

April 6, 2020

The East Lampeter Township Board of Supervisors met on Monday, April 6, 2020 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. Blowers, Mr. Dave Buckwalter, Mr. Ethan Demme and Mr. Glenn Eberly. Also, present was Mr. Ralph Hutchison Township Manager and Ms. Tara Hitchens Director of Planning/Zoning.

The meeting was held using Zoom, an internet web conferencing tool. Chairman Meyer read a statement regarding the use of Zoom for this public meeting including instructions for the public to use in order to participate in the meeting.

The following persons joined the meeting via Zoom and were present for the meeting:

Harvey Meyer
Doug Glick
Marlin Groff
Christina
Lynn Commero, representing LNP

Public Comment (non agenda items)

None

Consent Agenda

- a. Approval of the Minutes of the Monday, March 16, 2020 Regular Meeting
- b. Approval to pay invoices from all funds: Total - \$513,542.73
- c. Request for Financial Security Reduction: Beiler – 338 Beechdale Rd.
- d. Request for Time Extension: Turkey Hill Car Wash – 5 Strasburg Pike

Chairman Meyer presented the bills to be paid from various funds for the total amount of \$513,542.73. He mentioned the large payment amounts of \$12,140.32 to Aqua Flow Pump & Supply for grinder equipment and controls for Fertility Pump Station, \$5,265.00 to BEI Holding Inc. for interview room recording equipment and \$19,122.83 to Witmer Safety Group for fire arms and ammunition.

Chairman Meyer also mentioned the Request for Financial Security Reduction: Beiler – 338 Beechdale Rd. Township engineer has inspected the site and is recommending a \$0.00 reduction at this time additional work is needed to complete all the required improvements. He also mentioned a 60-day Time Extension request for Turkey Hill Car Wash -5 Strasburg Pike to the recording period.

Mr. Blowers made a motion to approve the consent agenda as presented. Mr. Eberly seconded the motion and it was passed by unanimous roll call vote.

Old Business

- a. Resolution re Sewer Planning Module: High Assoc. – Zook/Yoder/Esh

Mr. Hutchison stated that this was processed by the applicant through DEP's exemption process, however, DEP rejected the application. The Township has heard from prior applications that they have decided that the Sewer Plant is not within the Clean Streams Law based upon the consent agreement that was entered into between DEP and the City back in 2017. Now DEP is making everyone do full Sewer Planning Module. The is now in the process of submitting a full sewer planning module application.

Mr. Eberly made a motion to approve the Resolution re Sewer Planning Module: High Assoc. – Zook/Yoder/Esh. Mr. Blowers seconded the motion and it was passed by unanimous roll call vote.

Resolution 2020-10

- b. Announce Officer Mauro swearing in on March 18, 2020 by Chairman Meyer

Chairman Meyer stated that he had the opportunity of swearing in Officer Mauro on March 18, 2020. It was nice private ceremony with family members.

- c. Announce availability of online survey re Bridgeport Mobility Plan

Mr. Hutchison mentioned that there was a final public presentation to be done in early April but it had to be canceled because of the circumstances. It is to be rescheduled. The survey can be found on the Township's website.

- d. Announce availability of online survey re Old Philadelphia Pike corridor plan

Mr. Hutchison stated that there was an article in the Lancaster News Paper today and that the survey can be found on the Township's website or the Lancaster County Planning Commission website. The Lancaster County Planning Commission put this together they are helping the three Townships. The entire corridor of Old Philadelphia Pike from Bridgeport in East Lampeter to the county line in Salisbury Township. They are seeking public input on this planning effort for the corridor.

- e. Announce postponement of Devon Creek Conditional Use Hearing

Chairman Meyer announced that the Devon Creek Conditional Use Hearing was set for Wednesday, April 8th there was advertising posted, however do the crisis applicants has provided a time extension for Township action and the hearing is therefore being postponed.

New Advertising and posting will be done when a new date has been selected. Check the Township's website calendar for scheduling information.

