

**EAST HEMPFLD TOWNSHIP  
BOARD OF SUPERVISORS MINUTES**

**DATE AND TIME:** April 21, 2021 7:00 p.m.

**ATTENDANCE:** Board Members: Thomas A. Bennett  
G. Edward LeFevre  
H. Scott Russell  
Andrew C. Weaver  
W. Scott Wiglesworth

Manager: Cindy A. Schweitzer  
Director of Development Services: Jon E. Beck  
Director of Public Works: Perry T. Madonna  
Police: Stephen A. Skiles  
EMC: Diane E. Garber  
Engineer: Scott H. Hain

The Board of Supervisors held an in-person and virtual public meeting using Zoom. The in-person meeting was held at the East Hempfield Township Municipal Building, 1700 Nissley Road, Landisville. The meeting was advertised and the public was permitted to attend in-person or remotely via Zoom (video and audio) along with instructions on how to do so.

Board Members Tom Bennett, Edward LeFevre, Scott Russell, Andy Weaver, Twp. Mgr. Cindy Schweitzer, Director of Development Services Jon Beck were physically present for the meeting. All others attended via remote connection.

Chairman Scott Russell called the Board of Supervisors meeting to order at 7:00 p.m., followed by a moment of silence and the Pledge of Allegiance.

**Consent Agenda**

- a) Department Reports - Golf, Public Works, Dev. Services, Police, EMC
- b) Treasurers Report for April/2021 covering all funds:

2/28/21	\$8,958,570.61
Revenues	\$1,656,369.08
<u>Expenses</u>	<u>\$1,050,398.64</u>
3/31/21	\$9,564,541.05
- c) Invoices from all funds covering 4/9 – 4/23/21 & totaling \$344,474.42
- d) Approval of minutes March 7, 2021

Mr. LeFevre asked for an explanation of the role of the Agency Duty Officer. Chief John Kottmyer described the responsibilities of the position. He also expanded discussion on fire apparatus cost and options for financing. Mr. Wiglesworth requested a deeper discussion on this later in the Board Meeting. **Motion** was made by Mr. Bennett and seconded by Mr. Weaver to *approve* the Consent Agenda as presented. The following roll call vote was taken by the Township Manager: Mr. Bennett – aye;

Mr. LeFevre – aye; Mr. Russell – aye; Mr. Weaver – aye; Mr. Wiglesworth – aye. The motion passed (5-0).

### Request to add to the agenda

- **Little Conestoga Creek Foundation has requested a letter of support for the grant application to the National Fish & Wildlife Foundation (NFWF) – submission deadline is 4/22.** Mrs. Schweitzer presented the request and explained the grant is for Phase 1 of the Steinman Foundation Little Conestoga Blue/Green Corridor Project. She confirmed the request is strictly for a Letter of Support for the grant application and there are no financial obligations to the Township attached to the request. **Motion** was made by Mr. Weaver and seconded by Mr. Russell to **add** action item (e) Little Conestoga Creek Foundation request for Letter of Support for grant application to the National Fish & Wildlife Foundation. The following roll call vote was taken by the Township Manager: Mr. Bennett – aye; Mr. LeFevre – aye; Mr. Russell – aye; Mr. Weaver – aye; Mr. Wiglesworth – aye. The motion passed (5-0).
- **Appointment of Cindy Schweitzer as the manager of the Four Seasons Liquor License.** Mrs. Schweitzer explained why this temporary appointment is required. **Motion** was made by Mr. Weaver and seconded by Mr. Bennett to **add** action item (f) appointment of Cindy Schweitzer as the manager of the Four Seasons Liquor License. The following roll call vote was taken by the Township Manager: Mr. Bennett – aye; Mr. LeFevre – aye; Mr. Russell – aye; Mr. Weaver – aye; Mr. Wiglesworth – aye. The motion passed (5-0).

