

December 20, 2021

The East Lampeter Township Board of Supervisors met on Monday, December 20, 2021 at 7:30 pm. at the East Lampeter Township Office: 2250 Old Philadelphia Pike, Lancaster, PA 17602. The meeting was called to order by Vice Chairman John Blowers. In addition to Vice Chairman Blowers, supervisors present were: Dave Buckwalter & Ethan Demme. Mr. Corey Meyers & Mr. Glenn Eberly were absent. Also, present was Ralph Hutchison, Township Manager via Zoom, Tara Hitchens, Assistant Township Manager, Stephanie Leakway, Administrative Assistant and Lashawnda Martin, Administrative Assistant.

The meeting was held using Zoom, an internet web conferencing tool. A recorded statement was played regarding the use of Zoom for this public meeting including instructions for the public to use in order to participate in the meeting.

Also, In attendance:

Lynn Commero, representing LNP via Zoom
Michael Thornton via Zoom

Public Comment (non-agenda items)

None

Consent Agenda

- a. Approval of the December 20, 2021 Board of Supervisors meeting agenda
- b. Approval of the Minutes of the Monday, December 6, 2021 Regular Meeting
- c. Approval to pay invoices from all funds: Total - \$361,720.76

Mr. Buckwalter made a motion to approve the consent agenda as presented. Mr. Demme seconded the motion and it was passed by unanimous voice vote.

Old Business

None

New Business

- a. Time Extension for Township action: Plan #21-26 – CV Elementary School, Mt. Sidney Road

Ms. Hitchens stated that the applicant has provided a time extension for action through February 14, 2022.

Mr. Demme made a motion to approve Time Extension for Township action: Plan #21-26 – CV Elementary School, Mr. Sidney Road through February 14, 2022. Mr. Buckwalter seconded the motion and it was passed by unanimous voice vote.

- b. Time Extension for Township action: Plan #21-27 – Quarry View, 2603 Lincoln Highway East

Ms. Hitchens stated that the applicant is providing a 90-day time extension for Township action.

Mr. Buckwalter made a motion to approve Time Extension 90-Days for Township action: Plan #21-27 – Quarry View, 2063 Lincoln Highway East. Mr. Demme seconded the motion and it was passed by unanimous voice vote.

c. Time Extension for Township action: Plan #21-29 – Mr. Car Wash, 2175 Lincoln Highway East

The applicant is offering a time extension to April 6, 2022 for Township action.

Mr. Demme made a motion to approve Time Extension to April 6, 2022 for Township action: Plan #21-29 – Mr. Car Wash, 2175 Lincoln Highway East. Mr. Buckwalter seconded the motion and it was passed by unanimous voice vote.

d. ECHO Agreement – 404 Beechdale Road

Ms. Hitchens stated that Mr. Glick was here previously before the Board of Supervisors as a public participant. He has acquired his family's property at 404 Beechdale Rd, consisting of two parcels. Mr. Glick is looking to move his parents into the ECHO unit. Mr. Glick has had legal counsel to move this process forward and understands the ECHO will need to be removed when no longer in use for his parents.

Mr. Buckwalter made a motion to approve the ECHO Agreement – 404 Beechdale Road. Mr. Demme seconded the motion and it was passed by unanimous voice vote.

Action Items

a. Revised 2022 Pension plan MMO's

Mr. Hutchison stated that Township staff recently received evaluation from the actuary for both plans. The new actuary information is from 1/1/21. They are done every two years and it's to be submitted to the State the first quarter of 2022. The evaluation was completed based upon the Board's direction using the assumptions that were discussed some time ago. What is reflected is that both of the plans are currently over funded, meaning they have more than 100% of the funding necessary to fund the benefits in the plan. In addition, a higher than predicted return on investment was seen. As a result, the annual cost is reduced. Township staff felt it would be good to take advantage of the reduction by having the Board adopt a revised MMO. The Board did adopt the MMO in September based on the 1/1/19 evaluations so these would be based on the 1/1/21 evaluations resulting in savings to the Township. The Board was provided with both the revised proposed MMO's and the MMO's that were adopted in September.

