

December 2, 2019

The East Lampeter Township Board of Supervisors met on Monday, December 2, 2019 at 7:30 pm. at the East Lampeter Township Office: 2250 Old Philadelphia Pike, Lancaster, PA 17602. The meeting was called to order by Chairman Corey Meyer. In addition to Mr. Meyer, supervisors present were: Mr. John Blowers, Mr. Dave Buckwalter, Mr. Ethan Demme and Mr. Glenn Eberly. Also, present was Mr. Ralph Hutchison Township Manager.

The following persons signed in as being present in the audience:

Lynn Commero, representing LNP

Public Comment (non agenda items)

None

Consent Agenda

- a. Approval of the Minutes of the Wednesday, October 21, 2019 Regular Meeting
- b. Approval of the Minutes of the Thursday, November 7, 2019 Special Meeting
- c. Approval of the Minutes of the Monday, November 18, 2019 Regular Meeting
- d. Approval to pay invoices from all funds: Total \$590, 271.81
- e. Request for Financial Security Release – Redcay / HACC: Old Philadelphia Pike

Chairman Meyers presented the bills to be paid from various funds for the total amount of \$590,271.81. He mentioned the large payment amount \$62,500.00 to Township Fire Companies for 4th quarter contributions (\$15,625.00 each to Hand In Hand Fire Co., Lafayette Fire Co., Ronks Fire Co., and Witmer Fire Co.) and \$9,250.00 to local Libraries for 4th quarter contributions (\$4,255.00 to Lancaster, \$3,145.00 to Manheim Township and \$1,850.00 to Pequea Valley).

Chairman Meyer also mention the Request for Financial Security Release for Redcay / HACC: Old Philadelphia Pike in the amount of \$268,866.58 with a remaining balance of \$0.00.

Mr. Blowers made a motion to approve the consent agenda as presented excluding the November 7, 2019 meeting minutes. Mr. Buckwalter seconded the motion and it was passed by unanimous voice vote.

Old Business

None

New Business

None

Action Items:

None

Manager's Report:

a. MS4 Report

Mr. Hutchison stated that the Township has been working to have the articles of incorporation for the East Lampeter Sewer Authority modified to include the stormwater system in the Township. Since the Supervisors and the Authority took the required actions at their meetings in November, the documents have been submitted to the Department of State. We are now waiting on a response. In the meantime, Township staff continues to work on the credit policy and plan to meet again with the stakeholders to review it.

b. Places 2040 Survey

Mr. Hutchison stated that the County Planning Commission is seeking public input regarding the best ways to implement the Places 2040 County Comprehensive Plan adopted earlier this year. They have created an on line survey and are requesting County residents to take the survey so that their preferences will be known. In order to address the different areas of the county, they split the county up into five different areas. East Lampeter Township is in two of these areas, and so Township residents should view the map information carefully in order to make sure that their responses are identified with the correct area. Township staff has added the link to the survey to the Township website.

c. Census 2020

Mr. Hutchison mention that the Township is involved in the process now and that the Census Bureau is looking for people to do the work. There are full and part time position opportunities. Additionally, he indicated that the population count information is used for a variety of funding programs such as the Highway Aid allocation from PADOT. It is therefore very important that all Township residents are counted so that the Township doesn't lose funds that should be allocated for the benefit of Township residents.

Adjournment

A motion was made by Mr. Eberly and seconded by Mr. Blowers to adjourn the meeting. The motion was passed by unanimous voice vote. The next regularly scheduled meeting is to be held on Monday, December 16, 2019 beginning at 7:30 pm.

