

## January 19, 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. Chairman Mike Thornton called the meeting to order at 7:00pm, followed by the Pledge of Allegiance. In addition to Vice Chair Ted Gallagher, in attendance were Supervisors Mr. Roger Rutt, Mr. Robert Hayward Jr., and Mr. Michael Lapp. Also present in the meeting room were Ms. Tara Hitchens, Township Manager; Ms. Kimberly Piestrak, Assistant Township Manager and Ms. Stephanie Leakway, Administrative Assistant.

### Public Present:

John Keylor – resident

Lloyd Miller – resident

Steve Gribble – Ronks Fire Company

Chris Venarchick – RGS Associates

Jake Floyd – High Steel

**Public Comment** (non-agenda items only): None

### Consent Agenda:

- a. Approval of the January 19, 2026, Board of Supervisors meeting agenda
- b. Approval of the minutes of the Monday, January 5, 2026, Regular meeting
- c. Approval to pay invoices from all funds totaling: \$1,795,396.33

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

### Old Business:

- a. Determine Hearing Date for Optional Density Incentive Zoning Text Amendment submitted by Keystone Custom Homes

Mr. Rutt moved to hold a hearing on March 2, 2026, at 5:00pm, seconded by Mr. Gallagher. Mr. Chris Venarchick of RGS was present representing Keystone, has a conflict on this date and asked if March 16<sup>th</sup> would work. Mr. Rutt amended his motion to hold the hearing on March 16, 2026, at 5pm, seconded by Mr. Gallagher. The motion carried.

- b. Determine Hearing Date for 474 Mount Sidney Road for Rezoning request submitted by E.G. Stoltzfus

Mr. Hayward moved to hold a hearing on March 2, 2026, at 5:00pm, seconded by Mr. Rutt. The motion carried.

### New Business:

- a. #2024-07 Chick Fil A Land Development Plan at 2467 Lincoln Highway East

Mr. Richard Scott was present to represent the project. The proposed project will install 2 canopies with heaters and fans for outdoor ordering and food delivery. As part of this project, the current sidewalk would be replaced and moved back to allow for a 5-foot landscape buffer along Route 30. To avoid an existing utility pole, a length of approximately 3 feet of the sidewalk will be reduced to 4-foot in width. An alternative to this would involve constructing a retaining wall and moving water service lines, closing the store. Township Engineer, David Miller/Associates, does not recommend approving the plan as presented. The Planning Commission has recommended approval.

Mr. Rutt moved to approve the plan conditioned upon construction in line with the Route 30 Streetscape Plan, which would not allow the 4-foot-wide sidewalk. Supervisors discussed options and alternatives to the plan with Mr. Scott. Without a second, Mr. Rutt's motion failed.

Mr. Gallagher moved to table the discussion until more information regarding the length of time the store would need to close to move the water service lines, seconded by Mr. Lapp. The motion to table carried with affirmative votes from Mr. Thornton, Mr. Gallagher, Mr. Hayward, and Mr. Lapp. Mr. Rutt opposed. Mr. Scott was directed to have the information for the next meeting of the Board on February 9, 2026.

b. #2025-31 Clark Associates Land Development Plan at 2257 Old Philadelphia Pike  
Chris Venarchick of RGS was present representing the applicant, noting the project is to add a 5,000 square foot storage building. This project would be an addition to ongoing work at the site and previous plans showing solar panels in this area have been amended for the addition. The applicant is requesting a waiver of preliminary land development application. Coordination with emergency services will be provided with the final plan.

Mr. Gallagher moved to approve the plan subject to the December 30, 2025, David Miller/Associates letter, seconded by Mr. Hayward. The motion carried.

c. #2025-32 High Steel Waiver of Land Development and Stormwater Management Plan at 1915 Old Philadelphia Pike  
Chris Venarchick of RGS and Jake Floyd of High Steel were present to represent the project. The project will expand an existing building over existing impervious area by 254 square feet. The plan shows impervious area being converted to pervious area to meet the stormwater management requirements. The applicant is requesting a waiver of land development due to the size and scale of the project. Ms. Hitchens noted the site is a major stormwater runoff issue for the Township with significant debris entering the stormwater system along Greenfield Road from the site. Mr. Floyd said he is willing to work with Township staff to address the issue.