### Action items

#### a) **Development Services**

- **The Farmstead at Homestead Village** - Jon Beck introduced the project. Andrew Miller, Project Manager, Rettew Associates was present on behalf of the applicant, Homestead Village Inc. and provided overhead visuals for both plans and stated all comments by David Miller/Associates will be addressed prior to Plan recording. Attorney Mark Stanley, McNees Wallace & Nurick, and Doug Motter, Homestead Village, responded to questions regarding 501(c)(3) status for all properties. After discussion, the following actions were taken:
  - *Final Lot Consolidation Plan (13-15.08), 2428 Lime Spring Way: Final Plan approval.* **Motion** was made by Mr. Bennett and seconded by Mr. Weaver to **approve** the Farmstead at Homestead Village Lot Consolidation Plan, Township File #13-15.08, conditioned on resolution of all outstanding staff and engineering comments, within 90 days of plan approval, unless extended by the Board for cause shown, or plan approval will be null and void. The following roll call vote was taken by the Township Manager: Mr. Bennett – aye; Mr. LeFevre – aye; Mr. Russell – aye; Mr. Weaver – aye; Mr. Wiglesworth – aye. The motion passed (5-0).
  - *Revised Final Land Development Plan (13-15.09), 2428 Lime Spring Way: Final Plan approval for the Farmstead Club House.* **Motion** was made by

Mr. LeFevre and seconded by Mr. Bennett to **approve** the Farmstead at Homestead Village Revised Final Land Development Plan, Township File #13-15.09, conditioned on resolution of all outstanding staff and engineering comments, within 90 days of plan approval, unless extended by the Board for cause shown, or plan approval will be null and void. The following roll call vote was taken by the Township Manager: Mr. Bennett – aye; Mr. LeFevre – aye; Mr. Russell – aye; Mr. Weaver – aye; Mr. Wiglesworth – aye. The motion passed (5-0).

- **Dutch Valley Auto Works – Final Lot Add-On, Subdivision & Land Development Plan & Modifications (15-22.04), 3331 Columbia Ave.:** Final Plan and modifications approval. Jon Beck explained the Plan and Modifications. Brent Good, Senior Project Manager, ELA Group, Inc., and Geoff McCollum, Owner, Dutch Valley Auto Works, were present to answer any questions related to the project. The following actions were taken:
  - *Modifications:* **Motion** was made by Mr. Bennett and seconded by Mr. LeFevre to **defer** modification requests #1, #2, and #3 for the Dutch Valley Auto Works Final Land Development Plan, Township File #15-22.04, subject to staff and engineer comments. The following roll call vote was taken by the Township Manager: Mr. Bennett – aye; Mr. LeFevre – aye; Mr. Russell – aye; Mr. Weaver – aye; Mr. Wiglesworth – aye. The motion passed (5-0).
  - *Final Plan:* **Motion** was made by Mr. Weaver and seconded by Mr. Russell to **approve** the Dutch Valley Auto Works Final Land Development Plan, Township File #15-22.04, conditioned on resolution of all outstanding staff and engineering comments, within 90 days of plan approval, unless extended by the Board for cause shown, or plan approval will be null and void. The following roll call vote was taken by the Township Manager: Mr. Bennett – aye; Mr. LeFevre – aye; Mr. Russell – aye; Mr. Weaver – aye; Mr. Wiglesworth – aye. The motion passed (5-0).
- **Lime Spring Square Rezoning Petition –** Acknowledgement and authorization to submit for Planning review and advertise for adoption. Jon Beck presented the request and petition received from Claudia Shank, Esq. McNees Wallace & Nurick LLC to Amend the East Hempfield Township Zoning Map. **Motion** was made by Mr. LeFevre and seconded by Mr. Weaver to **acknowledge** Oaktree Development Group’s Rezoning Petition, to **authorize** staff to submit the Rezoning Petition to the Lancaster County Planning Commission and the East Hempfield Township Planning Commission for reviews and recommendations, and to **authorize** staff to advertise the Rezoning Ordinance for adoption. The following roll call vote was taken by the Township Manager: Mr. Bennett – aye; Mr. LeFevre – aye; Mr. Russell – aye; Mr. Weaver – aye; Mr. Wiglesworth – aye. The motion passed (5-0).
- **State Road Right-of-Way Dedication. – Resolution, Maintenance Guarantee and Deed of Dedication.** Jon Beck reported on the meeting held today with the Developer and described what will be happening with temporary traffic control devices and completion of roadways. Earlier today the Traffic Commission approved the signage

