

**EAST LAMPETER  
SEWER AUTHORITY  
2250 Old Philadelphia Pike  
Lancaster, PA 17602  
(717) 393-1567  
FAX (717) 393-4609**

**Minutes of Regular Meeting  
November 12<sup>th</sup>, 2025**

The East Lampeter Sewer Authority met on Wednesday November 12th, 2025, at 4:00PM at the Township Building 2250 Old Philadelphia Pike, Lancaster, PA. 17602.

The meeting is being conducted virtually utilizing Zoom, which is a cloud-based platform for remote video and audio conferencing. The meeting is being recorded.

The meeting was called to order with the Pledge of Allegiance by Chairman, Mr. Rick Robinson.

**Members' Present:** Mr. Rick Robinson, Mr. Vinod Patel, Mr. Todd Stumpf, and Mr. Gavin Scalyer.

**Members Present via Zoom:** None

**Members Absent:** Mr. Fred Clark

**Present were:** Ms. Tara Hitchens, Twp. Manager, Ms. Kim Piestrak, Asst. Twp. Manager, Mr. Charlie Thomas, Public Works Director, Ms. Stephanie Leakway, Public Works Admin Asst.

**Present via Zoom:** None

**Guest were:** Mr. Matt Cichy, HRG, Ms. Bernadette Hohenadel, LLP, Ms. Claudia Shank, McNees,  
Mr. Elvin Ovalles, Mr. Brian Heck, Mr. Ken VonderHaar, and Mr. Joe Guzek are all from Kettle & Fire

The minutes of the regular October 8th, 2025, meeting were approved.

The treasurer's report was:

\$ 14,133.31 ELSA PLGIT-Admin checking account as of 10/31/2025.

\$ 193,000.90 Storm water PLGIT-Class checking account as of 10/31/2025.

**A. Sanitary Sewer:**

**The following administrative bills were presented for payment:**

Report of Approval for Checks dated November 12th, 2025, totaling \$5,155.38

**The following requisitions were presented for payment:**

03-677 HRG

Strasburg Pike Sewer Extension-Design/Permitting \$ 8,589.00

Oaks Pump Station 2 Elimination-Design/Permitting \$ 5,502.00

03-678 Utility Services Group

Stauffer Run PS Wet Well Lining-Construction \$ 30,475.00

Total= \$44,566.00

Motion 1<sup>st</sup> by Mr. Patel to pay the Sewer Bills/Requisitions. 2<sup>nd</sup> by Mr. Scalyer. Motion carried.

**B. Stormwater:**

**The following bills were presented for payment:**

Report of Approval for Checks/Transfers dated November 12th, 2025, totaling \$7,278.96

Motion 1<sup>st</sup> by Mr. Scalyer to pay the Storm water bills. 2<sup>nd</sup> by Mr. Patel. Motion carried.

**Old Business:**

**A. Sanitary Sewer:**

i. CFA Funding-

a. Oaks PS#2 Elimination Project

Mr. Cichy reported that PennDOT had one comment which HRG is addressing. Also, DEP WO&E application is being reviewed currently. Solicitor Crème is in the process of working on the acquisition of easements that are required.

b. Stauffer Run PS Wet Well Lining Project

Mr. Cichy reported that Utility Services Group (USG) has completed the work and has submitted a bill for payment which was approved thru the requisition.

ii. Strasburg Pike Project

Mr. Cichy explained that PennDOT HOP application was approved. The DEP WO&E application is currently being reviewed. Solicitor Crème is in the process of working on the acquisition of the easements that are required. Due to the delay Mr. Cichy hopes to have the project out to bid next month.

- iii. Rockvale Sewer Capacity Reservation & Improvement Agreement  
After a brief discussion, Motion 1<sup>st</sup> by Mr. Scalyer to approve the Sewer Capacity Reservation and Improvements Agreement between East Lampeter Sewer Authority and MP Lancaster 1 LLC (developer) dated November 12, 2025. 2<sup>nd</sup> by Mr. Patel. Motion carried.
- iv. Kettle & Fire  
Mr. Brian Heck, CEO of Kettle & Fire discussed his thoughts about being a good business operator that wants to be in compliance to all the Township and Authority requirements. Mr. Joe Guzek with Guzek Associates, Inc., explained the steps that are being taken at the plant to recycle the water so that there would be minimal discharge into the sewer system. They have signed contracts for temporary pretreatment facilities until they can get their permits to build permanent facilities onsite. The board does not require Kettle & Fire to update the board each month but should be in contact with the staff and keep them updated. The board thanked the Kettle & Fire representative for attending the meeting and keeping the board informed as to the corrective actions being taken.

B. Stormwater:

- i. Stormwater Lining Project  
Mr. Thomas gave a brief update to say that the lining projects will start in the next 2 weeks.

**New Business:**

A. Sanitary Sewer:

- i. EDU Transfer Policy  
After a general discussion, Motion 1<sup>st</sup> by Mr. Stumpf to approve the Policy on Retention and Transfer of Equivalent Dwelling Units (EDUs). 2<sup>nd</sup> by Mr. Scalyer. Motion carried.
- ii. 2026 Budget  
Ms. Hitchens went over the budget. Action will be taken at the next board meeting.
- iii. Mr. Cichy discussed the letter dated November 12, 2025, to PennDOT related to the US30/PA 462 improvements project MPMS#110502 and that HRG would be the consulting engineer for the Authority. He also discussed a 2<sup>nd</sup> letter related to the Cost sharing of the project. Action on both subjects will be taken at the next board meeting.

B. Storm Water:

i. 2026 Budget

Ms. Hitchens went over the budget. Action will be taken at the next board meeting.

**Other Business:** None

**Public Comments:** None

Adjournment at 4:50 P.M. Motion 1<sup>st</sup> by Mr. Stumpf. 2<sup>nd</sup> by Mr. Scalyer. Motion carried.

The next regular scheduled meeting is December 10th, 2025, at 4:00 P.M. at the Township building 2250 Old Philadelphia Pike.

Respectfully submitted- Vinod P. Patel-Secretary