Mr. Hayward moved to approve the plan with the understanding the owner will work with Township staff to address stormwater management on the site and subject to January 8, 2026, seconded by Mr. Gallagher. The motion carried.

## **Supervisor's Discussion:**

### a. Tow Policy

At the January 15, 2026, Emergency Services Committee meeting, committee members discussed towing issues and concerns with Chief Zerbe present. Committee Chair, Robert Patterson, Chief Zerbe, and a group of towing companies will meet to further discuss changes to the policy.

Mr. Steve Gribble, Chief of Ronks Fire Company, added that issues primarily arise when there are accidents involving tractor trailers. Few local towing companies can handle these accidents, and the responders need to be able to contact those companies when needed. Chief Gribble indicated his willingness to serve on the group reviewing the policy.

### b. False Alarm Fee

Updates to the False Alarm policy are still in progress. On the recommendation of the Township Solicitor, there will be further discussion as to how to set one fee across both false fire and police alarms.

### c. Line Painting Policy

The Line Painting Policy has been updated to include criteria PennDOT uses for line painting, as well as an approval process where the Public Works Director will make a recommendation as to whether lines should or should not be painted, to then be reviewed and approved or denied by the Board.

Mr. Rutt moved to approve the new policy, seconded by Mr. Gallagher. The motion carried.

### d. Park Foundation

Recreation Director, Lisa Cleveland, continues to research options for having a foundation under the umbrella of a larger organization.

### e. Recreation for the CV Region

Lisa has also reached out to West Earl and Upper Leacock Townships to restart a discussion of the potential for regional recreational programming.

### f. Information dissemination

Ms. Hitchens reviewed ways the Township currently shares information with residents and opportunities to expand options. Mr. Hayward requested data on the number of visits to the Township website to better gauge how residents may or may not be accessing the information available there. A new website, currently in beta testing, Roundabout Conestoga, will be dedicated to events and activities in Conestoga Valley. The Township could list news and events on the site when it becomes available to the public.

### g. Cost Savings to reduce deficit spending

When the Board increased taxes in 2024 by 5% to generate an additional \$180,000 in revenue, they stipulated that Township Staff should find saving in an equivalent amount.

Ms. Hitchens noted that Township staff doubled that savings goal, but it was at the cost of increased work responsibilities for staff while vacant positions went unfilled, which can't continue.

h. Other

Mr. Hayward asked for a time when the Sewer Fund Report would be discussed. Mr. Thornton noted it could be discussed at any time a report is received and is always discussed during budgeting.

**Action Items:**

a. Lancaster County Planning Commission Memorandum of Understanding  
The updated MOU outlines the responsibilities of the Township and LCPC and will expedite the review process.

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

b. Board of Supervisor Representative for Lancaster Intermunicipal Committee (LIMC)  
Mr. Rutt volunteered to be the Supervisor Representative for the LIMC.

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

c. Authorize distribution to planning partners and determine Hearing Date for  
Township Zoning Ordinance Amendment prepared by Director of Planning Jacob  
Bowen

The Amendment will need a recommendation from LCPC and the Township Planning Commission. Planning partners have 45 days to review the amendment.

Mr. Hayward moved to authorize distribution to planning partners and determine a hearing a future date, seconded by Mr. Rutt. The motion carried.

d. 2026 Fire Company Listing of Approved Activities

Mr. Gallagher moved to approve the 2026 Fire Company listing of approved activities, seconded by Mr. Hayward. The motion carried.

e. Request for Hand-in-Hand Fire Police at the Strasburg Borough Mud Sale February  
27 and 28, 2026

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

**Manager's Report:**

The Township received notification DEP will be on-site to conduct an MS4 audit on January 27 and 28 2026. Staff are hopeful doing well in a DEP audit would mean an EPA audit would also go smoothly.

**Public Comment (non-agenda items):**

Mr. Keylor, a resident, asked if the Township had decided to cover lines painted on roads in the Norm-Graham neighborhood with black paint. Mr. Thornton noted it was not budgeted for this year, but a discussion can continue with the new Board.

**Adjournment:**

Mr. Hayward moved to adjourn, seconded by Mr. Rutt. The motion carried and meeting adjourned at 8:16pm.

The next Board of Supervisors meeting will be held on Monday, February 9, 2026, at 7:00pm at the Township office, 2250 Old Philadelphia Pike, Lancaster, PA 17602.