

## **February 12, 2024**

The East Lampeter Township Board of Supervisors met on Monday, February 12, 2024 at 7:00pm 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 Corey Meyer called the meeting to order at 7:00pm followed by the Pledge of Allegiance. In addition to Mr. Corey Meyer, Supervisors present were Mr. Ethan Demme, Mr. Mike Thornton and Mr. Ted Gallagher. Mr. Roger Rutt was present via zoom. 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.

### **Public Present in Public Meeting Room:**

Steve Zerbe – Chief of Police – ELTPD

Levi K. Stoltzfus – 527 Mount Sidney Road – ECHO Housing Unit

John W. Kreider – 2566 Old Philadelphia Pike

### **Also, In attendance via Zoom:**

None

### **Public Comment for Non-Agenda items:**

None

### **Consent Agenda:**

- a. Approval of the February 12, 2024 Board of Supervisors Meeting Agenda
- b. Approval of the Minutes of the January 15, 2024 Regular Meeting
- c. Request for Time Extension for Township Review and Action: King Land Development Plan at 338 Willow Road  
The applicant is offering an additional 90-days from January 31, 2024 for Township Review and Action. This is the applicant's second request for a time extension.
- d. Request for Financial Security Reduction: Devon Creek – New Holland Pike  
Upon review, the Township's Engineer recommends the reduction of Financial Security of \$32,105.50 leaving a remaining balance of \$2,165.00. This is for remaining required sanitary sewer improvements.
- e. Request for Financial Security Reduction: Sundance Car Wash – 1728 Lincoln Highway East  
Upon review, the Township's Engineer recommends the reduction of Financial Security of \$3,971.00 leaving a remaining balance of \$10,255.92.
- f. Approval to pay invoices from all funds: Total: \$978,746.81

#### *Items of note:*

- \$257,356.55 to the City of Lancaster for 4<sup>th</sup> quarter sewage treatment
- \$104,583.60 to Tempchek for partial payment of the new HVAC for Township Building
- \$43,962.42 to Lancaster Area Sewer Authority for 4<sup>th</sup> quarter charges
- \$14,710.59 to Eastern Salt Company for rock salt

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

### **Recognition of Promotion to Sergeant – Ryan Wiegand**

Chief Zerbe stated that the police department administration has completed a promotional process for the rank of Sergeant. Officer Ryan Wiegand competed in this process and after being tested, interviewed, and having his past evaluations reviewed, he has obtained the top position. Officer Wiegand is a six-year veteran of the police department in good standing and eligible for promotion. Chief Zerbe presented Officer Wiegand for promotion to the rank of Sergeant. Chairman Meyer swore in Sergeant Wiegand.

### **Old Business:**

None

### **New Business:**

#### a. ECHO Agreement: Stoltzfus – 525 Mount Sidney Road

The property owner, Levi Stoltzfus, intends to place a 14x44 modular unit on the property that will be serviced by the public sewer system via connection into existing laterals. This is a temporary arrangement to take care of family.

Motion made by Mike Thornton to approve the ECHO Agreement: Stoltzfus – 525 Mount Sidney Road which was seconded by Ethan Demme and unanimously approved by voice vote.

#### b. Supervisor Future Discussion Items

The Board members brought to the attention of others topics for discussion as this item will be on the regular meeting agenda. Mr. Meyer wanted to address a draft set of rules for public meetings. Mr. Demme stated that there should be a set of rules on how the Board runs public meetings so when there are a lot of people that want to address the Board, it will give the Board and the public rules to follow. Although this hasn't been an issue, it's better to get ahead of anything than not have the flexibility to deal with such an event when it arises. Mr. Demme provided highlights from other municipalities that have such rules as references and asked the other Board members to review them, add, remove or edit the rules or continue without a set of rules. There would have to be an adopted Resolution once the rules are agreed upon. After discussion, the Board members agreed to draft a set of rules for public comment so they are in place before they are needed and the public can come prepared. Mr. Hutchison added that a visible timer would be useful so the speaker can visibly see the amount of time they have to address the Board. The Board agreed. The Board asked Staff to come up with a draft of rules for public comments at the regular meetings for the Township Solicitor to review and for Board review and action.

