

January 5, 2026

The East Lampeter Township Board of Supervisors met on Monday, January 5, 2026, 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. The 2025 Vice Chair Mike Thornton called the meeting to order at 7:00pm, followed by the Pledge of Allegiance. In addition to Vice Chair Mike Thornton, in attendance were Supervisors Mr. Roger Rutt, Mr. Ted Gallagher, Mr. Robert Hayward, and Mr. Michael Lapp. Also present in the meeting room were Ms. Tara Hitchens, Township Manager; Ms. Kimberly Piestrak, Assistant Township Manager and Ms. Rhiannon Eckinger-Seda, Administrative Assistant.

Public present:

Welcoming of New Board of Supervisor Members

Mr. Thornton introduced the new supervisors, Mr. Robert Hayward and Mr. Michael Lapp.

Board of Supervisors Reorganization

- a. Appointment of Temporary Chairman

Mr. Hayward nominated Mr. Gallagher as temporary chair, seconded by Mr. Rutt. Mr. Rutt moved to accept the nomination, seconded by Mr. Hayward. The motion carried.

- b. Election of Chairman

Mr. Rutt moved to elect Mr. Thornton as Chairman for 2026, seconded by Mr. Hayward. The motion carried.

Mr. Gallagher moved to close the nominations, seconded by Mr. Hayward. The motion carried.

- c. Election of Vice Chairman

Mr. Rutt nominated Mr. Gallagher for the position of Vice Chairman for 2026, seconded by Mr. Hayward. The motion carried.

- d. Appointment of Secretary/Treasurer
- e. Appointment of Assistant Secretary/Treasurer

Mr. Gallagher moved to appoint Ms. Hitchens as Secretary/Treasurer and Ms. Piestrak as Assistant Secretary/Treasurer, seconded by Mr. Hayward. The motion carried.

Public Comment (non-agenda items only):

Ms. Barbara Hayward thanked the board members for their service to the Township.

Consent Agenda:

- a. Approval of the January 5, 2026, Board of Supervisors meeting agenda

- b. Approval of the Minutes of the Monday, December 15, 2025, Regular meeting
- c. Financial Security Reduction #2023-32 Rockvale Parcel #2 Land Development Plan at 35 South Willowdale Drive
- d. Financial Security Release #2024-04 Dart Container Stormwater Management Plan at 110 Pitney Road
- e. Time Extension to Record #2024-19 Omar Fisher Land Development Plan at 2008 Horseshoe Road

Mr. Hayward moved to approve the Consent Agenda, seconded by Mr. Gallagher. The motion carried.

Annual Appointments

- a. Appointment of Solicitor – Appel Yost Law Firm, Susan Peipher, Esq.

Mr. Rutt moved to appoint the Solicitor as listed, seconded by Mr. Hayward. The motion carried.

- b. Appointment of Twp Engineer & Alternates – David Miller & Associates, HRG Inc., Grove Miller Engineering and Bowman

Mr. Lapp moved to appoint the Township Engineer and Alternates as listed, seconded by Mr. Rutt. The motion carried.

- c. Appointment of 2026 Vacancy Board Chairman – John Blowers

Mr. Hayward moved to appoint John Blowers, seconded by Mr. Gallagher. The motion carried.

- d. Appointment of Depositories – PLGIT, M&T, Uninvest, and Fulton Bank

Mr. Rutt moved to appoint the depositories as listed, seconded by Mr. Lapp. The motion carried.

- e. Appointments of SEO and Alternate: David Miller & Associates & Leonard Spencer, respectively

Mr. Lapp moved to appoint the SEO and Alternate as listed, seconded by Mr. Rutt. The motion carried.

- f. Appointments of LCTCB Representative & Alternate for 2026 – Tara Hitchens & Jenna Reigle (West Earl Twp. Manager) respectively

Mr. Rutt moved to appoint the LCTCB Representative and Alternate for 2026 as listed, seconded by Mr. Gallagher. The motion carried.

