

**December 15, 2025**

The East Lampeter Township Board of Supervisors met on Monday, December 15, 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, Mr. Ted Gallagher, and Mr. Corey Meyer. Also present in the meeting room were Ms. Tara Hitchens, Township Manager; Ms. Kimberly Piestrak, Assistant Township Manager; Chief Zerbe, Mr. Jacob Bowen, Zoning and Planning Director, and Ms. Rhiannon Eckinger-Seda, Administrative Assistant.

**Public Present:**

Harvey Meyer – resident	Kristen Kennedy - resident
John Blowers – resident	Robert Hayward - resident
Kym Killigan – resident	Steve Gribble – Ronks Fire Chief
Dave Cody – resident	Family of Chad Irwin and Noah Klem
Ryan Shuster – Fritz Elementary	Barb Huber – Ronks Auto Works
Ken Johnson – Fritz Elementary	Jonathan Andrews – resident

Ralph Hutchison – Former Township Manager

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

Mr. Harvey Meyer and Mr. John Blowers thanked Supervisors Mr. Corey Meyer and Mr. Ethan Demme for their 12-year service to the Township and recognized the commitment of time it takes to be a Supervisor.

Continued discussion of the Lafayette Park Pavilion from December 5, 20205, Special Meeting of the Board of Supervisors

Ms. Kym Killigan of Krystle Drive spoke to concerns with kids walking through yards and driving too fast on Krystle Drive coming and going from the park. She is also concerned about excess noise. Mr. Dave Cody of Crest Avenue said he does not see the need for a pavilion at Lafayette, being a small community park. He suggested that a better place for the pavilion than where it is planned is where the baseball bleachers currently are. Kristen Kennedy of Krystle Drive said she enjoys the park, but there was a lack of information for neighboring residents that a pavilion was planned.

Chief Zerbe reviewed call statistics across Lafayette Park, Community Park, and Flory Park from January 2023 up to approximately a month ago. The findings were that most of the calls did not have to do with activity at the pavilions at Community Park and Flory Park, and of the calls related to the pavilion, none resulted in arrests. Chief Zerbe also noted that

pavilions provide a place to mount surveillance cameras which have aided in solving issues in the parks. Cameras can provide live feed and begin to record when motion is detected.

Staff and supervisors discussed the possibility of relocating the pavilion planned for Lafayette Park. Ms. Hitchens reviewed other areas that were considered and how proximity to utility easements prohibited placing the pavilion at those locations. Several supervisors expressed that they use the parks, live near the parks, and did not think the addition of features to a park would be considered a negative. Mr. Demme noted that in his research, the more a park is used, the less crime there is. A resident suggested that a smaller pavilion might be more appropriate. Staff and supervisors discussed progress made on the project, including funds allocated and spent, and the feasibility of pausing the project to investigate options for relocating or resizing the pavilion. Ms. Hitchens confirmed that any deviation from the already recorded plans means all engineering and planning would need to be redone at an additional cost.

Supervisors agreed to a separate vote for a part of Consent Agenda item K, payment of a \$45,620.84 bill to Houseal for underground utility boring for the pavilion.

Chief Zerbe spoke with residents about how to report concerns they see at the parks. Reporting of problems allows the police department to act and make informed decisions on what areas need to be patrolled.

### **Consent Agenda:**

- a. Approval of December 15, 2025, Board of Supervisors meeting agenda
- b. Approval of Minutes of Friday, December 5, 2025, Special Meeting
- c. Financial Security Reduction #2022-24 Laranbo Farms Land Development Plan at 458 Mount Sidney Road
  - a. Township Engineer Letter of December 5, 2025, recommends a reduction of \$287,565.69 from the site improvement portion of the financial security and \$0 from the sewer portion of the financial security leaving a total of \$233,644.95 in the site improvement portion and \$122,313.30 in the sewer portion
- d. Financial Security Release #2023-19 High Properties Stormwater Management Plan at 1929 La Salle Avenue
  - a. Township Engineer letter of December 10, 2025, recommends a full release of \$126,747.76, representing all the funds being held for the improvements. The resulting balance will be \$0. The Township Engineer has one recommendation as part of the release, that the permanent inlet filter bag in inlet I-A4 be cleared and accumulated debris removed. The applicant will be required to pay all outstanding escrow fees prior to the full release.