Mr. Meyer asked the Board members if they had any other topics for discussion.

Mr. Thornton would like the Board to have a future discussion addressing if the Township were to be identified as a location for Federal Immigration and Customs to locate individuals. The many hotels in the Township and County services may be a reason non-citizen migrants may be placed in the Township. He would like a discussion and review of other municipalities that have had to address this influx of persons so the Township is aware and prepared. Mr. Hutchison stated that staff will have to do some research.

Mr. Demme would like an update on how the passing of the allowance of accessory apartments in the Township seven years ago and the updated subdivision land development ordinance has affected the Township. The Township is currently concluding the Housing Study and will be moving forward with an update to the Comprehensive Plan. He would like to hear if there are any complaints or if there is an opportunity to expand. Mr. Demme would also like to address the difference between an ECHO

agreement and an accessory apartments. Ms. Hitchens stated that the Housing Plan calls on the Township to look at the ADUs and to educate constituents on how they can have ADUs on their properties. The Board will get a draft of the Housing Study at the beginning of March. The Study is going to be presented to the Planning Commission tomorrow so the Board will receive any comments from the Planning Commission along with the draft by the Board's first meeting in March and a presentation at the second meeting in March. Mr. Meyer would like the Board to discuss what Mr. Demme suggested after the Housing Plan is presented.

Mr. Demme would also like the Board to discuss getting feedback about the Township's website so improvements can be made and features added or enhanced. Mr. Hutchison stated that finishing the codification project and getting it available through the website will be a major improvement.

Mr. Rutt suggested that sport sign-ups should also be part of the Township's web-site to make it more of a community page. Mr. Hutchison stated that the Township is planning to hire a Recreation Director and will ask them to make communication through the web-site as part of their role. Mr. Thornton added the School District has a community feature and the Township can simply provide the link on their web-site.

In conclusion, the Supervisor Discussion Items for the next meeting will be public comment rules, education on what to expect if migrants are placed in the Township and web-site improvements.

**Action Items:**

- a. Nominate Quarry View Building Group at 2603 Lincoln Highway East to Historic Preservation Trust Recognition Program

Over the past few years, the Board of Supervisors nominated properties to the Historic Preservation Trust for their annual awards program.. Township staff recommends nominating Quarry View Building Group this year for the Adaptive Re-use Award for their renovations at 2603 Lincoln Highway East. Mr. Meyer asked if the property owner, Mr. King, has been notified of the nomination. Township staff answered they were waiting for the nomination to be approved.

Motion made by Ethan Demme to nominate Quarry View Building Group to the Historic Preservation Trust Recognition Program re: 2603 Lincoln Highway East for the Adaptive Re-use Award which was seconded by Ted Gallagher and unanimously approved by voice vote.

- b. West Lampeter Township Zoning Ordinance Review Comments

West Lampeter Township sent East Lampeter Township a draft of their Zoning Ordinance in January of 2024 and asked for any comments to be returned by February 5, 2024. The request did not coincide with the dates of the Board of Supervisors meetings. Township staff generated and send a comment letter as requested. Mr. Hutchison wanted the Board to get the same information and have the opportunity to review it and provide any additional comments or changes but action to adopt the Ordinance is scheduled to happen this evening at West Lampeter Township. Mr. Hutchison stated the biggest issue identified by East Lampeter Township staff was that there are no provisions for residential uses in the Bridgeport Area even though West Lampeter participated in the Bridgeport Plan. Mr. Meyer thanked staff for their time reviewing the Ordinance and drafting the comment letter. Mr. Demme stated that he agrees with staff especially after all the effort put into the Bridgeport Plan and for municipalities to come together in order to have consistent zoning.

