

EPHRATA TOWNSHIP SUPERVISORS' MEETING

January 16, 2018

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
Anthony Haws
Ty Zerbe
Manager: Steve Sawyer
Admin Asst: Jennifer Carvell
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

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 Tony Haws to dispense with the reading of the January 2, 2018 Supervisors' Minutes and to approve them as written. The motion was seconded by Ty Zerbe and carried unanimously.

STATE REPRESENTATIVE DAVE ZIMMERMAN – CITATION FOR JOHN WEBER

Representative David Zimmerman presented John Weber with a citation from the Pennsylvania House of Representatives. John Weber recently retired as Ephrata Township Supervisor after 30 years of service. John was active in Ephrata Township on the Zoning Hearing Board and Planning Commission totaling over 50 years. Representative Zimmerman stated that there has been a lot of growth and changes in the township during that time. The citation is given to citizens who are dedicated and bring pride to themselves, their communities and the Commonwealth. Mr. Zimmerman stated that John Weber was well deserved of this honor and stated that he was a role model worthy of emulation.

EVANGEL ASSEMBLY OF GOD CHURCH – FINAL LAND DEVELOPMENT PLAN

Rob Gabriel was present to present the plan on behalf of Evangel Assembly of God Church. Manager Sawyer submitted to the Board of Supervisors Rettew Associate's letter dated November 17, 2016. Ephrata Township Planning Commission and Lancaster County Planning Commission reviewed the plan and their recommendations were

provided to the Board of Supervisors. Rob Gabriel explained that the church is proposing to build a 44,068 square foot Church building with seating capacity of 575 and 230 parking spaces on the site. The total lot is 24.5 acres and is zoned Agriculture. 5.70 acres will continue to be farmed. Rob stated that the issues have been resolved with PennDOT and the Highway Occupancy Permit has been approved.

A motion was made by Ty Zerbe to approve the Evangel Assembly of God Church Final Land Development Plan conditional upon Rettew Associate's letter dated November 17, 2016. The motion was seconded by Tony Haws and carried unanimously.

STAFF REPORTS

Manager Steve Sawyer

- **Creek Corner – Time Extension to Act on the Preliminary Plan.** Manager Sawyer notified the Board of Supervisors that Ephrata Township received a letter from James Henke on behalf of Creek Corner Heights, LLC dated January 8, 2018 granting an extension of time of 90 days for the Township to act on the Preliminary Plan. The new deadline for the Township to act on the plan would be May 18, 2018.

A motion was made by Tony Haws to accept the ninety (90) day time extension granted by Creek Corner Heights for the Township to act on the preliminary plan. The new deadline for the Township to act on the plan will be May 18, 2018. The motion was seconded by Ty Zerbe and carried unanimously.

- **Ephrata Public Library – Request for Quarterly Payments.** Penny Talbert, Executive Director of the Ephrata Public Library, sent a letter to the Township requesting release of the budgeted contribution to the Library in one lump sum at the beginning of 2018. Manager Sawyer was directed by the Board of Supervisors to contact Penny to discuss one lump sum payment in March or installments beginning in January of 2018. Manager Sawyer provided an email from Ms. Talbert requesting quarterly payments for 2018.

A motion was made by Ty Zerbe authorizing the 2018 budgeted contribution to the Ephrata Public Library be made in quarterly payments. The motion was seconded by Tony Haws and carried unanimously.

- **Emergency Management Coordinator – Paul Miley.** Manager Sawyer met with Chief Harvey and Paul Miley January 3, 2018 regarding the Emergency Management Coordinator position available in Ephrata Township. After discussing the responsibilities involved as the Emergency Management Coordinator Paul Miley agreed to accept the position. Manager Sawyer recommended appointing Paul Miley to the position. Manager Sawyer also recommended that the Board consider compensation for mandatory training sessions required for a newly appointed Emergency Management Coordinator.

A motion was made by Tony Haws to appoint Paul Miley as the Township's Emergency Management Coordinator upon completion of the required background check and directed Manager Sawyer to research the cost for all

mandatory training required for new Emergency Management Coordinators. The motion was seconded by Ty Zerbe and carried unanimously.

- **Road Superintendent Randy Groome – Cell Phone.** The Township's past practice has been to provide the Road Superintendent a cell phone. Randy Groome has decided that he would prefer to keep his own phone and not be on the Township's Verizon plan. Manager Sawyer stated that the cost to add Randy to the Township's Verizon plan would be \$55.00 a month. Manager Sawyer recommended paying Randy Groome \$55 per month to be used to offset the cost of his personnel cell phone plan.

A motion was made by Ty Zerbe authorizing compensation in the amount of \$660.00 for the year for Randy Groome for the use of his personal cell phone. The motion was seconded by Tony Haws and carried unanimously.