Mr. Demme made a motion to adopt the Revised 2022 Pension Plan MMO's as presented. Mr. Buckwalter seconded the motion and it was passed by unanimous voice vote.

b. Approval of 2022 Non-contract employees Pay Policy

Mr. Hutchison mention that the Board had adopted a pay policy a number of years ago and the Township has been following the policy annually since then. The pay values were presented to the Board during the budget process recently in November. Since that time township staff has proposed a couple of changes to

the values. The positions that were affected are the two IT positions. Township staff felt that increases to those positions were necessary to better reflect market conditions. Also, to the Stormwater Technician position; Township staff found that the position was not being paid even at the minimum in the range that's apart of the policy. Township staff felt that it was necessary to move that position at least to the minimum value in the range provided for that position.

After a brief discussion:

Mr. Buckwalter made a motion to approve the 2022 Non-contract employees Pay Policy. Mr. Demme seconded the motion and it was passed by unanimous voice vote.

c. Adoption of 2022 Budgets for all Funds

Mr. Hutchison stated that Township staff has provided the Board with a listing of changes made to the 2021 end of year estimates, changes to the 2022 budgets, a new summary of the 2022 budgets and summary of the 2022 budgets that was advertised for public inspection. The most significant change is the purchase of police vehicles. Since police vehicles were not received in 2021 there will be a significant cost increase in this line item in 2022. Mr. Hutchison also noted that there has been a significant increase in cyber insurance, more than doubling based on the quote received by the Township. Mr. Hutchison recommended that the Board adopt the 2022 budgets including the changes made since the advertising for public inspection.

After a brief discussion of the changes to the 2022 budget. Mr. Demme stated that he had a chance since the Board's last meeting to review the LEMSA documents Mr. Hutchison provided to the Board. He stated that after reviewing the document he would suggest increasing the contribution to LEMSA from the \$36,000 that is in the 2022 draft budget to \$56,000. The other Board members present agreed.

Mr. Demme made a motion to adopt the 2022 Budget with an increase by \$20,000 to 01-412-530-000 LEMSA CONTRIBUTION to total of \$56,000. Mr. Buckwalter seconded the motion and it was passed by unanimous voice vote.

Mr. Demme also requested that Township staff look into the deductible for the cyber insurance and determine if there is a possibility for cost savings.

d. Resolutions re 2022 Real Estate tax Rate Millage Rate

Mr. Hutchison stated that although the millage rate is not proposed to change at all, the Board still needs to adopt the resolution annually to set the rate. The rate will be will be 1.90 mill as planned in the advertised budget.

Mr. Buckwalter made a motion to adopt Resolution re 2022 Real Estate tax Rate Millage Rate of 1.90 mills. Mr. Demme seconded the motion and it was passed by unanimous voice vote.

Resolution 2021-19

e. Appointment of County Treasurer as Tax Collector for 2022

Given the receipt of the resignation letter of Mr. Shertzner who was elected Tax Collector for East Lampeter Township, the Board must appoint a new tax collector. Mr. Hutchison recommends that the Board appoint the County Treasurer as the tax collector for East Lampeter Township for 2022.

Mr. Demme made a motion to appoint the County Treasurer as Tax Collector for 2022. Mr. Buckwalter

second the motion and it was passed by unanimous voice vote.

f. Resignation from Planning Commission

Vice Chairman Blowers stated that since Mr. Roger Rutt has been elected to the position of Supervisor he has resigned from the Planning commission.

