

EPHRATA TOWNSHIP SUPERVISORS' MEETING

February 6, 2018

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

Present were Supervisors: Clark Stauffer
Tony Haws
Ty Zerbe
Manager: Steve Sawyer
Admin Asst: Jennifer Carvell
Police: Matthew Randolph
Engineer: Jim Caldwell
Solicitor: Tony Schimaneck

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 Tony Haws and carried unanimously.

APPROVAL OF MINUTES

A motion was made by Ty Zerbe to dispense with the reading of the January 16, 2018 Supervisors' Minutes and to approve them as written. The motion was seconded by Tony Haws and carried unanimously.

SCHMIDT – KURTZ – REVISED FINAL PLAN

Tom Matteson of Diehm & Sons presented the revised final plan for Schmidt – Kurtz. A review letter from Rettew Associates dated January 4, 2018 and plan review comments from Lancaster County Planning Commission were submitted to the Board of Supervisors for their review. The main purpose of the revised plan is to transfer the land where an existing driveway is located from the Kurtz tract to the Schmidt tract. Mr. Matteson also reviewed the waivers that were requested with the plan.

A motion was made by Ty Zerbe to approve the Waiver Request for Section 402.A.1 – Plan Scale based upon the justification and alternative provided. The motion was seconded by Tony Haws and carried unanimously.

A motion was made by Tony Haws to approve the Waiver Request for Section 402.C.3 – Existing features within 200' of the subject tract based upon the justification provided. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to deny the Waiver Request for Sections 602.A.7, 603.B.3 and 603.C.1 – Reconstruction of Existing Streets including Curb and Sidewalks but to allow

the applicant to defer the reconstruction of Mohler Church Road and Ridge Avenue and the installation of curbing and sidewalks until such time as the Township, at its sole discretion, determines that the improvements are necessary in the area.

A motion was made by Tony Haws to approve the Revised Final Plan subject to Rettew Associates letter dated January 4, 2018. The motion was seconded by Ty Zerbe and carried unanimously.

SCOTT COVER – ORGANIC POULTRY PARTNERS – REQUEST FOR LETTER OF SUPPORT

There was no one in attendance to represent Organic Poultry Partners.

STORM WATER MANAGEMENT ORDINANCE AMENDMENT

Manager Sawyer advised the Board of Supervisors that the Storm Water Management Ordinance Amendment was advertised and could be approved by the Supervisors. Manager Sawyer stated that the purpose of the Amendment is to clarify and enhance the regulations prohibiting illicit discharge and to define major and minor land disturbances within the Agricultural Zoning District. The amendment would allow certain agricultural projects to be processed as minor storm water plans instead of major storm water plans. Manager Sawyer recommended approval to the Board of Supervisors.

Clark Stauffer asked if anyone in the public had any comments on the proposed ordinance amendment. There were no public comments on the proposed ordinance.

A motion was made by Ty Zerbe to approve the Storm Water Management Ordinance Amendment as prepared and advertised. The motion was seconded by Tony Haws and carried unanimously.

STAFF REPORTS

Police Report – Sergeant Randolph

- **Reports.** Sergeant Randolph provided the Supervisors with a summary of the calls for service within Ephrata Township for the month of January. The monthly report will be provided to the Township and will be kept on file in the office.

Manager Steve Sawyer

- **Lakeside Villas – Time Extension to Act on the Preliminary Plan.** A letter from RGS on behalf of Lakeside Villas dated January 22, 2018 granting a 29-day time extension to act on the Subdivision Plan was presented to the Board of Supervisors.

A motion was made by Tony Haws to accept the 29-day time extension granted by Lakeside Villas. The expiration date to act on the Subdivision Plan is March 27, 2018. The motion was seconded by Ty Zerbe and carried unanimously.

- **Stauffer Diesel – Request for Financial Security Release.** A letter dated January 25, 2018 from Stauffer Diesel requesting a financial security release was presented to the Board of Supervisors. Manager Sawyer explained that the

Township currently has a 2005 Letter of Credit in the amount of \$15,102.00 and also a cash escrow account for improvements required for a 2014 revised plan that was submitted. Manager Sawyer recommended denying their request until such time as Rettew Associates inspects the property to verify what work still needs to be completed per the plans.

