

**June 3, 2024**

The East Lampeter Township Board of Supervisors met on Monday, June 3, 2024 at 7:00 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 Corey Meyer called the meeting to order at 7:00 pm, 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. 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.

**Call to Order- Mr. Corey Meyer, Chair**

**Pledge To the Flag**

**Public Present for meeting:**

Michael Itwaru of LNP via Zoom

Lynda Luce Stoner, Lancaster City Resident arrived late to the meeting

**Public Comment for Non-Agenda Items:**

None

**Consent Agenda:**

- a. Approval of the June 3<sup>rd</sup>, 2024 Board of Supervisors meeting agenda
- b. Approval of the minutes of the Monday, May 20, 2024 regular meeting
- c. Request for Financial Security Release- McDonalds-2090 Lincoln Highway East

The Township engineer provided a letter dated May 9<sup>th</sup>, 2024 recommending a full release of the remaining financial security for this project, in the amount of \$3,520 following the recording of the as built plan.

- d. Request for Financial Security Reduction: Lancaster Mennonite School 2176 Lincoln Highway East Lampeter Township

The Township engineer has provided a letter dated May 17, 2024 recommending a reduction of \$69,950.52 in the financial security for this project leaving a remaining balance of \$880.

- e. Time Extension to record conditionally approved plan #22-24: Laranbo Farms- 458 Mt Sidney

The applicant is requesting additional time in order to satisfy all conditions of approval and record this plan. The request is for an extension of 6 months to December 18, 2024. This is the second time extension for this plan. Should another time extension be required, the Board would need to take action on such at their December 16, 2024 meeting or the approval would become null and void.

- f. Request for Financial Security Reduction : Beiler- 47 Hartman Bridge Road

The Township engineer has provided a letter dated May 22, 2024 recommending a reduction of \$ 12,260.20 in the financial security for this project, leaving a remaining balance of \$7,921.10.

g. Time extension for Township Review & Action : Stormwater Management Plan #23-25- Millstream Motel , 170 Eastbrook Road

The applicant is offering another time extension in order to provide themselves with additional time to address review comments provided by the township engineer. This is the fourth time extension offered by the applicant for this plan. This time extension is an offer of an additional 90 days to August 27,2024. If the Board is inclined to accept this time extension, the Board authorizes Township staff to advise the applicant that this will be the last time extension to be considered for this plan. The board will need to take action on this plan on or before their August 19,2024 regularly scheduled meeting.

h. Time extension for Township Review & Action: Walmart Land Development Plan #24-09 : 2034 Lincoln Highway East Lampeter Township

The applicant is offering a time extension in order to provide themselves with additional time to address review comments provided by the Township engineer. This time extension offer is to provide an extension to July 15, 2024 for Board action. This is the first time extension offer for this plan. This plan involves a small addition to the existing building to accommodate their customer order pick up services

i. Approval to pay invoices from all funds :\$ 44,705.51

Of the bills to be paid, the following significant amount is included :

\$156,875.40 to Tempchek for HVAC replacement project

Supervisor Mike Thornton made a motion to approve the Consent agenda, and Supervisor Ted Gallagher seconded. Supervisor Ethan Demme had some minor changes to minutes from the prior Board of Supervisors meeting, from May 20<sup>th</sup>, 2024. The Board passed the motion unanimously, by voice vote.

**Old Business:**

None

**New Buiness:**

Housing Plan Implementation-

Supervisors Ethan Demme spoke about the accessory dwelling units with primary use. Currently this is not allowed in the Township Village Residential, R-1, R-2. R-3 zones, so the suggestion was to do accessory dwelling units with primary use, not just in VR. This would also apply to the other zones. This would mainly pick up Houses of Worship and Religious uses in the R-1,R-2 and R-3 zones. Those are uses allowed by right in those zones. There is not a lot of commercial uses allowed in these zones, but it would allow those as well as other permitted uses in the residential districts and for the Village Residential to allow accessory units. The Board had some conversation about this suggestion, and the township staff will take a look at this. The Board also had conversation about the accessory dwelling unit on a farm. Their suggestion was

to have the accessory dwelling unit on a farm read, in such a way that would be easier to implement, such as a text amendment. Township staff will be looking into this. The Board would like this to be moved to a higher priority. The Board of Supervisors authorized staff to move forward with the highest priority on the memo, which is to promote the creation of accessory dwelling units within the zones they are currently permitted.