Mr. Demme made a motion to accept Resignation of Roger Rutt from the Planning Commission. Mr. Buckwalter seconded the motion and it was passed by unanimous voice vote.

g. Appointment to fill unexpired Planning Commission Term (ending 11/19/23) – Dr. Gerald Huesken

Vice Chairman Blower stated that Dr. Gerald Huesken has expressed his interest and willingness to serve on the Planning Commission to fill the unexpired term ending 11/19/23.

Mr. Buckwalter made a motion to appoint Dr. Gerald Huesken to fill unexpired Planning Commission Term ending 11/19/2023. Mr. Demme seconded the motion and it was passed by unanimous voice vote.

h. Resolution re: Recovery of Fees

Mr. Hutchison stated that the Township's Solicitor, Susan Peipher, has been going through the process of municipal lien collection. In doing so, she's suggesting that the Township adopt a resolution which makes it clear that the recovery of attorney fees for that process is apart of the cost associated with collection of the liens. Ms. Peipher has prepared the resolution and is recommending that the Board adopts it.

Mr. Demme made a motion to adopt Resolution for Recovery fees in the filing of municipal liens. Mt. Buckwalter seconded the motion and it was passed by unanimous voice vote.

Resolution 2021-20

i. Resolution re: Opioid Settlement

Mr. Hutchison stated that adoption of the resolution will make the Township part of the class in the settlement process and would authorize him to execute all the required documents in order to qualify. Mr. Hutchison noted that he is aware that the County will receive funds, but is not aware if the Township will receive any of those funds directly. By joining the class, the amount of funds received at the County level is increased.

Mr. Buckwalter made a motion to adopt Resolution to join class in Opioid Settlement. Mr. Demme seconded the motion and it was passed by unanimous voice vote.

Resolution 2021-21

Zoning Discussion:

Vice Chairman Blowers stated that given the changes to the Board in January he recommends that the zoning discussion be conducted after the New Year.

Manager's Report:

- a. PADOT plans displayed for Rt 30 project from Rt 896 intersection east to Township line

Mr. Hutchison provided notice that PADOT has plans displayed for this project on their website. This project starts at Lincoln Highway (Rt 30) and Rt. 896 intersection and goes east all the way through the Township and beyond. The let date is 2023. The improvements at the intersection of Rt. 896 and Rt. 30 are improvements that were recommended by the Lincoln Highway Streetscape Plan. Township staff have been working with PennDOT's design consultant to make sure the improvements called for in the plan will be incorporated to the greatest extent possible. Some of the improvements that were recommended by the streetscape plan were found to be physically impossible. These included the pork chop type installation on the southeast corner and the northwest corner. The upgrades to the crosswalks, upgrades to signal equipment, changing from span wire equipment to poles and mast arms are all included in the project. In addition, PennDOT has indicated that the Township will have no financial responsibility with this project.

Mr. Hutchison thanked the Board for a Great Year! Mr. Buckwalter wished Mr. Hutchison a speedy recovery and that he greatly appreciates working with him.

Adjournment

A motion was made by Mr. Demme and seconded by Mr. Buckwalter to adjourn the meeting at 8:06 pm. The motion was passed by unanimous voice vote. The next regularly scheduled meeting is to be held on Monday, January 3, 2022 beginning at 7:30 pm.

Respectfully submitted,
Ralph Hutchison
Township Manager

EAST LAMPETER TOWNSHIP
Board of Supervisor's Meeting _ APPROVALS
2250 Old Philadelphia Pike, Lancaster PA 17602
(717) 393-1567, FAX (717)-393-4609
December 20, 2021

BPs#69207-69261 _ \$47,129.10
Checks#69262-69279 _ \$94,935.81
Highway Aid Fund
Ck#691 _ \$987.50

AFSCME/GFPIgitToWellsFargoac[REDACTED]/PRs22-23 _ \$303.74

H.S.AEEContrib/AutoWDMT#[REDACTED]
PR#25 _ \$3,779.00

ICMA-EE Contrib ACHd to ICMA from Plgit#[REDACTED]
PR#25 _ \$4,826.20

Murray/InsuranceRenewal/Inv#45823 _ \$8,491.00
Murray/InsuranceInstall/Inv#40883 _ \$89,786.00
Murray/InsuranceInstall/Inv#40882 _ \$89,865.00

