

July 17, 2023

The East Lampeter Township Board of Supervisors met on Monday, July 17, 2023, 7:30 pm 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 John Blowers called the meeting to order at 7:30 pm followed by the Pledge of Allegiance. In addition to Mr. John Blowers, Supervisors present were Mr. Roger Rutt, Mr. Corey Meyer, Mr. Ethan Demme and Mr. Mike Thornton. Also present in the meeting room was Mr. Ralph M. Hutchison, Township Manager, Ms. Tara Hitchens, Assistant Township Manager and Ms. Stephanie Leakway, Administrative Assistant.

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

Public Present in Public Meeting Room:

Sue Orth – 3 Spring Dell Road – CVSEEDS, CVHOH

Jim Martin – 2490 Willow Hill Drive

Roger Fry – 21 South Hershey Avenue, Leola – Smuckerland

Steve and Donna Gribble – 127 North Ronks Road – Ronks Fire Company

Clair Graham – 46 Meadow Lane, Smoketown

Gary and Joyce Baum – 12 Clayton Avenue

Rob Visniski – RAV – Hess Plan

Also, In attendance via Zoom:

None

Chairman Blowers noted that the Board of Supervisors met in executive session prior to the meeting tonight regarding contract negotiations.

Public Comment for Non-Agenda items:

Mr. Demme stated about one year ago at the Motel 6 on Lincoln Highway, the Township experienced a mass care event. The sprinkler system at the hotel went off unexpectedly and flooded the motel. The motel was condemned and deemed unfit for habitation. Mr. Demme noted that a report was released by LEMA (Lancaster Emergency Management Agency) in October 2022 and he believes that the Board should be provided an update on the tasks that were noted in that report. The Agency had culminated an after-action report that had a specific improvement plan, outlines and recommendations for East Lampeter Township Administration and East Lampeter Township Emergency Services Committee. Two of the recommendations for the Township's Administration were to develop a communication system that ensured reliable contact with municipal contacts after hours and to identify hotels within the municipality with long term housing and provide that list to the Emergency Management Committee and the Fire Departments and to assist them with pre-incident planning of these facilities. In February 2023, a similar incident happened at the Lancaster Motel but to a far lesser extent. After this incident, the Emergency Management Coordinator, Jeff Hatfield, was directed to stop responding to emergency incidents to which he was not explicitly requested to be at by one of the Township's Fire Chiefs. Mr. Demme feels those directions go against both the recommendations from the after-action report as well as the Township's current Emergency Operations Plan. The questions Mr. Demme would like to have addressed are: What actions have been taken since the issuance of the after-action report? Has the Township done anything to work towards addressing some those items? Why has the appointed Emergency Management Coordinator been instructed not respond to incidents moving forward? What collaborative conversations regarding the Motel 6 have taken place since October? As for the hotels that

