

EPHRATA TOWNSHIP SUPERVISORS' MEETING

December 20, 2016

The Ephrata Township Supervisors met this date at 7:00 a.m. at the Ephrata Township Office Building, 265 Akron Rd., Ephrata, Pennsylvania.

Present were Supervisors: Clark Stauffer
John Weber
Ty Zerbe
Manager: Steve Sawyer
Admin Asst: Jennifer Carvell
Engineer: Jim Caldwell
Solicitor: Charles Sheidy

The meeting was called to order by Chairman Clark Stauffer followed by the Pledge of Allegiance to the Flag.

PUBLIC COMMENTS NON-AGENDA ITEMS

A motion to close the public comment period was made by Ty Zerbe. The motion was seconded by John Weber and carried unanimously.

APPROVAL OF MINUTES

A motion was made by John Weber to dispense with the reading of the December 6, 2016 Supervisors' minutes and to approve them as presented. The motion was seconded by Ty Zerbe and carried unanimously.

AUTUMN HILLS PHASE 3 – CHANGES TO FINAL PLAN APPROVED BY BOARD 10/18/16

Gerry Horst, Developer of Autumn Hills and Rob Gabriel from Robert Gabriel and Associates were present at the meeting. Mr. Gabriel explained to the Board that Mr. Horst was contacted by the owners of Martin Energy concerning their interest in changing the property line between the two properties. Mr. Gabriel showed the proposed property line changes to the Board of Supervisors. This change would be beneficial to both Martin Energy and Autumn Hills. Martin Energy has also agreed to the placement of the required buffer planting on their property instead of in the rear yards of the lots in Autumn Hills. GRH Development will provide Martin Energy with water and sewer easements as part of the Autumn Hills Phase 3 Plan. In addition, Rob Gabriel requested that the Board approve eliminating the buffer planting on the Phase 3 lots that border Denver Wholesale Foods since a buffer was recently planted on the Denver Wholesale Foods property as part of their Land Development Plan. Manager Sawyer stated that staff believes that the changes were improvements to the plan previously approved by the Board. The Board of Supervisors was also given a letter dated December 19, 2016 from Rettew Associates with their review and comments.

A motion was made by John Weber approving the changes presented for the Final Subdivision Plan of Autumn Hills Phase 3 subject to Rettew Associate's Letter dated December 19, 2016. The motion was seconded by Ty Zerbe and carried unanimously.

STAFF REPORTS

Police – Chief Harvey. There was no one in attendance from the Police Department. The Police Department will only be attending evening meetings unless there is an important issue to discuss at the morning meeting.

Manager Steve Sawyer

- **Burning Ordinance Direction.** Manager Sawyer notified the Board of Supervisor that the Ephrata Police Department reviewed the draft and provided comments to the Township. The Board of Supervisors also made some recommendations to staff at the meeting. Manager Sawyer will prepare a new draft of the Burning Ordinance with the recommended changes at a future meeting.
- **Evangel Assembly of God – Sewer Design.** Manager Sawyer notified the Board of Supervisors that the Sewer Authority at their meeting held on December 13, 2016 requested direction from the Board of Supervisors regarding 4 residential properties located along Hahnstown Road across from the proposed Evangel Assembly of God Church. Evangel Assembly of God will be extending water and sewer across their entire frontage of their property. One of the property owners on the opposite side of Hahnstown Road contacted the Township's Sewer Engineer requesting a lateral for future connection. Manager Sawyer explained that the sewer main that will be installed is a low pressure line and that the Authority will not permit laterals to be installed for the four properties unless connection occurs immediately. None of the property owners are in favor of connecting to public sewer at this time. In the past the Township has not required mandatory connection if the sewer main was extended as part of a development project but properties would be required to connect if their existing on-lot sewer system malfunctions. The Board discussed that it would be more cost effective for the properties to connect now since the developer would pay for the improvements in Hahnstown Road.

A motion was made by Ty Zerbe directing staff to notify the Ephrata Township Sewer Authority that the four (4) residential properties on Hahnstown Road will not be required to connect to public sewer when it is extended by the Church but that they will be required to connect in the future if their existing on-lot sewer system malfunctions. The motion was seconded by John Weber and carried unanimously.