Motion made by Ethan Demme to ratify the West Lampeter Township Zoning Ordinance Review Comments drafted by Township staff which was seconded by Mike Thornton and unanimously approved by voice vote.

c. Resolution for Budget Amendment in Highway Aid Fund for the Transfer of Dump Truck Bed

Mr. Hutchison reported that the Township is replacing a 2002 truck chassis with a new one. The dump bed from the 2002 truck is being utilized and moved onto the new truck. During the budget conversations with the Board in 2023, both the new chassis and moving the dump bed were discussed, however only the purchase of the new chassis was put into the budget. Mr. Hutchison is asking the Board for a Resolution to amend the budget to include the transfer of the dump truck bed.

Motion made by Ethan Demme to adopt a Resolution for a Budget Amendment in Highway Aid Fund for the Transfer of 2002 Dump Truck Bed which was seconded by Ted Gallagher and unanimously approved by voice vote.

d. Appointment to Emergency Services Committee – Township Citizen, Term Ending 12/31/25

Mr. Hutchison reported that Ms. Stephanie Johnson expressed interest in the position and provided a letter of interest for the Board to review. Mr. Jim Smith, a former ESC member, called Mr. Hutchison and also expressed interest in the position. Mr. Hutchison asked him to provide a letter for the Board to review but has not received anything to date. The position is still vacant and the ESC is meeting in mid-March. It would be nice to have the position filled before then.

Motion made by Mike Thornton to appoint Ms. Stephanie Johnson to the Emergency Services Committee as Township Citizen, Term Ending 12/31/25 which was seconded by Roger Rutt and unanimously approved by voice vote.

e. Authorize Travel Expenses for Chair to attend FBI Citizens Academy in Philadelphia

Chairman Corey Meyer was nominated by an FBI Agent and applied to attend the FBI Citizen's Academy in Philadelphia. There are eight sessions to attend and if Chairman Meyer does get approved, his expenses will not be covered by the Academy. If the Board does approve covering Chairman Meyer's expenses, he will also be covered by the Township Worker's Compensation Insurance. Mr. Gallagher asked if Mr. Meyer has any idea of the amount that is going to be spent. Mr. Meyer answered that he will use the most cost-effective way of traveling and spending.

Motion made by Ted Gallagher to authorize Travel Expenses for Chairman Meyer to attend the FBI Citizens Academy in Philadelphia contingent upon being accepted which was seconded by Ethan Demme and approved by roll call vote 4:1 with Chairman Meyer abstaining from voting.

Mr. Meyer stated by attending the FBI Academy, he will bring information back to the Board and open up communications between the FBI and East Lampeter Township.

f. Consider Green Light Go Application for additional Old Philadelphia Pike Traffic Signals

Mr. Hutchison reported that this program is run by PennDOT where they have an annual application process. The Township is currently using this program to improve the traffic signals on Old Philadelphia Pike at Greenfield Road, the Route 30 ramp, Horseshoe and Oakview. A new funding round has come about and staff would like to apply for funding to improve the traffic signals on Old Philadelphia Pike at Witmer, Mt. Sidney and Route 896 (Eastbrook Road). The program pays for 80% of total costs. The improvements will also reduce future Township maintenance costs. Mr. Hutchison feels that 20% of the cost is a good investment. There is no guarantee that the Township will receive the funding but Township staff would like to submit the application.

Motion made by Mike Thornton to approve the Township application for the Green Light Go program for the stated Old Philadelphia Pike Traffic Signals covering 80% of all costs which was seconded by Ted Gallagher and unanimously approved by voice vote.