house long-term residents, the Board should continue with the Nuisance Hotel Ordinance draft and update the property maintenance code to require inspections at nuisance hotels. Mr. Hutchison responded that staff did respond to the recommendations from the Lancaster County Emergency Management in November of 2022 via email with a number of follow up questions which have yet to be addressed. Many of the recommendations from the report have been implemented. The recommendation for municipal representation was implemented by updating Emergency Contact Cards that were distributed to all of the fire companies and chiefs so they have up to date communication information on how to get a hold of Township staff when needed on a particular call. The fire companies have used this communication structure many times since it was updated and it has worked well. Mr. Hutchison has never received any concerns or update recommendations from the fire companies. Ms. Hitchens reported Lancaster County has an emergency notification system which the Township staff has registered for and at times they have been notified about emergency events and asked to respond through the system that the notification has been received, however the system is not consistent. The Township has reached out on a number of occasions and asked why they are not receiving all of the notifications and are waiting on a response. Mr. Hutchison stated that the conditions of the hotels in the Township should be subject to the Nuisance Hotel Ordinance. The application of the ordinance should be considered. The Board did not move forward with the Ordinance last Fall. The staff plans on looking at the ordinance again and bring it to the Board. The Housing Redevelopment Authority is no longer issuing Vouchers or paying through the ERAP program for hotel stays. Ms. Hitchens added that the Township has also continued to furthered their relationship with the Lancaster Housing and Redevelopment Authority and the Homeless Coalition as well to assist where the Township can share data whenever possible on the individuals that are staying in the hotels long term. The Township will continue to work with Lancaster Emergency Management Agency on the planning opportunities that are part of the implementation strategy to further look at emergency alerts. The staff has also begun looking at an emergency alert system which would incorporate fire departments as well as the County and Emergency Management Coordinator and can also include the Lancaster Housing and Redevelopment Authority. There are multiple options for the alerts including a response system. The alerts would be a direct communication to those residents that sign up for the alerts from the Township. Mr. Hutchison stated that the alert system is going to be recommended for the 2024 budget. Mr. Hutchison added that, with the help of Mr. Demme, conversation has been initiated through the LIMC to work on homelessness in general and hopefully come up with a regional strategy. Mr. Hutchison stated that he has had conversations with the Emergency Management Coordinator, Jeff Hatfield, and told him not to respond to events where he is not requested by the Chief on scene as this is directly from the Township's Emergency Operation Plan. The way the plan is written and the way it is suppose to work is when the Chief on scene needs more resources at an event they will contact the Emergency Management Coordinator. He is not to respond before he is requested because he creates confusion among the people who are on the ground when he is there and not needed. The responding company's Chief needs to be in charge of these situations. That is directly from the Township's emergency plan. Mr. Blowers asked Mr. Thornton, who is a part of the Emergency Services Committee, to update the Board on the conversations they have had concerning communication between fire houses and the Emergency Management Coordinator in reference to the Township's Emergency Communication Plan. Mr. Thornton reported that the committee looked at the original document and it specifically says to support the fire companies and not emergency management in general. Mr. Hutchison stated that there has been residential and non-residential events and the communication system in place now has worked very well. Mr. Blowers spoke to Chief Keens from Lafayette Fire Company and he also said that everyone needs to follow the Emergency Operations Plan. He does not want the Emergency Management Coordinator to overstep their boundaries and to respect the chain of command. If there are too many individuals on-site and stepping over each other, it creates chaos so the responding company's Chief is the one with the authority at the event. Mr. Demme also asked about the knowledge the fire houses and the police department have about people who are staying at the hotels long term when they are not supposed to. Mr. Hutchison answered that the departments

have some knowledge when patrolling but there is no system in place that list all of these residents. Mr. Thornton stated if there was a mass care event, the emergency response would be the same whether the people are living at the hotels were registered or not. The same procedures have to be in place. Steve Gribble, Ronks Fire Chief, added that there are three motels in the area that he and his fire company know have long-term residents. They are the Lancaster Motel, the Scottish Inn and Red Carpet Inn. The Ronks Fire Company had two fire calls to the Steamboat Inn where they had to evacuate the entire building over the last few years and it was deemed uninhabitable because of smoke. The management worked closely with the fire company and had their own system where they found other rooms in hotels within the Township for all of their guests to transfer to, it wasn't left up to the Township to determine where these people went. Everything went smoothly. At the Lancaster Hotel, when they responded, they found bad wiring and alarms not working and other safety concerns. It was the complete opposite. There was communication with the Township during that call and the motel was condemned. Mr. Gribble also added that Emergency Management is notified during certain events like the highways being shut down or a major call.

Consent Agenda:

- a. Approval of the July 17, 2023 Board of Supervisors meeting agenda
- b. Approval of the Minutes of the Monday, June 26, 2023 Regular Meeting
- c. Approval to pay invoices from all funds: Total: \$268,947.43

*Item of note: \$42,598.80 paid to Berkshire Systems Group for new fire panels as budgeted

Motion made by Corey Meyer to approve the Consent Agenda which was seconded by Mike Thornton and unanimously approved by voice vote.

Recognition of Service with the Emergency Services Committee:

Steve Gribble (Ronks Fire Company), Clair Graham (Township Citizen) and Jim Martin (Hand-In-Hand Fire Company) were recognized for their service on the Emergency Services Committee. All three men were a part of the committee when it was founded in 2004. They each received a plaque from the Board of Supervisors. Chairman Blowers thanked them all for their service to the Township.

