

April 4, 2022

The East Lampeter Township Board of Supervisors met on Monday, April 4, 2022 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 John Blowers. In addition to Mr. Blowers, Supervisors present were Mr. Corey Meyer, Mr. Ethan Demme, Mr. Mike Thornton and Mr. Roger Rutt. Also, present was Mr. Ralph Hutchison, Township Manager, Ms. Tara Hitchens, Assistant Township Manager and Ms. Stephanie Leakway, 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:

Paul Fisher, Bird in Hand
Daniel Beiler, Bird in Hand
Brenden Curry, LNP
Dana & Steve Gribble, Ronks Fire Company
Scott Gribble, Ronks Fire Company
Greg Sherman, Witmer Fire Company
Melvin King, Witmer Fire Company
David Keens, Lafayette Fire Company
Reuben Stoltzfus, Lafayette Fire Company

Pledge of Allegiance

Public Comment (non-agenda items)

There were no public comments.

Consent Agenda

- a. Approval of the April 4, 2022 Board of Supervisors Meeting Agenda
- b. Approval of the Minutes of the Monday, March 21, 2022 Regular Meeting
- c. Approval to pay invoices from all funds for a Total \$355,511.58

Mr. Blowers presented the bills to be paid from various funds for the total amount of \$10,410 Sauder Bros. Concrete for curb installation at community park, \$9,600 to Enk Brothers Drywall for drywall patchwork related to roof leaks in Municipal building and \$8,212 TempChek for ductless air vents in Police Squad Room.

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

Fire Fighter of the Year Awards for 2021

Paul Fisher, Vice President of Hand in Hand Fire Company presented Daniel Beiler who was voted the 2021 Fire Service Volunteer of the Year on behalf of the Hand-In-Hand Fire Company.

Chief Keens presented Reuben Stoltzfus who was voted the 2021 Fire Service Volunteer of the Year on behalf of the Lafayette Fire Company.

Chief Gribble presented Scott Gribble who was voted 2021 Fire Service Volunteer of the Year on behalf of the Ronks Fire Company.

Chief Sherman presented Melvin King who was voted the 2021 Fire Service Volunteer of the Year on behalf of the Witmer Fire Company.

Old Business

- a. None

New Business

- a. None

Action Items

- a. Resolution for the Traffic Signal Maintenance Agreement with PADOT: Mr. Hutchison explained that PennDOT initially issued a standard agreement which does not apply to the adaptive system along Route 30. East Lampeter Township, citizens and businesses, previously invested roughly a quarter of a million dollars in the hardware, software, and installation of the system over the past few years. Mr. Blowers questioned how many intersections are involved in the adaptive system. Mr. Hutchison noted thirteen (13) intersections along Lincoln Highway are tied into system between Route 896 East and Greenfield Road. PennDOT will take responsibility over the software, software upgrades, software maintenance, and monitoring of the adaptive system while East Lampeter Township will be responsible for the hardware of the adaptive system. East Lampeter Township will continue maintenance of the Pre-Emptive System. On a motion by Mr. Demme and second by Mr. Thornton the motion was passed by unanimous voice vote.
- b. Resolution regarding a Policy on Auditor Rotation. Mr. Hutchison explained the request from the Board of Supervisors to put policy on paper regarding how future auditor appointments and rotations will be managed. A brief discussion with clarification and positive feedback from the supervisors to move forward with the resolution. On a motion Mr. Rutt, second by Mr. Demme, the motion passed with all voting in favor by unanimous voice vote.
- c. Resolution regarding the C2P2 grant application for the Rockvale Trail project: Community Conservation Partnership Program (C2P2) of the Department of Conservation of Natural Resources recently opened another grant round. The Board of Supervisors previously authorized McMahon Associates to assist in preparations of the application. The grant request will be for \$250,000.00 to match other funds of East Lampeter Township for the Rockvale Trail project. Submission of the grant application requires a resolution from the Board of Supervisors. On a motion by Mr. Thornton to approve Resolution C2P2 grant application, Second by Demme with all voting in favor by unanimous voice vote.

