

EPHRATA TOWNSHIP SUPERVISORS' MEETING

January 17, 2017

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: Melissa Kelly

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 January 3, 2017 Supervisors' Minutes and to approve them as written. The motion was seconded by Ty Zerbe and carried unanimously.

AUTUMN HILLS PHASE 3 REVISION – ROB GABRIEL

Rob Gabriel and Gerry Horst presented a revision to the Final Subdivision Plan for Phase 3 of the Autumn Hills Development. The Board approved the Autumn Hill Phase 3 plan in December. The revision was needed because it was discovered that there is a section of the former railroad that is still owned by Ephrata Borough. The Borough is in favor of conveying the land to Mr. Horst and the adjoining property owner, Harlan Martin, but Borough Council has not taken formal action on the matter. The plan presented to the Board of Supervisors does not include the land currently owned by the Borough but it does change the number of lots, storm water design and does not create any other design issues. Gerry Horst explained that he was ready to begin site work on Phase 3 and did not want to wait for Borough Council to take formal action. The new plan date is January 12, 2017. Melissa Kelly stated that Rettew Associates has reviewed the proposed changes and is recommending that the Township approve the final plan for Autumn Hills Phase 3.

A motion was made by Ty Zerbe to approve the Autumn Hills Phase 3 Final Subdivision Plan dated January 12, 2017 as presented. The motion was seconded by John Weber and carried unanimously.

STAFF REPORTS

Manager Steve Sawyer

- **Hahnstown Road Properties – Possible Sewer Service for 4 Properties.** At the December 20, 2016 meeting the Board of Supervisors directed 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 Evangel Assembly of God Church but that they will be required to connect in the future if their existing on-lot sewer system malfunctions. In addition, the Board of Supervisors directed 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. The property owners were asked to provide their decision in writing to the Township. Manager Sawyer notified the Board of Supervisors that letters were sent out to each property own and two (2) of the four (4) property owners are interested in connecting to sewer as part of the church project. This information was forwarded to the Church's engineer so that the laterals for these two properties can be included in the Church's sewer design and PennDot HOP permit.
- **Time Extension to Act on Plan – Evangel Assembly of God Church.** Manager Sawyer notified the Board of Supervisors that Ephrata Township received a letter from Robert Gabriel & Associates on behalf of the Evangel Assembly of God Church dated January 9, 2017 granting an extension of time of 91 days for the plan review period. The new deadline would be April 18, 2017. The additional time is needed to satisfactorily address the PennDot reviews.

A motion was made by John Weber to accept the 91 day time extension granted by Evangel Assembly of God for 91 days for the plan review period. The new deadline for the Township to act on the plan will be April 18, 2017. The motion was seconded by Ty Zerbe and carried unanimously.

- **Sketch Plan – Rail Trail Parking Lot at Millway Road.** Manager Sawyer presented a sketch plan to the Board of a 10 space rail trail parking lot off Millway Road. The original parking lot plan was altered to increase the parking from 6 spaces to 10 spaces and also shifts the trail to the southern side of the parking lot for better alignment. The adjoining property owner Nathan Reiff is willing to convey a portion of his land or grant an easement to the Township if additional land is needed to complete the project. Manager Sawyer requested that the Board approve surveying work in this area to identify exactly how much land is needed from Nathan Reiff. Manager Sawyer is requesting the Board approve surveying an area 300 feet east and 100 feet west of Millway Road.

A motion was made by Ty Zerbe to approve surveying work to be performed at the rail trail near Millway Road needed for the completion of the parking lot project. The motion was seconded by John Weber and carried unanimously.

- **Bid Advertisement – Purchase of Used Paver.** Manager Sawyer notified the Board of Supervisors that the Township has advertised bids for the purchase of a used paver. The paver purchase was included in the 2017 budget. Ephrata

Township and Warwick Township have co-owned a paver since 2001. This unit is in need of major repairs and Warwick Township and Ephrata Township are interested in purchasing a newer and larger paver. Bids will be opened on February 2nd and results will be presented to the Board at the next meeting.

- **EBA Request for Advertising Banners.** Manager Sawyer notified the Board of Supervisors that an email was received from Paul Gockley, President of the Ephrata Baseball Association, requesting approval to place a few sponsor banners on the batting cage installed by EBA at the Township Park. The proposed banners will be vinyl 4' x 6' or 2' x 4' in size. EBA would be responsible for hanging and the removal of the banners. The Board tabled their decision until the next meeting.
- **Burning Ordinance – Revised Draft.** At a prior meeting, Manager Sawyer recommended that the Board of Supervisors consider amending the current Burning Ordinance #115 which was originally adopted in 1992 and amended by Ordinance #129. The purpose of updating the ordinance would be to make it easier to comprehend and enforce. The revised version was discussed and minor changes were requested. Manager Sawyer will prepare an updated version for review and comment at the next Supervisors' Meeting.
- **Personnel Pay Increase Recommendation.** The Board of Supervisors approved a 2% pay increase for the 7 permanent employees for 2017. At that time, Manager Sawyer also recommended additional pay increases for Randy Groome, Jennifer Carvell and Linda Boyer. The decision for the additional pay increases were tabled at that time. Manager Sawyer submitted to the Board of Supervisors a memo prior to the meeting for their review.

A motion was made by John Weber to approve Manager Sawyer's recommendations for the additional pay increases for 2017 for Randy Groome, Jennifer Carvell, and Linda Boyer as presented. The motion was seconded by Ty Zerbe and carried unanimously.

- **Zoning Hearing Board Meeting.** Manager Sawyer notified the Board of Supervisors that a decision will be rendered by the Zoning Hearing Board at tonight's meeting for the special exception and variance requested by Creek Corner Heights for a proposed 120 unit apartment complex on the southwest corner of South Reading Road and Meadow Valley Road.

Engineer Melissa Kelly

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

- Aldi – Final Land Development Plan
- Signature Custom Cabinetry - Pre-application meeting with staff.
- New Life Fellowship Church – As Built Plan

In addition, Rettew Associates continues to work on the MS4 Plan for the Township.

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 there was no additional correspondence to report at this time.

A motion was made by John Weber to adjourn the meeting at 7:58 a.m. The motion was seconded by Clark Stauffer and carried unanimously.

Clark R. Stauffer

John L. Weber

J. Tyler Zerbe