plan. Attorney Mark Stanley, Craig Mellott, and Eric Scott were available remotely to answer any questions. Mr. Bennett asked if the detour light at Yellow Goose Road and Harrisburg Pike will remain. Jon Beck stated it is scheduled to be removed by Friday morning and Chairman Russell asked that a flashing signal be provided to give drivers warning of the change. **Motion** was made by Mr. LeFevre and seconded by Mr. Bennett to **adopt** Resolution #2021-20, approving the Deed of Dedication and the Road Maintenance Agreement and to **establish** \$479,711.25 as the Roadway Maintenance Guarantee. The following roll call vote was taken by the Township Manager: Mr. Bennett – aye; Mr. LeFevre – aye; Mr. Russell – aye; Mr. Weaver – aye; Mr. Wiglesworth – aye. The motion passed (5-0).

- **Rettew Associates requesting letter of support for National Fish & Wildlife Foundation (NFWF) grant submission for West Branch of Little Conestoga Creek.** Mrs. Schweitzer presented the request received from Kara Kalupson, Rettew Associates and attached template for a Letter of Support and location information of the watershed. She confirmed the request is strictly for a letter of support for the grant application and no financial obligations to the Township are attached. Following discussion, **motion** was made by Mr. Weaver and seconded by Mr. Russell to **authorize** the Township Manager to sign a Letter of Support for Rettew Associates' National Fish and Wildlife Foundation Planning and Technical Assistance Grant application to develop a Watershed Action Plan for a the West Branch of the Little Conestoga Creek. The following roll call vote was taken by the Township Manager: Mr. Bennett – aye; Mr. LeFevre – aye; Mr. Russell – aye; Mr. Weaver – aye; Mr. Wiglesworth – aye. The motion passed (5-0).

b) **Special Event approvals**

- **Hogs and Heroes kids bike a thon (6/19/21)** – A. Herr Park. Diane Garber presented the request. PA2 Junior Chapter members Theresa Draeger and Connie Ray were present to describe the event. Following discussion, **motion** was made by Mr. LeFevre and seconded by Mr. Russell to **approve** the Hogs and Heroes PA2 Juniors' application to use the Amos Herr Park trail for a bike a thon on Saturday, June 19, 2021 from 8:30 a.m. to 12:30 p.m. as discussed, and to **approve** a waiver of the event application fee. The following roll call vote was taken by the Township Manager: Mr. Bennett – aye; Mr. LeFevre – aye; Mr. Russell – aye; Mr. Weaver – aye; Mr. Wiglesworth – aye. The motion passed (5-0).
- **GTO Club event (8/21/21)** – A. Herr Park. Diane Garber submitted the application for the Susquehanna Valley GTO 14<sup>th</sup> Annual All Pontiac Car Show to be held in Amos Herr Park on Saturday, August 21, 2021. Following discussion, **motion** was made by Mr. LeFevre and seconded by Mr. Bennett to **approve** the SVGTO's application to hold their 14<sup>th</sup> Annual All Pontiac Car Show at Amos Herr Park on Saturday, August 21, 2021, with setup on Friday, August 20, 2021 and with no rain date requested. The following roll call vote was taken by the Township Manager: Mr. Bennett – aye; Mr. LeFevre – aye; Mr. Russell – aye; Mr. Weaver – aye; Mr. Wiglesworth – aye. The motion passed (5-0).
- **Penn Legacy events** (May 1,2,8,9,29,30; June 5,6,19,20,25,26,27; Sept 4,5; Oct/9,10; Nov 13,14,20,21 & Dec 4,5,11,12) – A. Herr Park & traffic control on Junction, Lititz,