Respectfully submitted,
Ralph Hutchison
Township Manager

EAST LAMPETER TOWNSHIP
2250 Old Philadelphia Pike, Lancaster PA 17602
(717) 393-1567, FAX (717)-393-4609
Board of Supervisor's Meeting - APPROVALS
December 02, 2019

Between Meetings:
BP#66248 _ \$553.82
BP#66249 _ 66291 _ \$49,290.81
Cks#66292 _ 66303 _ \$92,013.26
Highway Aid Fund
Ck#646 _ \$1,121.60

2019 Hsa/EEContrib/Preauth MT# [REDACTED]
PR#24 _ \$3,238.00

Hsa/EmployerContrib/NewEmployee:Shoemaker 2pty
\$1,620.00

ICMA-EE Contrib ACHd to ICMA from Plgit# [REDACTED]
PR#24 _ \$3,721.32

IIC/Med/Den_Clms/Dec'19ACH GFPlgitToJShore# [REDACTED] _ \$98,934.75

ACHdToMorganStanleyCustodial-UMBBank/PRPensionDeductions:
Non Univ: PR#24 _ \$343.05 / Police: PR#24 _ \$6,875.12
Non Univ: PR# _ \$ / Police: PR# _ \$

OneAmerica,Life/LTD,Nov'19/PreauthWD MT#19191 _ \$1,608.08

PreauthACHWD/MT# [REDACTED] UGI accounts:

41100 [REDACTED] due _ \$
41100 [REDACTED] due _ \$
4110 [REDACTED] due _ \$
41100 [REDACTED] due _ \$
41100 [REDACTED] due _ \$
4110 [REDACTED] due _ \$

WilmingtonTrust_aka MTBank/Trust ac# [REDACTED] ELTSer'16A_Int/Prin _ \$330,172.00
WilmingtonTrust_aka MTBank/Trust ac# [REDACTED] /ELT16ASink _ \$780.00

Grand Total: \$590,271.81

SIGNATURE 1: _____

SIGNATURE 2: _____

553.82 +
49,290.81 +
92,013.26 +
1,121.60 +
3,238.00 +
1,620.00 +
3,721.32 +
98,934.75 +
343.05 +
6,875.12 +
1,608.08 +
330,172.00 +
780.00 +
590,271.81 +

IIC-East Lampeter Township			XXX-XX-0010	PNC	HSA	11/21/2019	\$20.00
IIC-East Lampeter Township			XXX-XX-0010	PNC	HSA	11/21/2019	\$10.00
IIC-East Lampeter Township			XXX-XX-0010	PNC	HSA	11/21/2019	\$60.00
IIC-East Lampeter Township			XXX-XX-0010	PNC	HSA	11/21/2019	\$50.00
IIC-East Lampeter Township			XXX-XX-0010	PNC	HSA	11/21/2019	\$40.00
IIC-East Lampeter Township			XXX-XX-0010	PNC	HSA	11/21/2019	\$50.00
IIC-East Lampeter Township			XXX-XX-0010	PNC	HSA	11/21/2019	\$140.00
IIC-East Lampeter Township			XXX-XX-0010	PNC	HSA	11/21/2019	\$40.00
IIC-East Lampeter Township			XXX-XX-0010	PNC	HSA	11/21/2019	\$25.00

0.00 +
20.00 +
10.00 +
40.00 +
21.00 +
109.00 +
25.00 +
50.00 +
12.00 +
75.00 +
50.00 +
20.00 +
65.00 +
120.00 +
10.00 +
25.00 +
50.00 +
75.00 +
80.00 +
40.00 +
30.00 +
50.00 +
90.00 +
75.00 +
50.00 +
40.00 +
75.00 +
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50.00 +
10.00 +
50.00 +
55.00 +
50.00 +
21.00 +
65.00 +
50.00 +
100.00 +
200.00 +
100.00

HSA EE Contrib PR# 24

BOS Approved @ 12/02/2019 mtg

Signature 1: [Signature]

Signature 2: [Signature]

Admin

Enter Employee ID

Find

Advanced Search

Last Login:

My Account

EMPLOYER / Contribution Manager

Create Contributions

Deposit submitted successfully.

