

# EPHRATA TOWNSHIP SUPERVISORS' MEETING

**December 21, 2021**

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

Present were Supervisors: Clark Stauffer  
Ty Zerbe  
Tony Haws  
Manager: Steve Sawyer  
Admin. Asst.: Jennifer Carvell  
Police: Lt. Thomas Shumaker  
Engineer: Jim Caldwell

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

## PUBLIC COMMENTS NON-AGENDA ITEMS

Manager Sawyer stated that he received two (2) emails from residents with concerns that he would like to share under Public Comment. He will address the Board of Supervisors after the Lakeside Villas item.

## APPROVAL OF MINUTES

A motion was made by Tony Haws to dispense with the reading of the December 7, 2021 Supervisors' Minutes and to approve them as presented. The motion was seconded by Ty Zerbe and carried unanimously.

## LAKESIDE VILLAS – LETTER CONCERNING STREETS – CRAIG EBERSOLE, HOA PRESIDENT

Craig Ebersole, Lakeside Villas HOA President presented a letter to the Board addressing concerns over future through traffic within the development after Quarry Ridge Drive is open to the public. Mr. Ebersole explained that Lake Side Drive and Quarry Ridge Drive will soon be dedicated to the Township and there is fear that the development will see a drastic increase in traffic when this occurs. Manager Sawyer forwarded the letter to Jim Caldwell of Rettew Associates for his review prior to placing this issue on a meeting agenda. Jim Caldwell's recommendations were sent to the Township by email dated December 7, 2021. A copy was provided to the Board of Supervisors for review prior to the meeting. Jim Caldwell explained that the streets within the development meet the requirements of the Township's Subdivision Ordinance and were approved as public streets on the recorded Lakeside Villas Subdivision Plan and the Ephrata Crossing Land Development Plan. After the streets are dedicated to the Township, the Township could do a traffic study to determine what if any changes could be made to the streets based on PennDOT standards and warrants. Mr. Caldwell stated that in his opinion the changes

suggested in Mr. Ebersole's letter would not meet PennDOT requirements. It was discussed that the HOA could hire an attorney and/or engineer to explore what would be required to change Lakeside Drive and Quarry Ridge Drive to private streets. It was discussed that this would be a very difficult and expensive process for the HOA to pursue. The developer of Ephrata Crossings and the owners of the hotel would also need to be involved in this process. An attorney would need to investigate what the parties would need to approve the change from a public to private streets and an engineer would have to be hired to revise the recorded subdivision and land development plans. Mr. Ebersole stated that he is aware how difficult this process would be. He thanked the Board for their time and stated that he will discuss it with the residents of Lakeside Villas to determine if the HOA would like to pursue this further. No action was taken at this time.

**PUBLIC COMMENTS NON-AGENDA ITEMS**

Manager Sawyer stated that he received two emails over the weekend from residents with concerns regarding the upcoming Comcast work in the Summerlyn Green Development. Comcast is planning to install underground conduit and fiber optic cable lines throughout the development. PA One Calls have been submitted by the Comcast contractor and the utility companies have marked their underground utilities. The residents were upset because they were not notified of Comcast's plans and were not provided with contact information to express their concerns. Manager Sawyer stated that Comcast has installed underground lines in approximately ten different developments so far in Ephrata Township. One of the conditions imposed by the Township is that Comcast (or their contractors) place door hangers within developments prior to starting any work within a development so that residents are informed. Manager Sawyer stated that this obviously was not done and has contacted Keith Allridge, Comcast Construction Coordinator and Eric Wilden, Comcast Sr. Manager, Government & External Affairs to discuss this issue as well as other issues currently going on in the Eastbrooke Development. The Board was given a copy of an email response from Mr. Wilden stating Comcast will do everything possible to make the remainder of the work in Ephrata Township as problem free as possible for the residents.

There were no additional public comments to be brought before the Board.

A motion was made by Tony Haws to close the Public Comment Period. The motion was seconded by Ty Zerbe and carried unanimously.