**Manager's Report:**

a. Connections 2050 Transportation Planning Public Survey

Mr. Hutchison reported that the County is doing a Transportation Planning Public Survey to inform their planning process for transportation improvements in the future. The link has been added to the Township's Facebook page and website.

b. Update of the East Towne Center Self Storage Project

The Board adopted an amendment to the Zoning Ordinance for this property in October of 2023. Since then, the Township has not received any communication from the property owner regarding using the property as a self-storage facility. Mr. Thornton asked if there was a date provided to begin the work. Mr. Hutchison answered that the sense he got back in October was that it was urgent and wanted to begin immediately but that has not materialized.

c. Update on Shentel Cable TV / Internet Services System Construction

Mr. Hutchison reported that Shentel Cable, TV and Internet Services Company has started doing construction in the Township. Township staff have received complaints about some of the activity. Shentel representatives and Township staff are scheduled to meet on a bi-weekly basis to go over progress, issues, concerns and problems, so staff can monitor the activity. Mr. Meyer asked if Shentel is working in the Bridgeport area. Mr. Hutchison replied yes. Mr. Gallagher asked if Shentel is planning on covering most of the Township. Mr. Hutchison replied the he has not seen a full build-out plan but he is confident that they are going to concentrate mostly on the more densely populated areas. They do not have an obligation to serve everyone in the Township.

**Public Comment:**

Mr. John Kreider of 2566 Old Philadelphia Pike stated that the board out front says that the meeting started at 7:30 so he was not there at the being of the meeting. Mr. Kreider was going to put in an apartment on his property some time ago and was told his property is in the AG district. He is getting ready to sell his property and double checked the zoning and found out it is now Village Residential after being AG since he owned it. He was never informed of the change that happened in 2016. Mr. Kreider is a veterinarian and considered building a vet facility which is approved under AG but not under VR. One potential buyer wanted to have greenhouses which was on the AG list but not on VR. Another buyer wanted to build a private school which was on the AG list but not on VR. His property was AG forever. The back 1/3 of the property is flood plain and is prime farmland with great soil. His property is also across from Light Industrial zoning so being VR makes no sense to him. The items that are no longer available under VR are nurseries, greenhouses, heavy equipment, road-side stands etc. Mr. Kreider has paid a quarter of a million dollars in taxes in the last 22 years and now he has to tell potential buyers all the things that are not included in VR zoning when the property is suppose to be AG. He is surprised it is legal for the Township to change the zoning without notifying the property owner or allowing them to object. Ms. Hitchens stated that the property was part of the overhaul of the Zoning Ordinance in 2016. She added that four public workshops were held and it was advertised in the newspaper multiple of times. Individual owners were not privately notified because the entire Township was affected. Mr. Kreider responded that each property owner should have been notified privately. He stated that he notifies the Township when he would like to do anything on his property and finds it disrespectful that he did not receive the same courtesy. Ms. Hitchens stated that the law required the Township to advertised in the newspaper. If it was only Mr. Kreider's property, he would have been notified individually, but it was an overhaul of zoning throughout the entire Township so advertising in

the newspaper was the only way to notify the entire Township. Mr. Hutchison added that the planning concept in the zoning overhaul was if a property had frontage on Old Philadelphia Pike, it made sense to be part of the VR zoning. Mr. Kreider stated that the back of the property is a flood zone so it cannot be utilized for residential buildings. Mr. Hutchison clarified that there are two buildings on the property now. Mr. Kreider stated that his point is that if it is required by law or not, the Township owes it to their citizens to notify them when there are significant changes in zoning that affects the purchase price of the property. Mr. Kreider stated that he is selling his property in 3-months so this no longer affects him. Mr. Meyer thanked him for coming in and said that the meeting time on the board out front will be checked for accuracy.

AFTER THE MEETING THE BOARD OUT FRONT WAS CHECKED AND IT DID STATE 7:00PM START TIME, AS DID THE WEBSITE AND FACEBOOK POSTINGS.

**Adjournment:**

On a motion by Mr. Ethan Demme and a second by Mr. Ted Gallagher with all voting in favor, the meeting was adjourned at 8:05 pm. The next Board of Supervisors meetings will be held on Monday, March 4, 2024 at 7:00 pm for a Regular Meeting in the East Lampeter Township Office, 2250 Old Philadelphia Pike, Lancaster, PA, 17602 and via ZOOM, check the Township website at [www.eastlampetertownship.org](http://www.eastlampetertownship.org) for more information.

Respectfully submitted,  
Ralph M. Hutchison  
Township Manager