- e. Time extension for recording of conditionally approved Land Development Plan #2023-05 Gish Furniture at 2205 Lincoln Highway East
  - a. The consultant has been addressing outstanding comments and requires additional time through February 10, 2026. Should the plan not be recorded by February 10, 2026, the plan shall be deemed denied.
- f. Time extension for recording of conditionally approved Land Development Plan #2024-17 Good's Real Estate at 2448 Old Philadelphia Pike
  - a. The consultant has requested a time extension to record the plan until January 15, 2026. The only outstanding item is the park fee in lieu. Should the plan not be recorded by January 15, 2026, the plan shall be deemed denied.
- g. Time extension for recording of conditionally approved Stormwater Management Plan #2025-08 Fed Ex Parking Lot at 1851 Colonial Village Lane
  - a. The applicant requests additional time to finalize the operation and maintenance agreement. Should the plan not be recorded by February 16, 2026, the plan shall be deemed denied.
- h. Time extension for recording of conditionally approved Stormwater Management Plan #2025-20 Iron Eagle Excavating at 705/709 Hartman Station Road
  - a. The applicant requests additional time to finalize the improvement guarantee and the operation and maintenance agreement and is requesting 90 days to record the plan. This, however, puts the recordation timeline to Saturday, April 4, 2026. Township staff suggests that the Board consider a time extension through Monday, April 6, 2026. Should the plan not be recorded by April 6, 2026, the plan shall be deemed denied.
- i. Time extension for action of #2025-25 Subdivision Plan for Samuel Stoltzfus at 91 North Soudersburg Road
  - a. The consultant is working on addressing the comments of the Township Engineer and is providing an additional 90 days to the Board for action. The plan must be acted on by March 29, 2026, otherwise the plan shall be deemed denied.
- j. Time extension for action of #2025-26 Land Development Plan for Lancaster Archery at 2195 Old Philadelphia Pike
  - a. The consultant is working through PennDOT HOP, PA DEP Sewer Planning, and Township Engineer comments and is providing an additional time for the Board to act. Should action not be taken by March 16, 2026, the plan shall be deemed denied.
- l. Approval to pay invoices from all funds: Total - \$630,628.47

Mr. Gallagher moved to approve the Consent Agenda, except for the Houseal bill for Lafayette pavilion utility boring, seconded by Mr. Meyer. The motion carried.

Mr. Thornton moved to approve paying the bill to Houseal, seconded by Mr. Rutt. The motion carried with a vote of 4 in favor. Mr. Meyer voted in opposition.

### **Swearing in of Police Officers**

Chief Zerbe introduced two new police officers who will join East Lampeter Township Police Department, Noah Klem and Chad Irwin. Mr. Demme led the officers in the oath of office, swearing them in.

### **Recognition of Supervisors Ethan Demme and Corey Meyer**

Mr. Thornton spoke on the service of Mr. Demme and Mr. Meyer during their tenures as Supervisors. Mr. Demme and Mr. Meyer received certificates from PSATS and plaques from the Township, denoting their service to the Township. Mr. Ralph Hutchison, retired East Lampeter Township manager, thanked Mr. Demme and Mr. Meyer for their service.

**Old Business:** None

### **New Business:**

- a. #2025-14 Conestoga Valley School District Fritz Elementary Land Development Plan at 845 Hornig Road

Mr. Ryan Shuster and Mr. Ken Johson were present to represent the project. The applicant has proposed demolishing existing paved areas to construct a new classroom building, cold storage building addition, new parking area, new access drives, new walkways, and related stormwater facilities. Mr. Shuster reviewed discussions with David Miller/Associates and the Planning Commission. Ms. Hitchens noted concern with parking for events. Mr. Johnson reviewed existing parking and what changes will be made to maximize parking. The project will begin next summer, with the hopes of completing the work in 18 months.

Mr. Thornton moved to approve the plan, based on the December 5, 2025, David Miller/Associates letter, seconded by Mr. Gallagher. The motion carried.

- b. #2025-18 Jonathan Andrews Stormwater Management Plan at 2070 Creek Hill Road

Mr. Andrews plans to add an addition to the home, a circular driveway, underground stormwater management, and plan for a pool in the future. Mr. Andrews hopes to break ground in March with construction lasting approximately 8 months.

Mr. Thornton moved to approve the plan, based on the December 2, 2025, David Miller/Associates letter, seconded by Mr. Rutt. The motion carried.