**Police Department – Monthly Report.**

Lieutenant Shumaker provided the Supervisors with a summary of the calls for service within Ephrata Township for the month of November totaling 342 incidents. There were 9 arrests and 21 traffic citations. The monthly report was provided to the Township and will be kept on file in the office.

In addition, a report of accidents at the Diversion Diamond was provided. The diversion diamond has lessened the number of accidents in that area of the Township.

**Manager Steve Sawyer**

- **Resolution – Vacating Carpenter Road.** The Board of Supervisors were provided with a Resolution authorizing and approving an agreement and the form thereof among Warwick Township, Ephrata Township, Clay Township, Kevin Weaver and Charlene Weaver, Emory H. Martin and Eva Jane Martin, and Paul E. Zimmerman and Brenda J. Zimmerman with respect to the vacation and abandonment of Carpenter Road which Agreement sets forth appropriate and necessary covenants and agreements of said parties; specifying the matters required by the Intergovernmental Cooperation Law; authorizing and directing execution, attestation and delivery of said agreement on behalf of this Township and authorizing and directing other necessary and proper action. Manager Sawyer stated that all parties are in agreeance to the proposed vacation of Carpenter Road and recommended approval.

A motion was made by Ty Zerbe approving the Resolution authorizing and approving an agreement and the form with respect to the vacation and abandonment of Carpenter Road as presented and recommended by staff. The motion was seconded by Tony Haws and carried unanimously.

- **Tommy's Car Wash – DEP Planning Module Exemption.** Manager Sawyer notified the Board of Supervisors that Tommy's Car Wash is requesting the Township approve a DEP Planning Module Exemption for their project. Manager Sawyer recommended approval of the DEP Planning Module Exemption as presented.

A motion was made by Tony Haws to approve the execution of the DEP Planning Module Exemption as presented. The motion was seconded by Ty Zerbe and carried unanimously.

- **Sycamore Acres Park – Tree Trimming Proposal.** Estimates were received to trim and clean up around 43 white pines and spruce trees at the Sycamore acres Park. The trees were planted by the developer as a requirement of the subdivision plan approved by the Township in 1993. The trees are overgrown making it difficult to mow and maintain the area around them. The trees were required as a buffer between the residential properties and the township park. It was discussed that the trees behind two single family homes are really not needed for a buffer. After discussion, staff was directed to send letters to the two owners of the single-family homes to get their input before any decisions are made. Ty Zerbe also suggested that the Board members go out to look at the trees before a decision is made.

A motion was made by Ty Zerbe to table a decision regarding the Sycamore Acres Park trees. The motion was seconded by Tony Haws and carried unanimously.

- **2022 Employee Wage Increases.** Manager Sawyer provided the Board of Supervisors with 2022 Employee Wage Increase recommendations which consists of a 4% pay increase for all Township Employees and an adjustment for one of the Maintenance Department Employees, the Administrative Assistant, the seasonal mowers and the emergency snow plow drivers. The proposed wage increases fall within the approved 2022 approved budget.

A motion was made by Ty Zerbe to approve the 2022 Employee Wage Increases as presented. The motion was seconded by Tony Haws and carried unanimously.

**Engineer Jim Caldwell** reported that there are several plans in the review process and construction observation phase:

- Autumn Hills - Park Project
- Tommy's Car Wash - Land Development Plan
- Ephrata Mennonite School – Site Work

**APPROVAL OF BILLS**

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

**CORRESPONDENCE**

Tony Haws stated that he did not have any information to report that was not already discussed.

Manager Sawyer stated that he and the Road Superintendent, Randy Groome conducted interviews last week for the upcoming vacancy in the Maintenance Department. Manager Sawyer recommended the Board interview the three (3) top candidates. Manager Sawyer stated that a special meeting would need to be advertised to conduct the interviews.

A motion was made by Tony Haws to advertise a special meeting for Tuesday, January 4, 2021 at 7:30am. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Tony Haws to adjourn the meeting at 9:00 A.M. The motion was seconded by Ty Zerbe and carried unanimously.

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Clark R. Stauffer

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Anthony K. Haws

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J. Tyler Zerbe