### **Action Items:**

#### Consideration of Bids for In Place Paving Contract-

Mr. Ralph Hutchison spoke about the paving bids that were received, and said the first bids for in place materials provided very favorable results. Township staff pursued adding several additional roads to the list of those to be paved this year. The township learned that they are not able to just add them to the contract awarded as a result of that first bidding process. Therefore, the Township initiated a second bid process to find out if they could still add these roads to the 2024 program. Bids from the second bidding process were open and received on Wednesday, May 29<sup>th</sup>. There is a bid tabulation form that has been provided. Although, the result is not quite the same as the first bidding process the low bid is still significantly lower than the anticipated per ton cost planned for at the time of budgeting for 2024. The result realized by adding this contract, if the Board chooses to award to the lowest bidder will, when combined with the first paving award, be slightly above the budgeted amount. There is still a very healthy balance in the Highway Aid Fund, and this additional work provides tremendous value to the Township. The Township staff recommends award of this bid to Allan Myers, Inc for the low bid amount of \$75.00 per ton. It was noted that this is the same contractor that was awarded paving contract #1 for 2024 as they were the low bidder in that process as well. The Board also agreed, and awarded Allan Myers, Inc the contract. The Board also approved the \$ 11,676.00 over budget amount. A budget amendment with this should also be considered.

Supervisor Ethan Demme made a motion to award the bid to the lowest bidder, Allan Myers, Inc at \$75.00 per ton and to amend the budget for the Highway Aid Fund for in place paving as an increase of \$11,676.00 over the original budget. Supervisor Ted Gallagher seconded the motion and the motion passed unanimously by voice vote.

#### Authorize Request for Proposals for Comprehensive Plan Consultant Services

Mr. Ralph Hutchison provided that the request of proposals for an updated Comprehensive Plan was provided to the Board for review and comment at their May 20, 2024 meeting. No comments were received, thus Township staff would like to proceed with publishing the Request for Proposals (RFP) for the new Comprehensive Planning effort. The Township staff requests that the Board appoint one of the members to the Selection/Steering Committee meeting at the June 17<sup>th</sup> meeting of the Board of Supervisors.

Supervisor Ethan Demme made a motion to approve the publishing of the request for proposals for the updated comprehensive plan for East Lampeter Township, and Supervisor Mike Thornton seconded. The motion passed unanimously by voice vote.

#### Authorize Community Survey Continuation

Township staff would like to proceed with the next round of Community Survey questions as outlined in the document circulated at the May 20, 2024 meeting. Township staff is requesting the Board's authorization to do so. Ms. Hitchens spoke about the survey and mentioned how last September she reviewed the original survey outcomes with the Board. During that review, they found that there are

some additional educational opportunities available such as to which roads are state roads, which are Township roads and how taxes are divided. Supervisor Ethan Demme suggested that the questions be simplified or group clarifications by category. Such as, which ones are the state roads and which are Township. He also mentioned about having questions about the website and/or the zoom meetings added to the survey. The general public could rate these items and or provide feedback with open ended questions. Supervisor Corey Meyer also agreed and said that any other feedback about anything concerning the township is a good idea.

## **Manager's Report**

### Report on 2024 U.S. Women's Open Golf Championship-

Mr. Hutchison spoke about the Women's Golf Championship indicating it went very well. He stated that the feedback he received, everything went smoothly and that everybody enjoyed it. Supervisor Corey Meyer mentioned that we should be expecting payment from the USGA, within 15 days, and Mr. Hutchison confirmed. Supervisor Corey Meyer stated that he saw the article in the paper, that had the USGA thanking East Lampeter Township, and all the surrounding communities to have the event go so smoothly. Supervisor Corey Meyer, thanked all of the police officers for the tremendous job. Supervisor Mike Thornton said that he was glad to hear there was a lack of negative incidents which is due to careful planning and coordination ahead of the event.