- **PennDot Meeting – New 222/322 Interchange – Horse and Buggy Traffic.** Manager Sawyer provided the Board of Supervisors with minutes from a meeting that took place on January 11, 2018 to discuss horse and buggy traffic concerning the proposed 322/222 divergent diamond interchange. John Sensenig and Marvin Sensenig met with Rob Wills from Whitman, Requardt & Associates, the engineer hired by PennDOT to design the new interchange. John and Marvin Sensenig felt that the eight-foot shoulders were appropriate and agreed with the design teams' thoughts on the best way for horse and buggy traffic to travel through the interchange. There was also discussion regarding the need for improvements from the western project limits (Wal-Mart traffic signal) to the Pleasant Valley Road intersection. There are insufficient shoulders in this area and there are several obstructions that impede horse and buggy traffic.
- **Denver Wholesale Foods – Time Extension to Act on Final Plan.** Manager Sawyer notified the Board of Supervisors that Ephrata Township received a letter from Kevin Varner on behalf of Denver Wholesale Foods dated January 11, 2018 requesting that the Township approve a (90) day time extension to record the Final Plan.

A motion was made by Tony Haws to approve a (90) day time extension to record the final plan for Denver Wholesale Foods. The motion was seconded by Ty Zerbe and carried unanimously.

- **Edwin Horning – Financial Reduction No.1.** A financial reduction request from Edwin Horning was received and Rettew Associates response and recommendation were provided by letter dated January 9, 2018. Rettew Associates recommended that the Township reduce the financial security by \$51,853.70 leaving a remaining balance of \$6,185.37 until such time the outstanding issues identified in Rettew's letter are addressed.

A motion was made by Ty Zerbe to approve the reduction of Edwin Horning's Financial Security from \$61,853.70 to \$6,185.37 conditional upon Rettew Associates letter dated January 9, 2018. The motion was seconded by Tony Haws and carried unanimously.

- **Crash Data Rothsville Road.** John Schick of Rettew Associates and the Ephrata Police Department provided the Township with vehicle accident data for Rothsville Road. The Board requested that staff research the vehicle accident data as a result of PennDOT not approving Ephrata Township and Warwick Township's request for reducing the speed limit. Township Traffic Engineer, John Schick informed the Township that the vehicle accident data would not meet PennDOT criteria for a reduced speed limit.

Engineer Jim Caldwell

Jim Caldwell reported that there are **three (3) plans** currently in the review process:

- Pollution Control Plan – Autumn Hills
- Lakeside Villa – Preliminary Plan
- Ephrata Crossings – 3 Lot Subdivision Plan

In addition, Rettew Associates is currently working on the MS4 BMP Inspection Program for the Township.

Road Superintendent – Randy Groome

- **Seasonal Employee – William Zimmerman.** William Zimmerman was hired by Ephrata Township as a seasonal employee the past two summers. Will notified the Township in December that he was not going back to college for the 2018 spring semester and indicated that he would like to work for the Township full-time or at least part-time until seasonal employment would start in May. Randy Groome stated that Will is a hardworking employee and will be a great replacement for Tom Huber when he retires. He asked if the Supervisors would consider allowing Will to work full-time or part-time until his seasonal employment would begin. Manager Sawyer stated that the 2018 budget included five months of seasonal employment for Will. In addition, Manager Sawyer stated that the length of seasonal and part-time employment is limited before an employee would be eligible for benefits. If the Board decides to provide more hours to Will, the Township labor attorney should be contacted to make sure that the Township is complying with labor laws. Clark Stauffer suggested that Randy meet with William Zimmerman and Tom Huber to find out their future plans before making any decisions concerning this matter.
- **Basket Attachment for Loader.** Randy Groome provided the Board of Supervisors with a design and estimate for a basket attachment for the loader. It was discussed that the Township has borrowed Warwick Township's and it was a safer method when completing work such as trimming trees throughout the Township. The estimate he received was from Marlin Musser in the amount of \$2,200.00. Manager Sawyer stated that additional research should be done to make sure the attachment is approved for use on the loader. The Board directed staff to research OSHA regulations and to contact Caterpillar for information. If the attachment is approved for use on the loader, additional quotes should be obtained.
- **Work Completed 1/2/18 – 1/12/18.** Randy Groome prepared a list of work the road crew completed from January 2nd through January 12th.

- **Ephrata Township Community Park.** Randy Groome stated that there has been an increasing amount of dog waste throughout the park. He stated that there are bags throughout the park for dog cleanup but they are not being used. Displaying signage throughout the park was suggested and also 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.

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

A motion was made by Tony Haws to adjourn the meeting at 9:17 a.m. The motion was seconded by Ty Zerbe and carried unanimously.

Clark R. Stauffer

Anthony K. Haws

J. Tyler Zerbe