A motion was made by Ty Zerbe to deny the request for a Financial Security Release until such time as the Township Engineering firm completes an inspection of the property. The motion was seconded by Tony Haws and carried unanimously.

- **Autumn Hills – Request for Financial Security Release.** A letter dated February 1, 2018 from Rettew Associates recommending a reduction in the financial security for Phase 3 of the Autumn Hills development was presented to the Board of Supervisors.

A motion was made by Tony Haws to approve the financial Security Release in the amount of \$775,637.09 leaving a new outstanding balance of \$733,875.59. The motion was seconded by Ty Zerbe and carried unanimously.

- **Emergency Management Coordinator.** Manager Sawyer provided the Board of Supervisors with an email from Paul Miley, newly appointed Emergency Manager Coordinator confirming registration for two (2) mandatory training sessions that he has attended. There was no cost for the training sessions but Manager Sawyer requested that the Board consider paying Mr. Miley for the hours spent completing the mandatory training. Manager Sawyer recommended that the Board of Supervisors consider paying Mr. Miley \$15.00 per hour to complete the mandatory training.

A motion was made by Ty Zerbe to approve an hourly rate of \$15.00 an hour for mandatory training required for the newly appointed Ephrata Township Emergency Management Coordinator. The motion was seconded by Tony Haws and carried unanimously.

- **Community Park – Dog Waste Issues.** At a prior meeting, Randy Groome informed the Board of a concern about an increasing amount of dog waste throughout the park. He stated that there are bags throughout the park for dog cleanup but some people are not cleaning up after their dogs. Manager Sawyer was directed to place this issue on the next agenda so that the Board can request that the Ephrata Review and/or Lancaster Newspaper report on this issue. The park rules currently require that dogs must be leashed and that the owner is responsible to pick and dispose of dog. The problem was not a major concern over the summer months but has become worse over the winter months.

Engineer Jim Caldwell reported that there are **no new** plans in the review process.

Rettew continues to work on the Township's MS4 Program. Jim Caldwell recommended that the Township consider submitting an application for a DCNR grant to assist with funding the Autumn Hill trail project and pollution reduction plan project. Jim Caldwell

showed a sketch plan of a proposed floodplain improvements, stream bank stabilization, stream enhancements and the proposed extension of the Warwick to Ephrata rail trail. Jim Caldwell requested authorization to move forward with setting up a meeting with the DCNR Regional Advisor to discuss the project. If DCNR feels the project would be competitive for a grant, Mr. Caldwell requested approval for Rettew Associates to submit a grant application to DCNR for the project. The cost for preparing and submitting the grant would not exceed \$5,100.00.

A motion was made by Ty Zerbe to approve Rettew Associates setting up a meeting with DCNR to discuss the project and if the DCNR Regional Advisor believes the project would be competitive to move forward with the grant application for a cost not to exceed \$5,100.00. The motion was seconded by Tony Haws and carried unanimously.

Solicitor Tony Schimaneck

- **Evangel Assembly of God.** Morgan Hallgren Crosswell and Kane are preparing the necessary legal agreements for the Final Plan.

Road Superintendent – Randy Groome

- **Will Zimmerman Seasonal Worker.** Will Zimmerman recently informed the Township that he will not be returning to college and is interested in a full-time position. Randy Groome provided a list of projects scheduled for 2018. Randy stated that based on the projects planned for 2018, he believes a fifth full-time maintenance employee is warranted. Randy requested that the Board consider hiring Will Zimmerman as a full-time employee.

Attorney Shimaneck advised the Board that they should go into executive session to discuss personnel matters.

EXECUTIVE SESSION

The Board went into executive session to discuss a personnel matter.

The Board reconvened the meeting at 8:50 P.M.

Chairman Stauffer stated that no decision is required regarding staffing. The Board will not increase the staffing level over the approved 2018 budget.

APPROVAL OF BILLS

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

CORRESPONDENCE

Tony Haws reported that there was no additional correspondence to report at this time.

February 6, 2018 Supervisors' Meeting minutes continued

A motion was made by Ty Zerbe to adjourn the meeting at 9:05 p.m. The motion was seconded by Tony Haws and carried unanimously.

Clark R. Stauffer

Anthony K. Haws

J. Tyler Zerbe