### Recreation Director in place

Mr. Hutchison let the Board know that a Recreational Director, Mrs. Lisa Cleveland, was hired. She has some new ideas she's working on such as goat yoga, movies in the park, and a few others. Mrs. Cleveland started Tuesday, May 28, 2024. She is getting acquainted with the Township. She will attend one of the future Board of Supervisors meetings, so the Board can meet her. Supervisor Corey Meyer stated the Board can't wait to meet her!

### Lancaster Heritage Pathway Projects

#### CFA Local Share Funds

This project will complete the design for the section of the pathway to be designed along Oak Grove Drive to the PennDOT right of way where a small trailhead will be included. Additionally, this project will provide additional preliminary design services for the future construction of the pathway between the Ben Franklin Blvd trail head and the Township line near Geist Road on PennDOT's right of way. Township staff is currently in the process of finalizing the agreement for these services with the selected consultant, TPD.

#### PennDOT Multimodal Grant application

This application is for the construction of the planned pathway and equestrian trail improvements on PennDOT's right of way between the Ben Franklin Blvd trail head and the Township line in the vicinity of Geist Road. We are still waiting for a decision on this application.

#### Connects 2040 Planning Projects:

Mr. Ralph Hutchison spoke about these planning projects. These projects will provide conceptual designs for extensions of the pathway system along Walnut Street and along Pitney Road. Township staff is frustrated with the lack of progress through the PennDOT third party engineer's office to move these projects through the required PennDOT ECMS process. As the Board may recall, agreements for these projects were approved by the Board many months ago. Since that time, Township staff has been told

that one of these agreements was approved by PennDOT and the other was not (they were identical agreements when PennDOT provided them to us). More recently we have been told that a new agreement is needed for the one that they didn't approve and an amendment is needed for the one they did approve so that they will, in the end, be the same. Despite Township staff completing certain steps that should have been completed by the PennDOT third party engineer Township staff continues to be delayed by their lack of performance. Township staff has expressed their frustration to both the third party engineer for PennDOT and County Planning Department staff. The third party engineer is supposed to be the Project Manager and is therefore responsible to get us through the PennDOT process. Mr. Hutchison let the Board know, that at the next meeting the Board will have to reapprove what they already approved in regards to this project. Mr. Hutchison and Ms. Hitchens are hopeful that they will be able to have the resolutions needed to again complete the township's responsibility for the June 17, 2024 agenda for action. A resident who was at the meeting, was looking for an update on the Heritage Trail Project. Lynda Luce Stoner, is a Lancaster City Resident. She is very impressed and said they walk along the Lancaster Heritage Pathway often. Her concern is the safety while walking on Pitney Road should the proposed trail follow the roadway, she said she was almost hit by a distracted driver. She said she was talking to someone from the Lancaster County Planning Commission and he had mentioned to her that maybe having it run along the river. Mr. Hutchison let her know there are two planning projects that are being looked at. One option is being along Pitney and the other option being continuing along Walnut Street under route 30. There's no design that's been done, to this point. He stated that it is dangerous right now, because there's no facilities to accommodate pedestrians or bicycles. He said the idea is to develop a path and a design for that path that would be accommodating to pedestrians and bicycles. Ms. Hitchens stated that there's options that the consultant will look at. One option is coming off Pitney and then along the river or through the community somehow into Conestoga Pines. One option is, how would we make it safe to traverse Pitney to Conestoga Pines or there has to be a connection to the bridge that the city is putting in. There would have to be a plan so that we can make a loop connection. Ms. Hitchens let the resident know that the public can attend the meetings for these. Ms. Stoner wanted to let the Board know how beautiful it is to walk along the river, because people are kayaking and canoeing. Mr. Hutchison let her know, that there's options as far as the trail but the plans have to show going under route 30. She was excited to see what the future plans will be.

### **Adjournment**

Supervisor Mike Thornton made a motion to adjourn and Supervisor Ted Gallagher seconded. The motion passed unanimously by voice vote.

**Next regular meeting – Monday, June 17, 2024, 7:00 pm@ East Lampeter Township**