Manager's Report

- a. American Rescue Plan Act (ARPA) Projects discussion of funding followed by suggestion from Mr. Hutchison to designate funding for wages and benefits for reporting purposes in 2023 to potentially limit the number of single federal audits that would need to be conducted. Generally, the Board and community understands that the funds we received and will receive provides flexibility through the latest provision to allow for "revenue replacement." Mr. Hutchison suggested to designate funds to wages for employees and police officers. Mr. Blowers added the

funds would replace dollars allocated for wages which funds would then free up dollars to be used for projects. Mr. Demme mentioned other municipalities of Lancaster county are spending their funding in what seems to be three “buckets.” 1. Bigger projects which might not be provided for in budgets, 2. Smaller projects that may have been cut during normal budget process over the last few years, and 3. Did not go out and raise additional funds and staff made budget cuts and delayed expenditures during COVID and adapted within those budget years. Mr. Demme expressed his preference would be to the third option backfill items previously budgeted but not funded due to COVID. This would leave the Township in a stronger financial standpoint. Any good projects that are not funded through ARPA funds should be advocated for during the Township’s normal budgeting process. The largest dollar amount was the fire apparatus fund. If the Board of Supervisors had made contributions to the Fire Apparatus, it would have been over \$900,000. Updating and enhancing with broadcasting hardware and increased zoom meetings and then backfill other areas on items we would have normally budgeted which will put ourselves in a healthy position and advocate for new items. Finally, taking care of those issues which have become maintenance issues over time and need to be replaced. Mr. Thornton agreed with replacement budget for the Fire Apparatus contribution. Mr. Thornton added he would not recommend spending on anything we do not have a plan for that seems new and anything that needs deferred maintenance will continue to cost money should be done with this money if possible to which Mr. Meyer agreed and added the air handling system as an example. Mr. Meyer stated he is not interested in starting any new initiatives when we have opportunities to fund existing projects. Mr. Rutt also agreed the funds go to backfill the Fire Apparatus fund, as well as anything that Township staff identifies as a real maintenance headache, and to maybe find items taken from the budget over last couple years whether for repair or upgrade that would save time and energy.

Mr. Blowers summarized that the Board of Supervisors general consensus of the items to consider is backfill of the Fire Apparatus Fund, replace or fix maintenance issues of the Township, look at projects or items that were removed from the budget through COVID, and do not take on new projects with the funds. Mr. Hutchison explained to the Supervisors that if the Board decides to go outside the revenue replacement option, then the Township/Board of Supervisors have to designate money by December 31, 2024 and pay by December 31, 2026. Mr. Hutchison encourages spending the funds during 2023 as revenue replacement which will help reduce the number of single audits. This should limit the need of the single federal audit in 2023 and possibly 2024. The Board of Supervisors agreed that the Revenue Replacement avenue is the best option for East Lampeter Township.

Adjournment

A motion was made by Mr. Demme and seconded by Mr. Rutt to adjourn the meeting at 8:08 pm. The motion was passed by unanimous voice vote. The next regularly scheduled meeting is to be held on Monday, April 18, 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

April 4, 2022

BPs#69608-69640 _ \$82,385.28
 Checks#69641-69647 _ \$80,820.89

Improve Guarantees

Ck#1098 _ Grove Miller Eng/#2018-11 _ \$4,727.50

CNB ac#[REDACTED]/ELT/DRAWForReimbToGF _ \$61,039.84

GreatAmericaFinance/Inv31315400,Mar'22/PreauthWD#[REDACTED] _ \$431.72

HSA/AdminFees/Inv#A22022451312/Mar'22 _ \$179.40

HSAEEContrib/AutoWDMT#[REDACTED]
 PR#

HSAERContrib/ AutoMT#[REDACTED]
 GKoser_Effect 03/18/22 _ \$700.00
 BStrubel _ Effect 03/18/22 _ \$700.00

ICMA-EE Contrib ACHd to ICMA from Plgit#[REDACTED]
 PR#06 _ \$6,012.07

ACHdToMorganStanleyCustodial-UMBBank/PRPensionDeductions:
 Non Unif: PR#06 _ \$1,336.24 / Police: PR#06 _ \$7,230.88
 Non Unif: / Police:

IICMed,Den,ClaimsDeposits/Apr'2022/ACHdGFPlgit#[REDACTED]ToJShore#[REDACTED] _ \$106,280.95