Old Business:

a. Request for Reduction of Financial Security: Devon Creek, Phase 2 – New Holland Pike
The Township Engineer did an inspection and recommends a reduction of financial security in the amount of \$640,374.56 leaving a balance of \$2,810,844.75. Mr. Thornton asked if there were major issues that remain with the development of this project and what items are a priority. Mr. Hutchison answered that the water system has not been completed, the roads have not been completed as well as the typical infrastructure. The Township has not put any impediments in front of the project to complete these improvements. Mr. Blowers explained that there is a lot of history to the parcel. They are building 400+ units, some commercial and some residential. The water service was significant. They are building a private water system that DEP will have to approve of before it is completed. The Township has given the project building permits for dwellings but the dwellings will not be occupied until the necessary infrastructure is there to serve them.

Motion made by Roger Rutt to approve the recommended Reduction of Financial Security for Devon Creek, Phase 2 in the amount of \$640,374.56 leaving the remaining balance of \$2,810,844.75 per the David Miller Associates letter dated June 27, 2023 which was seconded by Corey Meyer and unanimously approved by voice vote.

- b. Request for Reduction of Financial Security: Quarry View – 2603 Lincoln Highway

The Township Engineer did an inspection and recommends a reduction of financial security in the amount of \$390,270.06 leaving a balance of \$5,735.76.

Motion made by Ethan Demme to approve the recommended Reduction of Financial Security for Quarry View – 2603 Lincoln Highway in the amount of \$ 390,270.06 leaving the remaining balance of \$5,735.76 per the David Miller Associates letter dated July 7, 2023 which was seconded by Corey Meyer and unanimously approved by voice vote.

New Business:

- a. Time Extension for Township Review and Action: Garden Path Soap Land Development #23-09: 2533 Old Philadelphia Pike

The applicant is working to address review comments provided by the Township Engineer. They are requesting 90-days but the Board is going to approve 91 days so it will fall on a date where the Board of Supervisors meets and can act. The extension is until October 16, 2023.

Motion made by Mike Thornton to grant a time extension of 91days for Township Review and Action: Garden Path Soap Land Development #23-09: 2533 Old Philadelphia Pike which was seconded by Roger Rutt and unanimously approved by voice vote.

- b. Time Extension for Township Review and Action: Aspen Home Land Development Plan #23-10: 220-222 Pitney Road

The applicant is working to address review comments provided by the Township Engineer. They are requesting 90-days but the Board is going to approve 91 days so it will fall on a date where the Board of Supervisors meets and can act. The extension is until October 16, 2023.

Motion made by Corey Meyer to grant a time extension of 91 days for Township Review and Action: Aspen Home Land Development Plan #23-10: 220-222 Pitney Road which was seconded by Ethan Demme and unanimously approved by voice vote.

- c. Revised Stormwater Management Plan #23-12: 834 Willow Road

Rob Visniski, with RAV, was present representing the stormwater plan and the applicants Joseph and Angela Hess. The applicants originally had an approved building plan but when they actually started building the house this year, they changed the plan without approval. The main change was having a detached garage built next to the house instead of a garage attached to the house. This created an increase of the impervious area. There is now a revised stormwater management plan and revised the stormwater basin that is slightly larger. The June 29, 2023 letter from David Miller and Associates and the Applicants response on July 11, 2023 address these changes including the cost approval.

Motion made by Mike Thornton to approve the Revised Stormwater Management Plan #23-12: 834 Willow Road subject to the Township Engineer's review comments in the June 29, 2023 letter and the applicant's response and the cost opinion being approved by the Township Engineer which was seconded by Roger Rutt and unanimously approved by voice vote.

- d. Request for Deferral to Upper Leacock Township: Smuckerland / Beiler Lot Add-On Plan – 431 Beechdale Road

A small portion of a parcel of a Lot Add-on is in East Lampeter Township. The rest of the parcel is in Upper Leacock Township. The Township Planning Commission has recommended approval of the requested deferral to Upper Leacock Township.

Motion made by Corey Meyer for Deferral to Upper Leacock Township: Smuckerland / Beiler Lot Add-On Plan – 431 Beechdale Road which was seconded by Ethan Demme and unanimously approved by voice vote.