A motion was made by Clark Stauffer directing staff to send a letter to each property owner identifying the estimated cost to connect to sewer if they decide to connect as part of the church project versus the estimated cost to connect in the future if their system malfunctions. The property owners will be asked to provide their decision in writing to the Township. The motion was seconded by Ty Zerbe and carried unanimously.

- **Denver Wholesale Foods – Waiver for DEP Sewage Planning.** A letter dated December 16, 2016 from Diehm & Sons requesting Ephrata Township approve a waiver for additional DEP sewage planning for the proposed 2,100 square foot addition being proposed by Denver Wholesale Foods. It was also discussed that there needs to be a correction to the square footage stated in the document prior to execution by the Township.

A motion was made by Ty Zerbe to support Denver Wholesale Foods request for a waiver to the DEP Sewer Planning subject to a correction in the square footage identified in the document prepared by Diehm & Sons. The motion was seconded by John Weber and carried unanimously.

Solicitor Charles Sheidy

Attorney Sheidy discussed his *Solicitor's Report* with the Board of Supervisors; it is on file in the Township Office.

Engineer Jim Caldwell reported that the following plans and projects are currently being reviewed or worked on by Rettew Associates:

- Autumn Hills - Phase 3
- ALDI – Final Land Development Plan
- Chesapeake Bay Pollution Reduction Plan
- MS4 Plan

APPROVAL OF BILLS

A motion was made by John Weber to accept the list of checks written and to pay any bills pending. The motion was seconded by Ty Zerbe and carried unanimously.

CORRESPONDENCE

John Weber reported that the PSATS Annual Convention Registration forms were received. The PSATS Convention is scheduled for April 23-26th 2017.

In addition, an invitation from Senator Ryan Aument was received for a breakfast meeting with the 36th Senatorial District Municipal Officials on Friday, January 13, 2017 from 7:30a to 9:30a at the Lancaster Career and Technology Center at the Mount Joy Campus. RSVPs are due by January 6, 2017.

2017 EPHRATA TOWNSHIP BUDGET ADOPTION

The Board approved a preliminary budget in November and the preliminary budget was advertised and available for public inspection for the past month. The preliminary budget included a .1 mil real estate tax rate increase changing the current 1.37 millage rate to 1.47 millage rate for 2017.

Manager Sawyer presented to the Supervisors the proposed 2017 Budget Summary and Worksheet for review and comment. Manager Sawyer stated that the primary reason for the proposed increase is to offset additional police costs and additional costs for the Township MS4 Storm Water Management program. Police cost will increase by \$66,324 from 2016 to 2017. This includes a \$50,957 increase in an annual contract amount for police service from Ephrata Borough plus an additional \$12,472 to assign an Ephrata Police Department Officer to the Lancaster County Drug Task Force and a \$12,800 capital purchase to pay a portion of two additional automated license plate readers for the Police Department. The proposed tax will also help to fund \$50,000 of anticipated expenditures for the Township's MS4 Storm Water Program. The Township is required to prepare and submit our 2018 NPDES General Permit for Storm Water Discharges to the PA Department of Environmental Protection. The Permit must include a Pollution Reduction Plan identifying specific projects that, when implemented, will result in reductions in the sediment (10 percent), phosphorus (5 percent), and nitrogen (3 percent) loads to local surface streams by the end of the five year permit term (2023).

A motion was made by Ty Zerbe to approve a .1 mil real estate tax increase for 2017. The 2017 millage rate will be 1.47. The motion was seconded by John Weber and carried unanimously.

Manager Sawyer presented information to the Board concerning 2017 wage increases for the Township employees. A survey was conducted of 2017 increases for local municipalities as well as health and pension benefits. Manager Sawyer also shared performance evaluations for all Township employees and his recommendations for increases.

A motion was made by John Weber to approve a 2% increase to all Ephrata Township employees for 2017 and to change the current Healthcare Reimbursement Account to require the employee to pay the first \$250 for single coverage and \$500 for family coverage. The Township will be responsible for the remaining \$250 for single coverage and \$500 for family coverage. The Board will consider Manager Sawyer's recommendation for Jennifer Carvell, Linda Boyer and Randy Groome at the Organizational meeting on January 3, 2017. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by John Weber to approve the Budget for 2017 as presented as recommended by staff. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by John Weber to adjourn the meeting at 9:44 a.m. The motion was seconded by Ty Zerbe and carried unanimously.

Clark R. Stauffer

John L. Weber

J. Tyler Zerbe