ACHdToMorganStanleyCustodial-UMBBank/PRPensionDeductions:
Non Unif: PR#25 _ \$1,251.69 / Police: PR#25 _ \$6,797.83

NVA/vision/Nov'21,Inv5073094,ACHGFPIgitToJPMorgan[REDACTED] _ \$624.24

PPL/GFStLight,ac#90401-[REDACTED]AsOf11/30/21AutoWDFFromMT#[REDACTED] _ \$2,293.32
PPL/StLightFnd,ac#90201[REDACTED]AsOf11/30/21AutoWDFFromMT#[REDACTED] _ \$6,888.92

PreauthACHWD/MT#19191/UGI accounts:

a/c 24432 _ due12/10/21 _ \$26.47
a/c 24077 _ due12/10/21 _ \$1,062.62
a/c 24291 _ due12/10/21 _ \$26.47
a/c 73860 _ due12/10/21 _ \$1,811.61
a/c 92632 _ due12/01/21 _ \$54.24

WilmingtonTrust/ELT16ADSSink/AdminFees _ \$780.00

Grand Total: \$361,720.76

SIGNATURE 1: _____

SIGNATURE 2: _____

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94,935.81 +
987.50 +
303.74 +
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4,826.20 +
8,491.00 +
89,786.00 +
89,865.00 +
1,251.69 +
6,797.83 +
624.24 +
2,293.32 +
6,888.92 +
26.47 +
1,062.62 +
26.47 +
1,811.61 +
54.24 +
780.00 +
361,720.76 *