EMPLOYEE

EMPLOYER

Contribution Manager

Contribution Manager

Create Contributions

Contribution Import & Results

HSA Funding Account

REPORTS

Admin: Spending Account Processing

Employer: IIC-East Lampeter Township IIC-East Lampeter Township ☐ List All

Plan Year: Plan Year: Current

Benefit Plan: All Items checked

Billing Group: All Items checked

Account Segment: Select Account Segments

Division: Select Divisions

Use this tool to make contributions to employee accounts, using a payroll date of today, in the future or in the past.

Please review the Contribution Manager page under Pending Contributions for any possible duplicate contributions.

Contributions made to this account type are placed in a status of "Pending - Future Deposit." Based on the payroll date provided, the system will post the deposits to the account on the payroll date specified or if the payroll date requested is today or in the past, then the payroll deposit will post to the account the next day.

1. Select Payroll Date:

11/25/2019

2. Select Method to Auto-Populate Contributions:

Per Pay Period Amounts

3. Select Accounts to Receive Contributions:

Only Active Accounts

Display Contributions

Contribution Results

The table below lists the contributions pending for the payroll date above, including payroll contributions previously loaded. To load additional contributions, please click reload the 'Create Contributions'

The 'Expedite Processing of Pending Contributions' button will process contributions for up to 8 minutes or up to 3000 records. During processing, the expedite option will be unavailable until processing of the expedited contributions is complete. Once completed, the contributions that have been processed will no longer appear under 'Pending Contributions' and the 'Expedite Processing of Pending Contributions' option will be available again to expedite remaining contributions.

Showing 1 record

Employee ID	Name	Display Date	Account Type	Deposit Type	Status	Employee Amount	Employer Amount	Action
XXXXX0010		11/25/2019	PNC	Payroll	Pending - Funding Deposit	\$0.00	\$1,620.00	Edit Delete
Total:						\$0.00	\$1,620.00	

1 pending contribution found.

Delete All

Expedite Processing of Pending Contributions

Export to Excel

Save Employee Amounts as Employee Per Pay Period Election

Save Employer Amounts as Employer Per Pay Period Election

HSA-ER contrib. -2019
NEW EMPLOYEE: [REDACTED]

INS. Effective: 11/07/19 / 2 Pty Coverage

BOS Approved @ 12/02/19 mtg

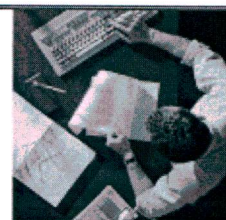
Signature 1:

Signature 2:



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Please print this page for your records.

The reference number for this transaction is: 2972411

Transaction Type	ACH Redemption
Entry Date	11/20/2019
Transaction Date	11/22/2019
Account	GENERAL FUND
Investment Type	PLGIT - Class
ACH Instruction	M & T Bank
Amount	\$3,721.32

BOS Approved @ 12/02/2019 mtg.**Signature 1:****Signature 2:****KMA
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Intergovernmental Insurance Cooperative

East Lampeter Township
325

Coverage Dates:	01-Dec-2019 to 31-Dec-2019
Invoice ID:	18152-0
Invoice Created Date:	11/13/19
Invoice Due Date:	12/01/19
Open Balance:	\$0.00
Invoice Amount:	\$98,934.75
Surplus Credit:	\$0.00
Amount Due:	\$98,934.75

		Medical			Ancillary		Total
Month		Loss	Claim Fund	Total	Dental	Total	
Medical							
		\$5.80	(\$978.48)	(\$1,485.22)	(\$8.40)	(\$8.40)	(\$1,493.62)
		2.77	\$42,596.07	\$59,965.76	\$151.20	\$151.20	\$60,116.96
		90	\$489.24	\$742.61			\$742.61
		2	\$22,678.56	\$32,668.70	\$109.20	\$109.20	\$32,777.90
		\$192.90	\$489.24	\$742.61			\$742.61
Sub-Total		\$23,610.69	\$65,274.63	\$92,634.46	\$252.00	\$252.00	\$92,886.46
Miscellaneous Expenses							
October UCCI Dental Claims							\$6,048.29
Sub-Total							\$6,048.29
INVOICE GRAND TOTAL	\$3,749.14	\$23,610.69	\$65,274.63	\$92,634.46	\$252.00	\$252.00	