- c. #2025-29 Ronks Auto Waiver of Land Development Plan at 2790 Lincoln Highway East Lampeter Township

The owners of Ronks Auto have gone through the Zoning Hearing Board, obtaining non-conforming use approval for placement of a shed on the property. Stormwater management is not a concern as the structure will be over existing impervious area.

Mr. Rutt moved to approve the waiver of land development, seconded by Mr. Gallagher. The motion carried.

- d. Zoning Text Amendment Discussion

Mr. Jacob Bowen, Township Zoning and Planning Director, presented potential amendments to the existing zoning text. The goals are to introduce discussion in response to the 2023 Housing Needs Study move toward consensus on an Ordinance Amendment. Overall recommendations are to allow different types of housing in more places, which will increase housing density. Mr. Bowen included examples of housing existing and functioning in nearby municipalities that are prohibited by the Township's current zoning text.

Supervisors were receptive to the presentation, appreciating the move towards workforce housing, increased accessibility to housing, and flexibility, allowing the marking to respond to demand. Changes could be put in place towards the end of 1<sup>st</sup> quarter, 2026.

**Supervisor Discussion items:**

- a. Tow Policy, False Alarm Fees – update after discussion at the November 20, 2025, Emergency Services Committee Meeting

Emergency Services Committee members have asked for additional changes to both policies. Those changes will be taken to the committee at their January 2026 meeting and then brought back to the Board.

- b. Line Painting Policy – No report
- c. Park Foundation – No Report
- d. Other - None

**Action items:**

- a. Hearing for Ordinance for adoption of Business Improvement District Authority

Mr. Demme opened the hearing. The hearing is to establish the authority, the authority members, and articles of incorporations. Ms. Hitchens reviewed authority members who represent 5 properties within the Business Improvement District.

Mr. Meyer moved to close the hearing, seconded by Mr. Gallagher. The motion carried.

Mr. Rutt moved to adopt the ordinance, seconded by Mr. Meyer. The motion carried.

- b. Hearing for Ordinance for adoption of 2024 IPMC (International Property Maintenance Code)

Mr. Demme opened the hearing. The IPMC code is used for every property that is not single-family owner-occupied for any maintenance issue. Those properties are overseen by the Zoning and Planning Department, with inspections done by a third party.

Mr. Thornton moved to close the hearing, seconded by Mr. Rutt. The motion carried.

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

- c. Approval of Sewer EDU Transfer Policy

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

- d. Appoint Nick Wagner to fill the vacancy on the Industrial and Commercial Development Authority, term ending 1/16/2027

Mr. Meyer moved to appoint Nick Wagner, seconded by Mr. Gallagher. The motion carried.

- e. Adoption of 2026 Budgets

Mr. Thornton moved to adopt the 2026 Budgets, seconded by Mr. Rutt. The motion carried.

- f. Resolution setting 2026 Real Estate Tax Rate

The millage rate will increase to 2.2605.

Mr. Gallagher moved to approve the 2026 Real Estate Tax Rate at 2.2605 millage rate, seconded by Mr. Thornton. The motion carried.

- g. Approval of 2026 Pay Policy

Mr. Meyer moved to approve the 2026 Pay Policy, seconded by Mr. Rutt. The motion carried.

- h. Resolution for Township Fees for 2026

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

- i. Resolution for Sewer Rate Fees for 2026 Service

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

**Manager's Report:**

- a. 2026 Meeting Calendar for Publication

With no changes recommended by the Board, the 2026 Meeting Calendar will be published.

b. Lining of Stormwater Pipes

The lining of Stormwater pipes will be an ongoing project. \$100,000 is allocated each year for videotaping of pipes to determine the need for replacement or lining. In 2026, approximately \$2.5 million from the Stormwater fund is allocated to stormwater pipe replacement and lining. Public Works staff coordinate Stormwater pipe repairs with roads to be paved the following year.

c. Willow Road Culvert Replacement

The project is slated to begin in January 2026 and be completed by the end of April 2026. Emergency services have been notified as they may need to be aware of road closures and detours related to the project.

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

Ronks Fire Chief Steve Gribble thanked Mr. Demme and Mr. Meyer for their service and involvement.

**Adjournment:**

Mr. Meyer moved to adjourn, seconded by Mr. Gallagher. The motion carried and meeting adjourned at 8:59pm.

The Reorganization Meeting of the Board of Supervisors will be held Monday, January 5, 2026, at 7:00pm at the East Lampeter Township office.