Graystone and Landisville Roads. Diane Garber presented the request and explained the events and dates. Mr. Bennett expressed concern that heavy use of the Park may impact the community. Diane explained that only 2 weekends involve the Herr Park, and the rest are at other venues in the area and the approval is for traffic control function. Following discussion, **motion** was made by Mr. LeFevre and seconded by Mr. Bennett to **approve** Penn Legacy's Soccer Club's application to use Amos Herr Park and permit the Penn Legacy providing traffic control with constables on Junction Rd., Lititz Rd., Graystone Rd., and Landisville Rd. for modified Soccer Tournaments to be held in the Township on May 1, 2, 8, 9, 29, 30; June 5, 6, 19, 20, 25, 26, 27; Sept. 4, 5; Oct. 9, 10; Nov. 13, 14, 20, 21; Dec. 4, 5, 11, 12, and to **authorize** the Chairman to sign the roadway indemnification form for the dates and roadways listed. The following roll call vote was taken by the Township Manager: Mr. Bennett – aye; Mr. LeFevre – aye; Mr. Russell – aye; Mr. Weaver – aye; Mr. Wiglesworth – aye. The motion passed (5-0).

- **Align Life Ministries event (May 8, 2021)** – Run Walk on Junction Road. Diane Garber explained that Align Life Ministries was previously known as Susquehanna Valley Pregnancy Services and, in association with WJTL/The Junction Center at Landis Hall, has submitted an application for their Run Walk for Life 5K. Mrs. Garber described the event and associated roadway closure. Following Discussion, **motion** was made by Mr. LeFevre and seconded by Mr. Bennett to **approve** Align Life Ministries' application to hold their Run Walk for Life 5K on Junction Rd. on Saturday, May 8, 2021, including closure of Junction Rd. for the allotted time and **authorize** the Chairman to sign the indemnification agreement pertaining to the same. The following roll call vote was taken by the Township Manager: Mr. Bennett – aye; Mr. LeFevre – aye; Mr. Russell – aye; Mr. Weaver – aye; Mr. Wiglesworth – aye. The motion passed (5-0).
- c) **Spooky Nook existing Memorandum of Understanding (MOU) for Fire Police** – request by staff to discontinue MOU provisions. Diane Garber explained the reasoning behind the request and stated that Spooky Nook is aware that this action was going to be considered at tonight's meeting. She and Chief Skiles have reached out to advise them and Chief Skiles provided a copy of his email; however, no response has been received. Mr. Wiglesworth stated he prefers that a Board member reach out and have a conversation with Spooky Nook Management before taking action on this MOU, and Mr. LeFevre recommended a clearly written communication to Mr. Beiler regarding the “none response”. **Motion** was made by Mr. Bennett and seconded by Mr. LeFevre to **table** action on the MOU. The following roll call vote was taken by the Township Manager: Mr. Bennett – aye; Mr. LeFevre – aye; Mr. Russell – aye; Mr. Weaver – aye; Mr. Wiglesworth – aye. The motion passed (5-0). Further communication will occur with Mr. Beiler directly.
- d) **Planning Commission Alternates** – Appointments to fill vacancies. Jon Beck reviewed his April 16, 2021 memorandum. There was discussion regarding level of interest and preferences. This resulted in a recommendation to wait until the Zoning Hearing Board provides their preference so the Board can review all requests. Based on the above discussion, **motion** was made by Mr. LeFevre and seconded by Mr. Bennett to **table** appointment of Planning Commission alternates until the June meeting. The following roll call vote was taken by the Township Manager: Mr. Bennett – aye; Mr. LeFevre – aye; Mr. Russell – aye; Mr. Weaver – aye; Mr. Wiglesworth – aye. The motion passed (5-0).

- e) **Little Conestoga Creek Foundation** – Request for support letter for grant submission to National Fish & Wildlife Foundation (NFWF). Mrs. Schweitzer presented the request and explained the grant is for Phase 1 of the Steinman Foundation Little Conestoga Blue/Green Corridor Project. She confirmed the request is strictly for a Letter of Support for the grant submission to NFWF and there are no financial obligations to the Township attached to the request. Following discussion, **motion** was made by Mr. Weaver and seconded by Mr. Russell to *provide* a letter of Support for the Little Conestoga Creek Foundation’s grant application to the National Fish and Wildlife Small Watershed Grant Program SWG-1 for Phase 1 of the Little Conestoga Creek Blue/Green Corridor. The following roll call vote was taken by the Township Manager: Mr. Bennett – aye; Mr. LeFevre – aye; Mr. Russell – aye; Mr. Weaver – aye; Mr. Wiglesworth – aye. The motion passed (5-0).
- f) **Liquor License Manager for Four Seasons** – appointment of Cindy Schweitzer. Mrs. Schweitzer explained the need to make this appointment. Following discussion, **motion** was made by Mr. Weaver and seconded by Mr. Bennett to *appoint* Cindy Schweitzer as Liquor License Manager at Four Season’s Golf Course. The following roll call vote was taken by the Township Manager: Mr. Bennett – aye; Mr. LeFevre – aye; Mr. Russell – aye; Mr. Weaver – aye; Mr. Wiglesworth – aye. The motion passed (5-0).