Mr. Buckwalter made a motion to accept the postponement of the Devon Creek Conditional Use Hearing. Mr. Demme seconded the motion and it was passed by unanimous roll call voice vote.

- f. Announce online presentation of ELSA meeting on April 8, 2020

Chairman Meyer announced that the East Lampeter Sewer Authority will hold their regular April meeting via Zoom on Wednesday, April 8, 2020 beginning at 4 pm. Access to the Live Stream meeting can be found through that Township's website calendar.

- g. Announce postponement of Zoning Hearing Board Hearings

Chairman Meyer announced that all Zoning hearings which would have been held on April 9, 2020 or April 23, 2020 have been postponed. Information on rescheduling these hearing will be provided through the Township website.

- h. Announce cancellation of Planning Commission Meeting

Chairman Meyer announced that the April Planning Commission meeting scheduled for April 14, 2020 has been cancelled. The next regularly scheduled Planning commission meeting is planned for May 12, 2020. Any changes to this schedule will be noted on the Township's website calendar.

- i. Special Emergency Service Committee meeting to be held on April 16, 2020

Chairman Meyer mention that Lafayette Fire Company is looking to getting an apparatus purchased. To meet the ordering deadline, the Emergency Service Committee will be holding a special meeting using Zoom on April 16, 2020 beginning at 7 pm.

New Business

None

Action Items:

- a. Renew / Continue Declaration of Disaster Emergency

Mr. Hutchison stated that were nothing wrong with the declaration that was done at the last meeting. It just didn't have a date or time duration for the disaster. It was suggested that the Board do another one to renew it or continue it for a specific time period. Mr. Hutchison stated he put 90 days in the declaration but it could be something further than that if the Board prefers.

Mr. Blowers made a motion to continue the Declaration of Disaster Emergency for 90 days beginning with the initial Resolution from March 16, 2020. Mr. Eberly seconded the motion and it was passed by unanimous roll call voice vote.

Resolution 2020-11

b. Resolution re: Designation of Agent re Disaster Emergency

Mr. Hutchison stated that this form is the first form in the process of potentially seeking reimbursements for costs associated with responding to the disaster. PEMA requires that municipalities designate an agent. Mr. Hutchison stated that he had prepared the form to indicate that he would be the Township's agent.

Mr. Blowers made a motion to adopt Resolution re: Designating Mr. Ralph Hutchison the Township Manager as the agent. Mr. Eberly seconded the motion and it was passed by unanimous roll call voice vote.

Resolution 2020-12

c. Action to ratify Policy re EPSLA and EFMLEA effective 4/1/20

Mr. Hutchison stated that there are new laws passed to help with response to the pandemic. These new laws provide certain additional employee benefits. In order to response to this we are required to post notice of these additional benefits in our buildings. A policy was also prepared to address these new benefits. These are temporary benefits and they became effective on April 1, 2020 and expire on December 31, 2020. Mr. Hutchison asked the Board to take action to ratify the prepared policy.

Mr. Blowers made a motion to approve the Policy re EPSLA and EFMLEA effective 4/1/20. Mr. Eberly seconded the motion and it was passed by unanimous roll call vote.

d. Resolution re: Extension of 2020 Real Estate Tax Base Period to 12/31/20

Mr. Hutchison stated that the County Treasurer indicated that County Commissioners are looking to change the Real Estate Tax Collection arrangements for 2020 because of the pandemic. The normal arrangement has always been that the discount period goes through to the end of April providing a 2% discount if you pay it by the end of April. There is base period where you pay the actual base amount of the tax bill by the end of June. There would be a 10% penalty for payments made from July to December. What is being proposed is an extension of the base period where penalties wouldn't be applied to payments after June 30th until November 30th.

Mr. Eberly made a motion to adopt the Resolution re: Extension of 2020 Real Estate Tax Base Period to 11/30/20. Mr. Blowers seconded the motion and it was passed by unanimous roll call vote.