Action Items:

- a. Ordinance re 25 MPH Speed Limit: Clayton Avenue, Plymouth Avenue, Meadowview Avenue, Susan Avenue and Reese Avenue

Mr. Hutchison noted that residents expressed concern to the Township about the safety of these roads. The Township discovered that there were no posted speed limits on any of these roads. In the interest of safety, Township staff recommends the adoption of this Ordinance.

Motion made by Ethan Demme to adopt the Ordinance re 25 MPH Speed Limit: Clayton Avenue, Plymouth Avenue, Meadowview Avenue, Susan Avenue and Reese Avenue which was seconded by Roger Rutt and unanimously approved by voice vote.

Mr. Gary Baum of 12 Clayton Avenue stated that he hopes it gets enforced. He claims that there are a lot of walkers in that area. Mr. Hutchison stated that after the signs are posted, the Township will put up a speed informing sign in the area that will tell the drivers how fast they are going in order to educate the public about the new speed limit. Mr. Hutchison added that line painters will start painting tomorrow so yellow and white lines will be in place. Mr. Blowers emphasized that the Township is not establishing no parking on those roadways.

- b. Resolution re Destruction of Township Records

Mr. Hutchison reported that the Township staff wishes to destroy records following the Pennsylvania schedule for the retention of public records. Township staff is working on reducing the volume of paper files kept on hand as well as making room for planned staff additions. Pennsylvania law requires the Board to adopt a Resolution to authorize this destruction.

Motion made by Corey Meyer to approve the Resolution re Destruction of Township Records which was seconded by Mike Thornton and unanimously approved by voice vote.

- c. Resolution re Destruction of Township SALDO Records: 1958-2012

The records have been scanned and retained in a permanent electronic format so it is not necessary to retain the hard copies. Township staff is working on reducing the volume of paper files kept on hand as well as making room for planned staff additions. Pennsylvania law requires the Board to adopt a Resolution to authorize this destruction.

Motion made by Roger Rutt to approve the Resolution re Destruction of Township SALDO Records: 1958-2012 which was seconded by Corey Meyer and unanimously approved by voice vote.

- d. CFA Multi Modal Grant Application re: Lancaster Heritage Pathway

Mr. Hutchison recommends that East Lampeter Township applies for the Commonwealth Financing Authority (CFA)'s Multi Modal grant for the extension of the Lancaster Heritage Pathway to the east and into East Lampeter. The application is due by July 31, 2023. Mr. Hutchison stated the CFA program requires a match from the Township of 30% which would be \$840,000. Mr. Hutchison

recommends that the Board approve a resolution allowing McMahon Associates to prepare an application by repackaging the application that was submitted to DCNR in April. Mr. Hutchison is hopeful about the DCNR application but he does not expect to get the entire amount from DCNR. Money granted from DCNR would go toward the 30% needed for the CFA application. Funds have been budgeted this year for grant writing assistance. The funds would be coming out of that budget and would be approximately \$3500 - \$4000. Mr. Thornton stated that it is essential to build the Lancaster Heritage Pathway and it would be an additional amenity for residents.

Motion made by Mike Thornton to adopt the resolution allowing the Township to apply to the CFA Multi Modal Grant Application re: Lancaster Heritage Pathway and for McMahon Associates to prepare an application for the CFA grant which was seconded by Roger Rutt and unanimously approved by voice vote.

Manager's Report:

a. Report on Recreation Program Start-Up

A regional program was the original plan for the Recreation Program which the Board had budgeted for in the 2023 budget. For reasons beyond East Lampeter's control, that regional effort is not moving forward. Mr. Hutchison would like to move forward setting up a recreation program for East Lampeter alone. The Township would be working with the cooperation of the school district with access to their facilities and fields. Mr. Hutchison would like to see the program grow and become an asset to the Township. The regional plan received a lot of public input as to what the community would like to see in the Township and a request for recreation programs was high on the list. The Township staff would like to move forward with the program. The funds budgeted in the 2023 budget, for the Recreation Program, would be used differently than it was approved for because the Township is moving forward on their own. The majority of the budget will go to the salary of the Recreation Director but since the position will not be filled until the final quarter of 2023, the project will stay within budget. An updated draft budget would be more costly on an annual basis going forward. Mr. Hutchison provided a position description and an advertisement to seek qualified and interested individuals. Mr. Meyer is completely behind the project and hopes it proves so successful that the surrounding municipalities would like to participate in the future. He also appreciates that the school is staying involved. Mr. Blowers stated that the program could be beneficial to adults and senior citizens as well as children. Mr. Thornton believes the more activity for kids, the better. Mr. Demme gave the program two thumbs up.

b. Discussion re Possible Actions to Address Panhandling

Mr. Hutchison stated that Township staff have been brainstorming about different ways to address panhandling within the Township. Panhandling has been continuously raised as an issue by the public in prior Board of Supervisor meetings. The Township staff came up with the following ideas:

1. Engage with the panhandlers and provide them with written and verbal direction regarding what they can and cannot do when panhandling especially not panhandling in the middle of the roads or on medians and other places considered dangerous.
2. Engage with property owners informing them that they are not required to allow panhandling on their property. If an individual is defiant, they can report them as trespassing to the police.
3. Revisit the previously drafted Aggressive Panhandling Ordinance.

4. Put up signs like in other communities that are discouraging drivers to hand out money or other things to the panhandlers.
5. Continue to work with Lancaster County Housing and Redevelopment Authority to try and work with the panhandlers through a case manager and offer them the resources that are available.

Mr. Blowers stated that he is not opposed to any of the suggestions. Mr. Meyer stated that he would lean more towards suggestions 1 and 2. He feels engaging with both the panhandlers and the property owners is a good start to keep panhandling under control. He added that continuing to work with outreach staff is also important. Mr. Thornton stated that outreach and case management is key. People need to be engaged and their stories need to be heard in order to find them the resources they need. Many of the panhandlers are suffering from addiction and mental health disorders and need assistance. There are also people who do not need to panhandle as well as rings where a group of people are aggressively panhandling wearing vests and claiming to be collecting money for a worthy cause. Mr. Demme agreed with Mr. Thornton stating that case management is the key. He believes an ordinance would make things worse. Arresting and fining someone for panhandling only creates more problems for the individuals that are truly suffering. Putting them into the criminal system only adds an additional barrier that they would have to overcome and the cycle of homelessness continues. Mr. Demme also stated that there are ordinances that prohibit canvassing and solicitation on the Right of Way on certain roadways where traffic accidents are frequent. The ideal action would be to have a case manager on site as soon as an individual expresses the need for help and resources. Mr. Thornton stated that he is unsure there are enough case managers out there. Mr. Blowers stated that the issues with homelessness, panhandling and nuisance hotels all overlap. The Township has tools in their toolbox but it needs to put these tools together and address this issue with other municipalities. A collaborative effort is needed. The Township can steer the conversation but it cannot tackle this alone.

c. Discussion re Homelessness and Emergency Sheltering

Mr. Hutchison noted that these topics were covered by Mr. Demme in the public comments.

d. Discussion re County ARPA Grant Program

Mr. Hutchison reported that the county has opened up a second round of the ARPA grants of a total of \$6 million. ELSA is going to pursue this funding and apply for the possible extension of sanitary sewer service along Strasburg Pike as far south as Millstream Road. He provided the Board with a copy of the guidance that the county issued. Mr. Hutchison asked the Board to let him know if there are any projects they would like to pursue that fit the priorities of the grant. Applications are due at the end of August.

Mr. Blowers asked if there were any public comments about the manager's report. There were none.

Adjournment:

On a motion by Mr. Corey Meyer and a second by Mr. Roger Rutt with all voting in favor, the meeting was adjourned at 8:54 pm. The next Board of Supervisors meeting will be held on Monday, August 7, 2023 at 7:30 pm in the East Lampeter Township Office, 2250 Old Philadelphia Pike, Lancaster, PA, 17602 and via ZOOM, check the Township website at www.eastlampetertownship.org for more information.

Respectfully submitted,
Ralph M. Hutchison
Township Manager