11C med Dep. / Dec '19

BOS Approved @ 12/02/2019 mtg-

Signature 1:

Signature 2:



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Purchases
[Initiate ACH Purchase](#)
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[Wire Purchase Notify](#)
Redemptions
[Initiate ACH Redemption](#)
- [Single Entry Form](#)
- [Multi-entry Form](#)
- [Flexible Batch Form](#)
[Initiate Wire Redemption](#)
Transfers
[Transfer](#)
[Exchange](#)
[Participant to Participant](#)
Miscellaneous
[Stop Payment Request](#)
[Pending Trans Manager](#)

▶ **Reports**

▶ **Transactions**

▶ **Tools / Forms**



Transactions - Transaction Complete

Please print this page for your records.

The reference number for this transaction is: 2975868

Transaction Type	ACH Redemption
Entry Date	11/25/2019
Transaction Date	11/27/2019
Account	[REDACTED] GENERAL FUND
Investment Type	PLGIT - Class
ACH Instruction	UMB Bank - [REDACTED]
Amount	\$343.05

BOS Approved @ 12/02/19 mtg
Signature 1:
Signature 2:

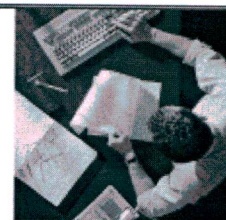
UMB Bank NON UNIFIED
PR#24

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Please print this page for your records.

The reference number for this transaction is: 2975864

Transaction Type	ACH Redemption
Entry Date	11/25/2019
Transaction Date	11/27/2019
Account	[REDACTED] GENERAL FUND
Investment Type	PLGIT - Class
ACH Instruction	UMB Bank [REDACTED]
Amount	\$6,875.12

BOS Approved @

12/02/19 mtg.

Signature 1:**Signature 2:**

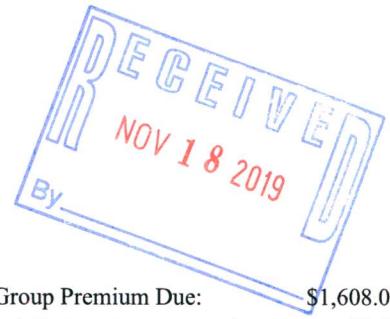
UMB Bank Police Pen
ALC
PR #24

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AMERICAN UNITED LIFE INSURANCE COMPANY

a ONEAMERICA Company
One American Square PO Box 6123
Indianapolis, IN 46206-6123



Group Name: East Lampeter Township
Group Policy No: C [REDACTED]
Premium Due Date: 11/01/2019
Coverage Period: 11/01/2019 - 11/30/2019
Invoice Date: 11/11/2019

Current Group Premium Due:	\$1,608.08
Employee Adjustments:	+ \$0.00
Premium Due:	\$1,608.08
Administrative Fee:	+ \$0.00
Prior Balance:	+ \$0.00
Total Amount Due:	\$1,608.08
Group Premium Due:	\$1,608.08

BOS Approved @ 12/02/2019 mtg

Signature 1: [Signature]

Signature 2: [Signature]

**East Lampeter Township
ATTN: Kevin Hostetter
2250 Old Philadelphia Pike**

Lancaster, PA 17602

NOTE: Any other communications and requests should be sent to:
American United Life Insurance Company, PO Box 6123, Indianapolis, IN 46206-6123; or email
GroupContactCenter@OneAmerica.com; or call us at 1-800-553-5318.

See Exhibit A for IMPORTANT NOTICE AND INSTRUCTIONS

Notes Section

Your November 2019 premium draft will be initiated on December 6, 2019.

Detach and return the bottom portion of this page with your payment in the enclosed envelope to ensure timely receipt and processing by American United Life Insurance Company.