Range of Checking Accts: GENERAL to GENERAL Range of Check Ids: 69207 to 69261
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void Ref Num
69207	12/20/21	AJPOW005 A & J POWER EQUIPMENT	39.96	654
69208	12/20/21	ALLEG005 ALLEGRA PRINT & IMAGING INC	138.28	654
69209	12/20/21	ALLEN005 ALLEN S. BLANK	125.00	654
69210	12/20/21	ASSOC010 ASSOC BUILDING INSPECTIONS LLC	0.00	12/20/21 VOID 0
69211	12/20/21	ASSOC010 ASSOC BUILDING INSPECTIONS LLC	0.00	12/20/21 VOID 0
69212	12/20/21	ASSOC010 ASSOC BUILDING INSPECTIONS LLC	0.00	12/20/21 VOID 0
69213	12/20/21	ASSOC010 ASSOC BUILDING INSPECTIONS LLC	0.00	12/20/21 VOID 0
69214	12/20/21	ASSOC010 ASSOC BUILDING INSPECTIONS LLC	0.00	12/20/21 VOID 0
69215	12/20/21	ASSOC010 ASSOC BUILDING INSPECTIONS LLC	6,295.19	654
69216	12/20/21	BIRDI010 BIRD IN HAND FARM SUPPLY LLC	88.25	654
69217	12/20/21	BMOYE005 B. MOYER RADIO	1,739.78	654
69218	12/20/21	CDBPM005 CAMPBELL DURRANT, P.C.	942.50	654
69219	12/20/21	CDWGO005 CDW GOVERNMENT INC	1,040.57	654
69220	12/20/21	CITYO015 CITY OF LANCASTER	66.61	654
69221	12/20/21	DELLM005 DELL MARKETING LP	853.37	654
69222	12/20/21	DSMAC005 DS MACHINE LLC	82.01	654
69223	12/20/21	DYNAT005 DYNATECH CONTROLS INC	2,375.00	654
69224	12/20/21	EAGLE005 EAGLE DISPOSAL OF PA INC	558.60	654
69225	12/20/21	EVOQU005 EVOQUA WATER TECHNOLOGIES LLC	6,187.08	654
69226	12/20/21	FASTE010 FASTENING PRODUCTS LANC. INC	242.16	654
69227	12/20/21	FISHE005 FISHER AUTO PARTS	87.37	654
69228	12/20/21	FREIG005 FREIGHTLINER OF LANCASTER	9.58	654
69229	12/20/21	GEORG010 GEORGE ELY ASSOCIATES INC	190.62	654
69230	12/20/21	GLICK010 GLICK-IT LLC	46.96	654
69231	12/20/21	HFTIR005 H & F TIRE SERVICE	590.88	654
69232	12/20/21	HUMAN005 HUMANE PENNSYLVANIA	600.00	654
69233	12/20/21	IACP0005 IACP	190.00	654
69234	12/20/21	INSIG005 INSIGHT	323.98	654
69235	12/20/21	JFCTE005 JFC TEMPS INC	1,081.21	654
69236	12/20/21	JOHND005 JOHN DEERE FINANCIAL	390.06	654
69237	12/20/21	LANCA025 LANCASTER GENERAL HEALTH	140.00	654
69238	12/20/21	LANCA040 LANCASTER TROPHY HOUSE	926.86	654
69239	12/20/21	LANCN005 LNP MEDIA GROUP	1,401.64	654
69240	12/20/21	LEAMA005 LEAMAN'S SIGNS	100.00	654
69241	12/20/21	MARVI005 MARVIN STONER	100.00	654
69242	12/20/21	MCPMAH005 MCPMAHON ASSOCIATES INC	3,110.00	654
69243	12/20/21	MESSI005 MESSICK'S	349.55	654
69244	12/20/21	MORGA015 MorganHallgrenCrosswell&KanePC	1,167.28	654
69245	12/20/21	NATLM005 NAT'L MEDICAL SERVICES INC	1,218.00	654
69246	12/20/21	NEWHO010 NEW HOLLAND AUTO GROUP	313.82	654
69247	12/20/21	PACHI005 PA CHIEFS OF POLICE ASSOC.	300.00	654
69248	12/20/21	PAPOL005 PA POLICE ACCREDITATION COAL.	200.00	654
69249	12/20/21	PAULW005 PAUL W ZIMMERMAN FOUNDRIES	105.00	654
69250	12/20/21	PEQUE005 PEQUEA ALTERNATOR & STARTER	141.07	654
69251	12/20/21	PORTE005 PORTER LEE CORP	876.00	654
69252	12/20/21	RAGNA005 RAGNASOFT INC	1,125.00	654
69253	12/20/21	STACE005 STACEY'S PROPERTY MAINTENANCE	575.00	654
69254	12/20/21	STEFF005 STEFFY'S GARAGE INC	436.50	654
69255	12/20/21	TONYS005 TONY'S TRUCK & TRAILER REPAIR	1,990.20	654
69256	12/20/21	TRANS005 TransUnionRisk/AltDataSol.Inc	116.40	654
69257	12/20/21	WINDS005 WINDSTREAM	744.34	654

December 16, 2021
09:53 AM

East Lampeter Township
Check Register By Check Id

Page No: 2

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void Ref Num
69258	12/20/21	WITME010 WITMER PUBLIC SAFETY GROUP INC	98.29	654
69259	12/20/21	YARNE005 YARNELL SECURITY SYSTEMS	6,499.00	654
69260	12/20/21	YORGE005 YORGEYS FINE CLEANING INC	635.70	654
69261	12/20/21	ZIMME010 ZIMMERMAN'S HDWR & VARIETY INC	174.43	654
<hr/>				
Report Totals				
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
	Checks:	50	5	47,129.10
	Direct Deposit:	0	0	0.00
	Total:	50	5	47,129.10
				<u>Amount Void</u>
				0.00
				0.00
				0.00

BOS Approved @ 12/20/21

Signature 1: [Signature]

Signature 2: [Signature]