Resolution 2020-13

Mr. Hutchison stated that although this wasn't included on the agenda there was another proposal put forth by the Treasurer to petition the court delay the 2020 upset tax sales. He stated

that what this would address is that delinquent taxes that have been turned over to tax claims and are going into the process of being put up for sale would not be sold this year. Right now the schedule has those up for sale in September. Typically, what happens is throughout the year there are notices that go out and payments would come in and the list would shrink. He said that he felt that this item was not as urgent because the courts are currently closed.

After a brief discussion among the Board members, no motion was offered regarding this matter.

e. Award of Bid for sale of Pick-up Truck

Mr. Hutchison said that one of the Public Works Pick-up trucks had been replaced. The one that was replaced was a 2000 GMC with a snowplow. It was put up for sale on the munici-bid website. The Township received a high bid of \$4600. Mr. Hutchison recommended that the Board award the bid to the high bidder.

Mr. Eberly made a motion to award the sale of Pick-up Truck to the higher bidder. Mr. Blowers seconded the motion and it was passed by unanimous roll call voice vote.

f. Resolution re Traffic Signal Permit application: Strasburg Pk. / Millport Rd

Mr. Hutchison stated that this Resolution is for the Greenlight Go project that the Board applied for and was granted PennDOT funds for. The township has to go through the PADOT process to change the traffic signal permit. PADOT requires the to adopt a resolution authorizing the application.

Mr. Buckwalter made a motion to adopt the Resolution re Traffic Signal Permit application: Strasburg Pk. / Millport Rd. Mr. Eberly seconded the motion and it was passed unanimous roll call voice vote.

Resolution 2020-14

g. Request for letter of support for grant application – City of Lancaster

Mr. Hutchison stated that the Township received this request late last week from the City regarding their plan to submit a grant application to DCNR to develop a master site development plan for the Conestoga Pines Park and the water works site which are adjacent to each other. They are looking for support for the grant application from East Lampeter. They have indicated that they would like to have East Lampeter Township representatives serve on the steering committee for this planning effort.

Mr. Eberly made a motion to approve the Request for letter of support for grant application – City of Lancaster. Mr. Buckwalter seconded the motion and it was passed by unanimous roll call voice vote.

Manager's Report:

- a. MS4 Report (including announcement of ELSA actions on 3/19)
 - Mr. Hutchison stated that the East Lampeter Sewer Authority met on March 19th and took actions on the Stormwater Fee project basically to accept the transfer of the stormwater system from the Township to enter into an agreement between the Authority and the Township where the Township will be engaged to do all operations and maintenance to the system as well as improvements. They adopted the Stormwater Fee rate schedule and they finally adopted the credit policy that will go along with the rate schedule. The fee and Credit policy is anticipated to begin on July 1, 2020.
 - The Township is still looking for a new Stormwater Coordinator.
- b. Public Meeting and other considerations
 - Mr. Hutchison stated that the Park Board meeting would normally be on the 4th Wednesday of this month and that he hasn't had contact with the Park Board Chairman about it. He anticipates that the meeting will be canceled. Parks are still open. Playground equipment has been fenced off. Recommendation for the adoption of the CV Region Park/Rec Plan is expected to take place at the May Park Board meeting.
 - The Emergency Services Committee is looking to meet on April 16th. The purpose is to hear Lafayette Fire Co. proposal to purchase new equipment.
 - The Township code requires one meeting per month. The next regular meeting would be Monday, April 20, 2020. The meeting after that would be May 18, 2020
 - Mr. Hutchison stated that the Township asks everyone to not flush "flushable" wipes because they not degrade in sewage flow which created problems for pumping stations.
 - Mr. Hutchison asked if the Board would consider extending the sewer payments due date until June 30th.

Mr. Hutchison stated that the Primary election has been reschedule for June 2nd and that the Board's regularly schedule meeting that take place on June 1, 2020 would either have to be reschedule or canceled.

Mr. Blowers made a motion to cancel the Boards June 1, 2020 regularly scheduled meeting. Mr. Eberly seconded the motion and it was passed by unanimous roll call voice vote.

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, April 20, 2020 beginning at 7:30 pm.

Respectfully submitted,
Ralph Hutchison
Township Manager