

March 16, 2026

The East Lampeter Township Board of Supervisors met on Monday, March 16, 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 attendance were Supervisors Mr. Roger Rutt, Mr. Robert Hayward Jr., and Mr. Michael Lapp. Vice Chair Ted Gallagher was absent. Also present in the meeting room were Ms. Tara Hitchens, Township Manager; Ms. Kimberly Piestrak, Assistant Township Manager, Police Chief Stephen Zerbe, and Ms. Stephanie Leakway, Administrative Assistant.

Public Present:

Chief Zerbe – East Lampeter Police	Jared Dykshoorn – East Lampeter Police
Greg Dolk- East Lampeter Police	Matthew Hess – East Lampeter Police
Brian Masterson – Register Assoc.	Anthony Petersheim – Lancaster Design Build
Chris Monahan – Mack Engineering	Nick Wagner – resident
Ken McCombs – Leola Lions	Family of Officer Andrew Zentner
Mr. Ed Mackey – resident, via Zoom	Ms. Elizabeth White-Hurst, via Zoom – Nolt’s Mill

Public Comment (non-agenda items): None

Consent Agenda:

- a. Approval of the March 16, 2026, Board of Supervisors meeting agenda
- b. Approval of the Minutes for the Monday, March 2, 2026, Regular Meeting
- c. Approval of the Minutes for the Wednesday, March 4, 2026, Forecast Meeting
- d. Time Extension for action #2025-25 Samuel Stoltzfus Subdivision 91 North Soudersburg Road – The applicant’s consultant is offering 120 days for the Board of Supervisors to act on the subdivision plan as the Township Engineer, Township Staff, and neighboring municipality have provided comments that need to be addressed. Should the Board accept this offer of time extension, the Board would need to act by July 27, 2026. The last meeting before this date is July 13, 2026.
- e. Time Extension for action #2026-03 High Foundation Land Development Plan at 700 Greenfield Road – The applicant’s consultant is offering a time extension for action through May 12, 2026, to address comments from the Township Engineer. The last meeting of the Board prior to that date is May 11, 2026.
- f. Financial Security Reduction for #2024-13 Sheetz at 2100 Lincoln Highway East – The Township Engineer, David Miller Associates, letter of March 3, 2026, recommends reducing the amount held by \$1,159,354.48, leaving a balance of \$13,300.52.
- g. Approval to pay invoices from all funds totaling: \$255,293.62

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

2025 Officer of the Year Award – Andrew Zentner

Mr. Ken McCombs of the Leola Lions Club presented the award to Officer Zentner. In his 2.5 years with ELTPD Officer Zentner has received several commendations and letters of recognition. Congratulations to Officer Zentner!

Recognition of 25 Years of Service to the East Lampeter Township Police Department

Chief Zerbe recognized Officer Berry and Officer Goss, who could not be present for the meeting, for their 25 years of service to ELTPD.

Chief Zerbe also recognized Detective Jones for his 25 years of service to ELTPD noting his many accolades and accomplishments. Chief Zerbe presented Detective Jones with a 25 year wood box.

2025 Police Department Annual Report – Chief Zerbe

Police responded to 20,876 calls in 2025. False alarm calls rose 7% from 2024. Chief and supervisors discussed causes of false alarms and fees charged for responses to them. Sick and light duty hours increased from 2024 due to several significant injuries. Overtime hours were kept to the same standard. Chief noted that the department receives reimbursement for overtime hours for enforcement of seat belt use and DUI on Route 30. Route 30 entrance and exit ramps are where most vehicle accidents occur. However, crashes on Route 30 were down by 100 from 2024. East Lampeter is always first or second in number of crash team call outs where accidents are reconstructed, typically in cases of fatality. The Nuisance Hotel Ordinance is motivating hotel employees to self-report and comply with the ordinance.

Old Business: None

New Business:

- a. #2024- 32 Christian and Katie Stoltzfus Subdivision Plan at 2198 Hobson Road

Mr. Brian Masterson with Regester Associates represented the project. The project splits land between 2198 and 2244 Hobson Road to create two farms. No new buildings are proposed. The owner has been working with the Township on a streambank restoration project. Staff recommend approval of the plan be conditioned upon an agreement for the stream bank restoration to continue.