- g. Appointment of PSATS Conference Delegates & Voting Delegate

Mr. Rutt moved to appoint the Board of Supervisors as the PSATS Conference Delegates and Ms. Hitchens as the Voting Delegate, seconded by Mr. Hayward. The motion carried.

h. Resolution re: Appointment of CPA firm to perform 2025 Audit – Herbein & Co. The Township has an engagement letter with Herbein and Co. but the Board is required to appoint the CPA firm each year.

Mr. Hayward moved to approve the resolution appointing Herbein & Co. as the CPA to perform the 2025 Audit, seconded by Mr. Gallagher. The motion carried.

Appointments to Vacant Positions & Reappointments

- a. Emergency Services Committee – Two Year Terms ending 12/31/27
 - I. Hand In Hand Fire Co. Alternate Representative – Don Boyer
 - II. Hand In Hand Fire Co. Citizen Representative – John Petersheim
 - III. Lafayette Fire Co. Representative – Jason Beiler
 - IV. Ronks Fire Co. Alternate Representative – Nate Church
 - V. Ronks Fire Co. Citizen Representative – Edward Church
 - VI. Witmer Fire Co. Representative – Mike Creamer
 - VII. Township Supervisor Representative – Roger Rutt

Mr. Hayward moved to appoint the Emergency Services Committee representatives as listed, seconded by Mr. Lapp. The motion carried.

- b. Industrial and Commercial Development Authority – John Blowers, 5-year term ending 1/16/2031

Mr. Rutt moved to appoint John Blowers to the Industrial and Commercial Development Authority for a 5-year term, seconded by Mr. Hayward. The motion carried.

Establishment of Treasurer’s Bond Amount - \$740,000

Mr. Hayward moved to establish the Treasurer’s Bond at \$740,000, seconded by Mr. Gallagher. The motion carried.

Old Business – None

New Business – None

Supervisors Discussion items:

- a. All prior discussion items – Park Foundation, False Alarm Fees, Tow Policy, Line Painting Policy

Ms. Hitchens informed that Lisa Cleveland, Recreation Director, continues to research if a park foundation exists the Township Recreation Department could join in lieu of beginning an independent foundation. The false alarm fees and Tow Policy will be taken to the Emergency Services Committee for their review. The Line Painting Policy has been updated and may be revisited by the Board at their discretion.

Mr. Thornton would like to explore if the Township Recreation Department can connect regionally with other local recreation departments for collaboration.

b. Other

Mr. Thornton would like to discuss the Township deficit spending and cost saving.

Mr. Gallagher would like to discuss low or no-cost options for expanding communication with residents about Township business. Supervisors preliminarily discussed text or email blasts in which residents could sign up for alerts and local publications.

Action Items:

a. Resolution: Police Officer Contributions to Police Pension Plan (5.0%)

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

b. Resolution: Non-Uniform Employees Contributions to Pension Plan (1.0%)

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

c. Resolution: Appointing the County Treasurer as the Tax Collector

Mr. Dave Buckwalter was elected as the Tax Collector but subsequently resigned.

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

d. Mileage Rate approval – IRS Rate (\$0.725/mile)

Mr. Hayward moved to approve the mileage rate, seconded by Mr. Rutt. The motion carried.

Manager's Report

a. 2026 Forecast Meeting

The Forecast meeting is held annually to discuss current and upcoming projects in the Township. A proposed date of Tuesday, February 3rd was shared with the Board. The location is to be determined.

b. Willow Road Culvert Replacement Update

The project is anticipated to last approximately 3 months. The project does necessitate a road closure, which will be reopened as soon as possible. A sign is posted to alert travelers of the closure. The school district and emergency services have been notified.

Public Comment: None

Adjournment

Mr. Rutt moved to adjourn, seconded by Mr. Hayward. The motion carried and meeting adjourned at 7:50pm.

The next regular meeting of the Board of Supervisors will be Monday, January 19, 2026, 7:00pm at the Township office 2250 Old Philadelphia Pike.