

## EPHRATA TOWNSHIP SUPERVISORS' MEETING

January 19, 2021

The Ephrata Township Supervisors met this date at 7:00 a.m. at the Ephrata Township Office Building, 265 Akron Road, Ephrata, Pennsylvania. The meeting was conducted virtually utilizing Microsoft Teams which is a telecommunications application that provides video chat and voice calls between computers, tablets and telephones.

A notice was posted on the Township Building and also on the Township website notifying the general public that they can join the meeting by calling the number and entering the meeting ID. We also notified the public that the Township will accept public comment by e-mail or by written comments that can be dropped in the mail slot of the Township building.

Present were Supervisors: Clark Stauffer  
Tony Haws  
Ty Zerbe  
Manager: Steve Sawyer  
Admin Assist: Jennifer Carvell  
Police: Chief John Petrick  
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 was made by Ty Zerbe to close the Public Comment Period. 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 4, 2021 Supervisors' minutes and to approve them as presented. The motion was seconded by Ty Zerbe and carried unanimously.

### STAFF REPORTS

#### **Police Department – Monthly Report.**

Police Chief John Petrick was in attendance. The monthly report for the month of December was previously submitted to the Board of Supervisors. Chief Petrick gave a brief summary of the report and answered any questions from the Board of Supervisors. The December monthly report will be kept on file at the Township Office.

**Manager Steve Sawyer**

- **Letter / Accident History – Hahnstown Road and Glenwood Drive.** Manager Sawyer provided the Board of Supervisors with a letter from Gerald Zimmerman of Zimmerman Excavating located at 790 Glenwood Drive, Ephrata dated January 8, 2021 along with signatures from neighboring residents concerning the intersection of Hahnstown Road and Glenwood Drive. Due to the high number of traffic accidents at the intersection, the residents are requesting that the Township contact PennDOT to request a four way stop sign or other safety improvements at the intersection. Manager Sawyer also provided the Board of Supervisors with an accident history report from the Ephrata Police Department for the period of 1/1/2015 through 12/31/2020. On December 15, 2020 was the most recent accident that resulted in a fatality. Manager Sawyer stated that there were 27 accidents from 1/1/2015 to 12/31/20. Manager Sawyer recommended sending a letter to PennDOT requesting a safety study of the intersection. Since Hahnstown Road and southbound approach of Glenwood Drive are PennDOT roads, any improvements would need PennDOT approval.

A motion was made by Ty Zerbe directing staff to send a letter to PennDOT requesting that a safety study be completed to determine if a four-way stop sign would be warranted or other safety improvements could be made to the intersection of Hahnstown Road and Glenwood Drive. The motion was seconded by Tony Haws and carried unanimously.

**SPRINGVILLE MENNONITE SCHOOL – WAIVER OF LAND DEVELOPMENT**

Darrell Brubaker participated virtually on behalf of Springville Mennonite School to answer any questions that the Board of Supervisors may have. Manager Sawyer gave a brief summary of the proposed project. A Waiver of Land Development has been submitted for consideration. Springville Mennonite School is proposing to construct a second floor onto the existing school building. A Land Development Plan was approved in 1991 which included a storm water detention basin and a waiver of land development plan process for a small addition that was improved in 2013. The school has existing parking areas to comply with the ETZO requirements. Mr. Brubaker stated that the reason for the addition is to be able to spread out the students/classes by adding two (2) more classrooms. A PennDOT HOP is currently in place for the School access onto Springville Road. Jim Caldwell stated that the Township deferred roadway and sidewalk improvements at the time of approval of the waiver of land development plan processing in 2013 and recommended approving the land development plan processing waiver based on the justification provided and the condition that road improvements including curbing and sidewalk will be deferred until such time that the Township, at its sole discretions, determines that the improvements are necessary.

A motion was made by Tony Haws to grant a Waiver of Land Development Plan Processing for the Springville Mennonite School based on the condition that road improvements, curbing and sidewalks be deferred until such time the Township at its sole discretion, deems the improvements are necessary. The motion was seconded by Ty Zerbe and carried unanimously.

**Manager Steve Sawyer**

- **Comcast – Final Utility Plan – Area E.** Manager Sawyer recommended that the Board of Supervisors table action on the Comcast Final Utility Plan for Area E at the last Supervisors Meeting because there were several items that needed to be addressed prior to approval of the Final Utility Plan. Jim Caldwell provided a Review Letter dated January 18, 2021 and stated that the items have been addressed and the plans were ready for action by the Board of Supervisors. Manager Sawyer recommended that if the Board of Supervisors chose to approve the plans that a condition should be included to require additional notice to the residents including the projected dates and scope of work due to the impacts to parking and driveways. Since most of the dwellings in Area E are duplexes, townhomes and apartments, there will be greater impacts to driveways and off-street parking.

A motion was made by Ty Zerbe to approve the Comcast Final Utility Plan Area E with the condition that all residents be notified of the dates and impacts to driveways and off-street parking prior to any work performed by Comcast. The motion was seconded by Tony Haws and carried unanimously.