PreauthACHWD/MT#[REDACTED]/UGI accounts:
 a/c 24432 _ due03/16/22 _ \$26.62
 a/c 24077 _ _ \$
 a/c 24291 _ due03/16/22 _ \$27.51
 a/c 73860 _ due03/17/22 _ \$3,513.54
 a/c 92632 _ due03/01/22 _ \$99.14

Grand Total: \$355,511.58

SIGNATURE 1: _____

SIGNATURE 2: _____

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82,385.28	+
80,820.89	+
4,727.50	+
61,039.84	+
431.72	+
179.40	+
700.00	+
700.00	+
6,012.07	+
1,336.24	+
7,230.88	+
106,280.95	+
26.62	+
27.51	+
3,513.54	+
99.14	+
355,511.58	*

Range of Checking Accts: GENERAL to GENERAL Range of Check Ids: 69608 to 69640
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
69608	04/04/22	ALLEN005 ALLEN S. BLANK	165.00		683
69609	04/04/22	AMAZO005 AMAZON.COM	69.95		683
69610	04/04/22	ASSOC010 ASSOC BUILDING INSPECTIONS LLC	448.00		683
69611	04/04/22	ATLAN005 ATLANTIC TACTICAL INC	1,119.53		683
69612	04/04/22	BIRDI010 BIRD IN HAND FARM SUPPLY LLC	18.06		683
69613	04/04/22	BLAKI010 BLAKINGER THOMAS PC	5,050.56		683
69614	04/04/22	BUSIN010 BusinessElectronics/BEIHoIdINC	5,800.00		683
69615	04/04/22	CAPIT005 CAPITAL ELECTRIC	170.42		683
69616	04/04/22	CARTE005 CARTER LUMBER	106.89		683
69617	04/04/22	CDBPM005 CAMPBELL DURRANT, P.C.	715.00		683
69618	04/04/22	COMCA010 COMCAST	73.98		683
69619	04/04/22	DAVID005 DAVID MILLER ASSOCIATES INC	0.00	04/04/22 VOID	0
69620	04/04/22	DAVID005 DAVID MILLER ASSOCIATES INC	22,240.53		683
69621	04/04/22	ENCKB005 ENCK BROS. DRYWALL INC	9,600.00		683
69622	04/04/22	EVOQU005 EVOQUA WATER TECHNOLOGIES LLC	2,820.00		683
69623	04/04/22	FISHE005 FISHER AUTO PARTS	108.25		683
69624	04/04/22	FRYCO005 FRY COMMUNICATIONS INC	125.00		683
69625	04/04/22	GLICK005 GLICK FIRE EQUIPMENT CO INC	67.14		683
69626	04/04/22	HERBE005 HERBERT ROWLAND & GRUBIC INC	3,031.00		683
69627	04/04/22	JCAUT005 J & C Auto	40.00		683
69628	04/04/22	LANCN005 LNP MEDIA GROUP	369.20		683
69629	04/04/22	LAWSO005 LAWSON PRODUCTS INC	2,042.30		683
69630	04/04/22	LOWES005 LOWES	207.07		683
69631	04/04/22	MILLE005 MILLER&SONS SALT/WATERCOND INC	724.59		683
69632	04/04/22	MORGA015 MorganHallgrenCrosswell&KanePC	1,497.29		683
69633	04/04/22	PARUR005 PA RURAL WATER ASSOCIATION	641.00		683
69634	04/04/22	PROVI005 PROVIDENCE ENGINEERING CORP	232.00		683
69635	04/04/22	SAFEL005 SAFELITE FULFILLMENT INC	329.99		683
69636	04/04/22	SAUDE005 SAUDER BROS. CONCRETE INC	10,410.00		683
69637	04/04/22	STRAS005 STRASBURG MASONRY SUPPLY INC	50.63		683
69638	04/04/22	TELCO005 TELCO INC	2,679.90		683
69639	04/04/22	TEMPC005 TEMPCHK MECHANICAL SERVICES	8,212.00		683
69640	04/04/22	WITME020 WITMER MULCH LLC	3,220.00		683

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	32	1	82,385.28	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	32	1	82,385.28	0.00

BOS Approved @ 4-4-2022

Signature 1: [Signature]

Signature 2: [Signature]