Mr. Rutt moved to approval the plan subject to an agreement for the stream bank restoration and the May 12, 2025, David Miller/Associates letter, seconded by Mr. Hayward. The motion carried.

b. #2025-05 Cocalico Creek Land Development Plan at 2331 Lincoln Highway East

Mr. Chris Monahan with Mack Engineering and Mr. Anthony Petersheim with Lancaster Design Build represented the project. The plan proposes a 36,000 square foot commercial building which will function as an extension of the existing Cocalico Creek business. The plan has been through several Planning Commission approvals, addressed all Township Engineer comments, and is going through NPDES approval. Mr. Masterson noted wavier requests to accept the presented plan as final and use smaller stormwater pipes.

Mr. Rutt moved to approve the plan conditioned upon the February 24, 2026, David Miller/Associates letter and completion of Route 30 Streetscape agreement and easement documents, seconded by Mr. Lapp. The motion carried.

c. Sewer Planning Module Resolution: 700 Greenfield Road Land Development Plan

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

d. Upper Leacock Township Zoning Amendment – Agricultural Activities in the MU Zoning District

Upper Leacock Township, as a neighboring municipality, sent the proposed amendment for review and comment. Mr. Jacob Bowen, Zoning/Planning Director, provided a review letter.

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

e. Upper Leacock Township Zoning Amendment – Short Term Rentals

Mr. Bowen provided a review of the amendment. Chief Zerbe also reviewed the amendment and provided comment related to enforcement of the ordinance, due to East Lampeter's contracted police services in Upper Leacock Township.

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

f. Potential Subdivision and/or Sale of Township Property – Nolt Mill and House

The property was acquired in 2020 for its proximity to Gibbons Park and the opportunity to remove sediment behind the dam. Since then, the Township has utilized a storage building on the property and the home in partnership with Bridge of Hope to provide housing for an underprivileged family. The Township has endured upkeep costs to prevent the property from falling in disrepair. The property now has roof repair and replacement costs estimated at \$235,000. At a 2026 Budget Workshop meeting, the Board suggested researching

whether the property can be subdivided. At this recommendation, Township staff engaged an appraiser for potential division of the residence and the Mill with the barn as separate properties. Staff also researched the possibility of retaining easements for fire engines to draft the creek and for the Township to retain the rights to the mill race and dam. Several supervisors expressed that they would be interested in knowing more about costs associated with various options. Mr. Ed Mackey neighbors the property and he and his partner Ms. Elizabeth White-Hurst have interest in the property. Board members agreed to have the conversation continue between Mr. Mackey, Ms. White-Hurst, and Township staff.

Supervisor's Discussion:

- a. Tow Policy and False Alarm Fee

False alarm fees will be discussed at the upcoming Emergency Services Committee meeting. Chief Zerbe is setting up a second meeting with tow companies.

- b. Cost Savings to reduce deficit spending

There are no cost-saving updates, but financial reports were provided to the Board.

- c. Other - None

Action Items:

- a. Approve easements associated with Lincoln Highway Streetscape Phase 3 at 2291 Lincoln Highway East and 2320 Lincoln Highway East

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

- b. Settlement Agreements for Right of Way Acquisition re: Lincoln Highway Streetscape Phase 3 for 2 Pleasant Drive and 2291 Lincoln Highway East

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

- c. Award of Bid for in place paving materials

Mr. Rutt moved to accept the lowest bid, received from Pennsy Supply bid for \$285,643.66, seconded by Mr. Lapp. The motion carried.

- d. Award of Bid for in place oil and chip materials

Mr. Hayward moved to accept the lowest bid, received from Martin's Paving for \$44,171.76, seconded by Mr. Rutt. The motion carried.

Manager's Report:

- a. Sewer Rate increase of \$5 per quarter takes effect April 1, 2026

The increase takes the per-EDU rate to \$100 per quarter. Ms. Hitchens provided sewer rates for neighboring municipalities and East Lampeter remains among the lowest. The rate increase has been shared in the newsletter, social media, and Township website.

- b. BID Meetings – will be held the 2nd Tuesday of the month at 4pm here at the Township building

The first meeting was held on March 10, 2026.

Public Comment (non-agenda items): None

Adjournment:

Mr. Hayward moved to adjourn, seconded by Mr. Lapp. The motion carried and meeting adjourned at 8:20pm.

The next meeting of the Board of Supervisors will be held Monday, April 6, 2026, at 7:00pm in the Township office.