- **NLR Property LP – Revised Final Plan.** Tom from Diehm & Sons contacted the Township to let them know that he was unable to attend due to an illness. Manager Sawyer stated to the Board of Supervisors that the Lot Add-On being proposed has been reviewed by Rettew Associates and was ready for action by the Board. Manager Sawyer presented a summary of the proposed plan. Review Letter dated December 17, 2020 was also submitted to the Board of Supervisors for their review prior to the meeting. There are no improvements proposed as a part of this plan. A proposed Land Development Plan will be submitted in the future to include any proposed infrastructure, improvements, etc. Manager Sawyer recommended approving the NLR Properties Revised Final Plan subject to the conditions identified in the Rettew Associates letter dated December 17, 2020.

A motion was made by Ty Zerbe to approve the NLR Property LP Revised Final Plan subject to the conditions contained in the Rettew Associates Review Letter dated December 17, 2020. The motion was seconded by Tony Haws and carried unanimously.

- **Keli Young – Sketch Plan.** The Board of Supervisors were provided with a copy of a letter from Diehm & Sons on behalf of Keli Young concerning a possible subdivision of her property located at 129 Valley View Drive. Diehm and Sons has prepared a Sketch Plan proposing to subdivide the existing flag lot into two flag lots that will share the use of the existing driveway. There is one other property owned by Josh Fravel that also uses the existing driveway to access a single-family dwelling. An Owner and Maintenance Agreement for the shared driveway will be submitted as part of the Subdivision Plan. Manager Sawyer stated that the Subdivision and Land Development Ordinance permits flag lots at the discretion of the Board of Supervisors. Diehm and Sons is looking for direction on whether the Board will consider the creating of an additional flag lot

before they prepare and submit a subdivision plan. The Board of Supervisors directed staff to notify Diehm and Sons that they will consider a proposed subdivision creating an additional flag lot on the Young property subject to the plan meeting the Township's subdivision requirements and Township approval of a new Access Easement Agreement for the use and maintenance of the driveway.

- **Dump Truck purchase-F550.** The approved 2021 Highway Budget includes the purchase of a 19,000 GVW dump truck to replace the Township's 2000 F-550. The Township received Co-Star contract proposals from multiple Ford dealers in the area. Manager Sawyer is recommending approving the Co-Stars contract proposal from Tom Masano Ford for the cab and chassis for \$38,775 and EM Kutz, Inc. for the dump body, hydraulics, plow and spreader for \$40,819. The total price of the dump truck is \$79,594.00 and was the lowest quote received by the Township.

A motion was made by Tony Haws to approve the purchase of a Ford F-550 dump truck in the amount of \$79,594.00 from Tom Masano Ford and EM Kutz, Inc. under Co-Stars contract #25-148 and #25-053 with a delivery date on or before September 30, 2021. The motion was seconded by Ty Zerbe and carried unanimously.

- **Co-Operative Bidding Resolution – Seal Coating and Line Painting.** Manager Sawyer requested the Board of Supervisors approve a Resolution to participate in a Co-Operative Bidding and Purchasing Agreement for the Procurement of road work identified as chip seal coating and line painting with multiple municipalities. The Township would participate in the bidding for Chip Seal Coating of 55,982 square yards of #8 stone single application seal coating, 48,681 square yards of ¼" stone single application seal coating and Line Painting for 164,947 feet of double yellow line and 180,508 feet of single white line.

A motion was made by Ty Zerbe to approve the Resolution to participate in a Co-Operative Bidding and Purchasing Agreement for the Procurement of roadwork identified as chip seal coating and line painting with multiple municipalities as presented. The motion was seconded by Tony Haws and carried unanimously.

- **Glenwood Foods – Revised Final Plan Time Extension.** Manager Sawyer notified the Board of Supervisors that Ephrata Township received a letter from Diem & Sons on behalf of Glenwood Foods dated January 15, 2021 granting an extension of time until April 21, 2021 for the Township to act on the plan. The additional time is needed for Glenwood Foods to obtain approval of a PennDOT Highway Occupancy Permit.

A motion was made by Tony Haws to accept the time extension granted by Glenwood Foods for the plan review period. The new deadline for the Township to act on the plan will be April 21, 2021. The motion was seconded by Ty Zerbe and carried unanimously.

- **Glenwood Foods HOP Approved.** Manager Sawyer notified the Board of Supervisors that PennDOT is requiring a Utility Highway Occupancy Permit as part of the Glenwood Foods project. Storm water piping from the Glenwood Foods site is connected to the existing storm water pipe in Division Highway. PennDOT requires that the municipality be the permittee for all utility HOP's. The Township's standard practice is to require an indemnification agreement between the Township and the developer prior to signing the HOP application. The Board was given a copy of an agreement prepared by the Township Solicitor. Manager Sawyer recommended that the Board approve the agreement with Glenwood Food so that they can proceed with the HOP Permit.

A motion was made by Tony Haws to approve the Indemnification agreement between the Township and Glenwood Foods and to authorize staff to sign the PennDOT HOP Permit application after the Indemnification Agreement is recorded. The motion was seconded by Ty Zerbe and carried unanimously.

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

- NPDES Permit Submittal – Autumn Hills Project
- Ephrata Mennonite School – Final Plan
- Weaverland Mennonite Homes -As-Builts
- Weaver Precast – Construction Observation
- Denver Wholesale Foods – Construction Observation
- Weaver Storm Water Management Plan on Black Diamond Road

#### **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 the next meeting of the fire study committee has been tentatively scheduled for February 25, 2021. There was no additional correspondence to report at this time.

A motion was made by Tony Haws to adjourn the meeting at 8:42 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