

May 12, 2025

The East Lampeter Township Board of Supervisors met on Monday, May 12, 2025 at 7:00pm 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 Ethan Demme called the meeting to order at 7:00pm, followed by the Pledge of Allegiance. In addition to Chairman Demme, in attendance were Vice Chairman Mike Thornton, and Supervisors Mr. Roger Rutt, and Mr. Corey Meyer. Mr. Ted Gallagher was absent. Also present in the meeting room were Ms. Tara Hitchens, Township Manager; Mr. Ralph Hutchison, Senior Advisor to Township Manager; and Ms. Rhiannon Eckinger-Seda, Administrative Assistant.

Public Present:

Mike, Maggie, and Abby Hitchens in support of Ms. Tara Hitchens
Lafayette Fire Chief Scott Hershey, President Jeff Hatfield, and many Fire Company members
Peter Caci – 21 Hoover Rd.

Public Comment (non-agenda items only):

Lafayette Fire Chief Hershey and President Mr. Jeff Hatfield presented Mr. Hutchison with a certificate in honor of his upcoming retirement and recognition of his more than 30 years of service to the Township. Many members of Lafayette Fire Company were also in attendance to share in the recognition.

Consent Agenda:

- a. Approval of the May 12, 2025 Board of Supervisors meeting agenda
- b. Approval of the Minutes of the Monday, April 21, 2025 Regular Meeting
- c. Time extension for Township Review and Action – Texas Roadhouse #2024-18 at 2317 Lincoln Highway East. The applicant offered a 90-day extension to August 14, 2025.
- d. Time extension to record conditionally approved plan – Rockvale Parcel 2 #2023-32 at 25 South Willowdale Drive. The applicant requested an extension to September 17, 2025.
- e. Time extension to record conditionally approved plan – Elmer Petersheim #2024-12 at 702 Hartman Station Road. The applicant requested a 60-day extension to July 14, 2025.
- f. Time extension to record conditionally approved plan – Sheetz #2024-13 at 2100 Lincoln Highway East. The applicant requested a 30-day extension to June 11, 2025.
- g. Time extension to record conditionally approve plan – Omar Fisher #2024-19 at 2008 Horseshoe Road. The applicant requested a 60-day extension to July 14, 2025.
- h. Time extension for Township Review and Action – Rockvale Parcel 5 #2024-22 at 35 South Willowdale Drive. The applicant offered an extension to August 19, 2025.
- i. Reinstatement and Time Extension to record conditionally approved plan – Dutch Wonderland #23-20: 2249 Lincoln Highway East. The plan is reapproved subject to the same conditions. The applicant requested a 90-day extension.
- j. Approval to pay invoices from all funds: Total \$452,663.24

Mr. Meyer moved to approve the consent agenda, seconded by Mr. Rutt. The motion carried.

Township Manager Swearing in – Tara Hitchens

Mr. Meyer moved to appoint Ms. Hitchens as Township Manager, seconded by Mr. Thornton. The motion carried.

Ms. Hitchens recited the oath and was sworn into office.

Appointment of Senior Advisor to Township Manager – Ralph Hutchison

Mr. Meyer moved to appoint Mr. Hutchison Senior Advisor to Township Manager, seconded by Mr. Rutt. The motion carried.

Old Business:

a. Comprehensive Plan Process Update

Steering Committee member Mr. Rutt provided an update. Working with HRG has proven successful due to their familiarity with the Township. A challenge has been gathering input from residents without online access. The committee hopes to finalize a visual preference survey at their upcoming meeting May 16, 2025.

New Business:

a. Resolution re DEP Sewer Planning Module – 2156 Shereem Road In-Law Quarters

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

Supervisors Discussion items:

a. Park Foundation information

Ms. Hitchens presented research from Recreation Director, Lisa Cleveland. One option to establish a park foundation is to create a 501c3. Another option would be to operate a foundation under the umbrella of the People, Parks, and Community Foundation (PPCF) through Pennsylvania Recreation and Parks Society (PRPS). The PPCF is new and East Lampeter could be the first local municipality to join. Staff and supervisors discussed the pros and cons of each option. Staff will bring more research on PPCF to a future meeting for continued discussion.

b. Other

None

Action Items:

a. Decision re Liquor License Transfer Application – VS Old Philadelphia Pike LLC: 2453 Old Philadelphia Pike

Township Solicitor Susan Peipher reviewed action needed.

Mr. Meyer moved to adopt the resolution to deny the liquor license transfer, seconded by Mr. Rutt. The motion to adopt the resolution to deny carried with a majority vote from Mr. Meyer, Mr. Rutt, and Mr. Demme. Mr. Thornton abstained.

Mr. Meyer moved to accept the drafted decision denying the liquor license transfer, seconded by Mr. Rutt. The motion to accept the drafted decision to deny the transfer carried with a majority vote from Mr. Meyer, Mr. Rutt, and Mr. Demme. Mr. Thornton abstained.

b. Appointment to IIC Board – Tara Hitchens, Twp. Mgr.

Mr. Meyer moved to appoint Ms. Hitchens to the IIC Board, effective immediately, seconded by Mr. Thornton. The motion carried.

c. Amendment to Cooperation Agreement re Hempstead Rd/Greenfield Rd. Intersection Improvement Project

The amendment extends the timeframe for the project through December 2026 and allows High Associates to advance escrow funds to be reimbursed with CFA funds when they are disbursed.

Mr. Rutt moved to approve the amendment, seconded by Mr. Meyer. The motion carried.

d. Approval of consulting services proposal re CFA grant processing for Hempstead @ Greenfield improvement project

Quantum Consulting Ventures would assist the Township in handling funds and reimbursements. The proposal is \$1500.

Mr. Meyer moved to approve the proposal, seconded by Mr. Thornton. The motion carried.

e. Authorize America 250 grant application for Drone Show – Summer 2026

The Township seeks to apply for a \$10,000 grant with an equal match requirement. Staff and supervisors discussed FAA requirements with both Lancaster and Smoketown airports nearby.

Mr. Thornton moved to approve the application, seconded by Mr. Rutt. The motion carried.

f. Approval of Easement and Right of Way Documents re Lincoln Highway Streetscape Project

The documents cover work from Cartoon Network Hotel to Bowman Road to include temporary construction easements and permanent pedestrian easements. This is the first set of easements that have been received, there will be more in the future.

Mr. Thornton moved to approve the documents, seconded by Mr. Rutt. The motion carried.

g. Authorize Lafayette and Witmer Fire Companies to participate in three separate live music events in Greenfield for fire or emergency situations and traffic and pedestrian safety

The requested events fall outside of the list approved at the beginning of the year under worker's compensation and thus need specific approval by the Board of Supervisors.

Mr. Rutt moved to authorize, seconded by Mr. Thornton. The motion carried.

Manager's Report:

a. Prep for 2027-2030 TIP (list of projects already on TIP 25-28; list of projects previously submitted to be reconsidered)

Mr. Hutchison reviewed projects previously submitted that will be reconsidered for TIP funding unless LCPD is informed otherwise. Mr. Hutchison and supervisors discussed the projects, project ranking and priority. Changes can be submitted to LCPD through the end of June.

Public comment (non-agenda items only):

None

Adjournment:

Mr. Demme announced an executive session with the Township Solicitor prior to the meeting to discuss legal matters.

Mr. Meyer moved to adjourn the meeting, seconded by Mr. Thornton. The motion carried and meeting adjourned at 7:48pm.

The next regular meeting will be held Monday, June 2, 2025 at 7:00pm at the Township Office.