Remit payment to:
American United Life Insurance Company
Group Premium
5870 Reliable Parkway
Chicago, IL 60686-0058

Group Name: East Lampeter Township
Group Policy No: C [REDACTED]
Premium Due Date: 11/01/2019
Coverage Period: 11/01/2019 - 11/30/2019
Invoice Date: 11/11/2019
Total Amount Due: \$1,608.08

Total Amount Paid: \$ _____

[REDACTED] 08110119006151820 [REDACTED] 00000000000000000000000000000000 [REDACTED]



J 0 1 0 0 B



WILMINGTON TRUST

Wilmington Trust Company
Corporate Trust
285 Delaware Avenue, 3rd Floor
Buffalo, NY 14202-1885

Date: 10/15/2019

Administrator: CAMPISE MARK
Phone: (716)842-2325
Trust Acct No: [REDACTED]
Name: EAST LAMPETER 16A

✓
FAVED TO
M. Campise
10/30/19

TOWNSHIP OF EAST LAMPETER
ATTN: MANAGER
2250 OLD PHILADELPHIA PIKE
LANCASTER PA 17602

Please see below Debt Service Invoice for your upcoming Payment.

Debt Service Due: 11/15/2019

Registered interest due:	40,172.00
Registered principal due:	<u>290,000.00</u>

Total 330,172.00

Please return a copy of this notice with your remittance. If you have any questions, please contact your Relationship Manager.
Please note that funds must be received by 10:00 am on payment date for timely payment to Bondholders on payment date.

Please select a payment method below that is most convenient for you.

Payment by Wire:

M&T Bank

ABA: [REDACTED]

Account: Your Trust Account Number listed above.

Payment by ACH:

M&T Bank

ABA: [REDACTED]

DDA: [REDACTED]

FFC: Your Trust Account Number listed above.

Payment by Check:

Please refer to the address in the top right corner of this Invoice.

Please Charge M&T Account:

Please complete the information and return this letter to the address in the top right corner of this Invoice.

Checking (☒) Savings (☐)

Account# [REDACTED]

Trust Account No. (Listed above) [REDACTED]

Charge Date: 11/08/2019

000

Kevin L. Hostetter,
Finance Director

BOS Approved @ 12/02/19 mtg.

Signature 1: [Signature]

Signature 2: [Signature]

Setup [REDACTED]

FAV TO
M. Campise
Wilmington Trust
Trust A [REDACTED]

PRIN [REDACTED]

INT [REDACTED]

Invoice Date: 10/31/2019

Invoice Number: 20191031-64495-A



Billing Record: [REDACTED] EAST LAMPETER TWP 16A SINK

RECEIVED

NOV 12 2019

EAST LAMPETER
TOWNSHIP

Must be setup
for Pymt

TOWNSHIP OF EAST LAMPETER
ATTN: MANAGER
2250 OLD PHILADELPHIA PIKE
LANCASTER, PA 17602

Put thru
BOS 12/02/19
mtg.

INVOICE SUMMARY

TOTAL

\$ 780.00

* See attached worksheet for calculation details

BOS Approved @ 12/02/2019 mtg.

Signature 1:

Signature 2:

Invoice Date: 10/31/2019

Invoice Number: 20191031-64495-A

PAYMENT DUE UPON RECEIPT

PLEASE FOLD AND DETACH BOTTOM PORTION AND MAIL WITH YOUR PAYMENT.

Charges remaining unpaid may incur a late fee of 1.5 percent per month, 18 percent per annum. Please include billing portfolio number, name and invoice number on ACH, Check or Wire.

WIRE / TRANSFER FUNDS TO:

Wilmington Trust ABA [REDACTED]

REFERENCE: Please include the portfolio number, name and invoice number.

MAIL REMITTANCES TO:

Wilmington Trust Fee Collections

PO Box 8955

WILMINGTON, DE 19899 - 8955

Should you have any questions regarding this invoice, please contact Mark R Campise at (716)842-2325 or MCAMPISE@WILMINGTONTRUST.COM. Thank You.