projects in progress which will increase housing in the Township. However, it will be several years before those projects can be fully occupied. The plan is to develop procedures to connect unhoused with resources and collect better data to individualize responses. Priorities are public safety, building awareness, sharing information, and a humane response. The Township becomes aware of an encampment from: a call to police for a trespassing complaint, Township staff seeing signs of an encampment while working, and reports from the public. Currently, only when police respond is a procedure in place. Mr. Demme suggested having staff collect and share data as they encounter encampments, notify those property owners, and contact outreach workers for coordination of care. Guidelines need to be established for times when no shelter beds are available. Mr. Demme noted the need to increase communication with and encourage nonprofit and faith-based organizations who want to help. Mr. Thornton added the issue has accelerated over the last few years. He feels churches should be stakeholders. He advised a next step would be a meeting with stakeholders. Mr. Rutt asked how communication with Chief Zerbe works. Mr. Hutchison has a weekly meeting with Chief Zerbe and also if an officer sees an issue of concern during patrol an incident report is filed.

Public Comment: Mr. Tsofilas stated he thinks this is a great program. He shared personal anecdotes of his experience as part of a family who emigrated from Greece and with state-subsidized healthcare. He shared the opinion that entitlement programs are easy to manipulate. Mr. Hornbeck asked about trends in homelessness. Mr. Demme responded a Point-In-Time count of homeless, done annually, is on the upswing. He also suggested a monthly meeting with outreach workers where information can be shared

and data collected. Mr. Tim Stuhldreher of One United Lancaster shared the Point-In-Time count for 2024 is 597, an increase of 13.5%. Of that number, 122 were outdoors.

Mr. Demme reviewed next steps: digest the draft, get feedback, and meet with stakeholders. He would also like to have the draft reviewed by the County Homelessness Coalition, CV SEEDS, and Township police. Mr. Meyer would like supervisors to meet with stakeholders.

Mr. Tsoflias asked about impact to religious freedom. Mr. Demme responded that Congress expanded religious freedom so churches can provide food and shelter without recourse.

b. Park & Open Space Ordinance Requirements

Mr. Hutchison noted, despite attempts to create a formula for park and open space requirements, developers often want to negotiate. The formula calculates acreage of land to be dedicated for recreation, or a fee-in-lieu can be paid. He suggested removing the 70% useable land requirement when a fee-in-lieu is paid, as well as clarifying credits for complexes adding on-site, resident-only, recreation facilities. Mr. Meyer wants to step back and research what other municipalities require. Mr. Rutt suggested leniency on park land requirements when a project is land redevelopment, such as the current Rockvale project. Mr. Demme also suggested looking at other local municipalities and recommends setting a fee-per-acre annually that is not cost-of-land based.

Public Comment: Mr. Tsoflias stated High Industries is contributing a lot and sidewalks should be given to them. Mr. Hornbeck, on behalf of High Real Estate, asked to consider quality vs. quantity. A clubhouse with a small footprint receives a small credit, but may offer benefits beyond those of an equivalent amount of open space.

Action Items:

a. Reappointment to Planning Commission – Mr. Randy Patterson, term ending 11/19/28

Mr. Thornton moved to reappoint Mr. Patterson, seconded by Mr. Rutt. The motion passed by unanimous voice vote.

b. Resolution re additional funding for trail project – Strasburg Pike to Oakview Road

Mr. Hutchison noted initial project funding was inadequate. Additional funds were requested through the Transportation Improvement Program and PennDOT who agreed to dedicate additional funds. The new amount provided is \$1,570,512, increased from \$1,060,000. PennDOT needs the Board to pass a resolution accepting the change.

Mr. Rutt moved to approve the resolution, seconded by Mr. Gallagher. The motion passed by unanimous voice vote.

c. Resolution re Fish & Boat Grant application – Gibbons Park development

Mr. Hutchison noted the previous application was unsuccessful. Township Recreation Director Lisa Cleveland has coordinated with Fish & Boat on how the application can be improved for resubmission. Funds would be used for Gibbons Park parking, trails, and a small water vessel launch. If granted, funds would total \$208,000, but would need to be matched by additional funding for the project to move forward.

Mr. Thornton moved to approve the resolution with the understanding the project will not move forward without additional funds, seconded by Mr. Gallagher.

Mr. Rutt asked how long the funds will be held to wait on additional funds. Mr. Hutchison said if funding is approved, an agreement would be drafted which the Board would decide to enter or not.

Having motion to approve and a second, the approval went to vote, passing by unanimous voice vote.

d. Authorize Advertising 2025 Budgets for Public Inspection

Mr. Hutchison noted a budget item of significance is a 5% increase in millage rate from 1.957 to 2.055 to generate additional revenue and keep the General Fund above the Board-established threshold. With advertising approval, the budget will be available for public review and then adopted at the December 16, 2024 Board meeting. Mr. Demme asked to clarify if the 2025 revenues includes the 5% tax increase. Mr. Hutchison stated it does. Mr. Demme noted staff prepared a list of 2025 expenditures that will not carry forward to 2026, but there will still be a deficit. Large cuts are needed, or taxes need to be increased incrementally each year.

Mr. Rutt moved to approve advertisement of the 2025 budget, seconded by Mr. Demme.

Public Comment: Mr. Tsoflias asked for revenue figures and where the budget can be viewed. Mr. Hutchison noted \$4.8 million is the projected balance at the end of 2025. Mr. Tsoflias asked that Mr. Meyer read the budget line by line. Mr. Meyer said the budget will be in the Township office and on the website for review. Mr. Rutt added 80% of the budget is contractual figures and cannot be changed.

Having motion to approve and a second, the motion went to vote and passed by unanimous voice vote.

Manager's Report:

a. Announcement re Township Manager Transition Plan

After 42 years of public service, and 33 years of service to the Township, Township Manager, Mr. Hutchison will retire in July 2025. Ms. Tara Hitchens, current Assistant Township Manager, will step into the role of Township Manager in May 2025. The Township plans to hire a new Assistant Township Manager by the end of the 1st Quarter.

Adjournment:

Mr. Demme moved to adjourn the meeting, seconded by Mr. Gallagher. The motion passed by unanimous voice vote and the meeting adjourned at 8:39pm.

Next regular meeting - Monday, December 2, 2024, 7:00pm at East Lampeter Township