**Old Business - None**

#### **New Business**

- **PSATS** – Chairman Russell encouraged supervisors and staff to attend the virtual training classes. Sessions are all virtual and replace the yearly PSATS conference. Mrs. Schweitzer will send an email out to Board members, Staff, and Planning Commission members.
- **Fire Departments** - Mr. Wiglesworth continued conversation regarding fire apparatus and cost from earlier in the evening. He reported he attended a fire commission meeting last night and there appears to be an on-going feeling the departments are not being supported the way they should be, and he would like to have further conversations regarding this to do more and make a difference. Chief Kottmyer was present remotely and explained in detail the fire departments’ fear of what the future holds because their funds have been dwindling and they aren’t able to replace them due to COVID. He feels a key component is to build trust and financial accountability regarding funds. The biggest concern is the apparatus and if they are going to have the funds to maintain it. The Board unanimously agreed this is a complex topic and they definitely support the three fire companies. Chairman Russell asked that Mrs. Schweitzer, the Public Safety Working Group and Chief Kottmyer meet to tackle these issues and come back to the Board of Supervisors with some recommendations.
- **Traffic Commission Report** – Mr. LeFevre summarized tonight’s meeting.
  1. **State Road** - approved Traffic Signage Plan. The speed limit will be reduced to 25 MPH due to the construction in the area.

2. Shenk Road – A 3-way stop intersection has been created on the East Hempfield side of the bridge. There are discussions with Rapho Township to address concerns on their side of the bridge.
3. Embassy Drive - speeding issues. A speed study will be completed to look at the appropriate speed limit on the extended Embassy Drive (between Running Pump/Rohrerstown Road).
4. Lidl - Right turn situation. Lidl is doing their six-month post-development traffic study and looking at the access drive on Columbia Avenue due to complaints about conflicts with the Lidl entrance and those wanting to turn right on to Good Drive.
5. Wheatland Avenue - Speeding complaints have been received from several neighbors and members of the Wheatland Hill/Glenbrook Community Organization. They were asked to get the plate numbers that have been noted by several residents and Perry will putting speed monitors up to collect more data.

**Development Services Project report** – Jon Beck reviewed his written report

**Manager’s Report/Board Group report out.** Mrs. Schweitzer reviewed her report for the period covered through April 7, 2021 with the following highlights and/or updates:

- Farmingdale Road, long-term project – An MTF grant has been awarded to the Township for this project (\$993,000). Good news for the project but will delay the start due to securing the paperwork for the grant.
- Little Library at A. Herr Park. The Board indicated support for the placement of a Little Library box around the entrance to the Dreampark.
- PIB Loan – The \$2.4M loan secured in 2011 was paid in full as of 1/4/2021. This 2% Loan was to borrow funds to replace the (1) Nissley Road Bridge, (2) base and repair of Township roadways, (3) engineering and construction of a pole barn and (4) salt shed and guiderail repairs/replacements.
- American Rescue Plan funding – Mrs. Schweitzer and Joe Robinson will meet with Admin/Finance when regulations are received.
- Bookkeeper position – A job offer has been accepted and the new employee is scheduled to start on April 26th.

The Stormwater/MS4 (33/22) Group Report and summary of meetings attended are included at the end of Mrs. Schweitzer’s written report. She added that an insurance renewal quote from Engle Hambright and Davis should be coming to the Board in May and she met with the School Board regarding the safety of walkers coming to school via Church Street.

**Public Comment (residents or taxpayers of East Hempfield Township)** – None

**Adjournment** - Chairman Russell adjourned the meeting at 9:28 p.m.

Respectfully submitted,

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Cindy A. Schweitzer, Township Manager/Secretary