

EPHRATA TOWNSHIP SUPERVISORS' MEETING

June 2, 2020

The Ephrata Township Supervisors met this date at 7:00 p.m. at the Ephrata Township Office Building, 265 Akron Road, Ephrata, Pennsylvania. The meeting was conducted virtually utilizing Skype 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: Supervisor Clark Stauffer
 Supervisor Ty Zerbe
 Township Manager Steve Sawyer

Participating Virtually: Supervisor Tony Haws
 Administrative Asst. Jennifer Carvell
 Township Engineer Jim Caldwell
 Township Solicitor Tony Schimaneck
 Lieutenant Chris McKim, EPD
 Krista Showers Trout, CPA
 Megan Senkowski Trout, CPA
 Gary Felpel Ephrata Township Resident

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

PUBLIC COMMENT PERIOD

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

Clark Stauffer stated that there was a correction needed to the May 5, 2020 minutes on page 6 under Election Day – June 2, 2020. The second sentence should be corrected to read as follows; “The Ephrata Township Office is used as a polling place.”.

A motion was made by Tony Haws to dispense with the reading of the May 5, 2020 Supervisors' Minutes and to approve them as corrected. The motion was seconded by Ty Zerbe and carried unanimously.

STAFF REPORTS

Police Report

- **Reports.** Lt. McKim provided a summary of the calls for service within Ephrata Township for the month of May totaling 351 incidents. There were 9 arrests and 3 traffic citations. The monthly report will be kept on file in the office.

2019 FINANCIAL STATEMENTS – MEGAN SENKOWSKI AND KIRSTA A. SHOWERS, TROUT CPA

Megan Senkowski and Krista Showers, of Trout Ebersole and Groff presented an overview of the highlights of the 2019 Financial Statements. The Financial Statements will be kept on file at the Township Office. Megan stated that the Township had a strong year and that it is recommended that the Township have a general fund balance at the beginning of the year of at least two but preferably three months of budgeted expenditures. Ephrata Township began the 2020 year with a general fund balance of 7.4 months of budgeted expenditures. Due to the anticipated decrease in 2020 revenue due to the corona virus pandemic, this general fund balance is very beneficial to the Township. The Supervisors commended Megan on her presentation and also staff for keeping the Township within budget in 2019. Megan thanked the Township for their business and stated it was a pleasure working with Township staff again this year.

A motion was made by Tony Haws to accept the 2019 Financial Statements as presented by Trout CPA. The motion was seconded by Ty Zerbe and carried unanimously.

GARY FELPEL, 54 HOOVER DRIVE – WAIVER REQUEST – DRIVEWAY WIDTH

Gary Felpel presented his written request for a waiver of the maximum driveway width. Mr. Felpel is requesting to widen his driveway that is currently 20' to 28'. The Township Ordinance Section 602.I.2 - Driveways states that the maximum width for driveways at the roadway is 20'. Part of Charity Gardens is in Ephrata Township but the majority of the development is in Clay Township. Mr. Felpel stated that some residents within Clay Township have widened their driveways to accommodate three vehicles. The development has slant curbs so no road improvements or curbing alterations would be necessary. Mr. Felpel has also proposed putting pavers in the grass strip area and if the Township approves the waiver, he will submit his proposed project to the Charity Gardens Homeowner's Association for their review and approval.

A motion was made by Ty Zerbe to approve the Waiver Request to widen the driveway at 54 Hoover Drive as presented with the condition that Home Owner Association approval is received and the pavers proposed in the grass strip area be approved by Township staff. The motion was seconded by Tony Haws and carried unanimously.

STAFF REPORTS

Manager Steve Sawyer

- **Community Park – Pavilion, Bathroom, Playground, Baseball/Soccer.** Manager Sawyer provided the Board of Supervisors with Park Reopening Guidelines from the Pennsylvania Recreation Park Society. The guidelines state that under the current yellow phase playgrounds, restrooms and facilities for large gatherings are to remain closed. Manager Sawyer recommended keeping the pavilion, playground and bathrooms closed at least until the county is moved to the green phase.

A motion was made by Ty Zerbe to table a reopening date for the pavilion, playground and bathrooms at the community park. The motion was made by Tony Haws and carried unanimously.

- **Ratify Hiring Seasonal Employees – Holden Haws & Max Schrom.** Manager Sawyer stated that the Township has hired two (2) seasonal workers for the summer in accordance with the 2020 budget. Max Schrom has worked for the Township for the last 2 years and Holden Haws is a new college student hire this year. Manager Sawyer stated that each Supervisor was contacted individually and authorized the hiring before they started working.

A motion was made by Tony Haws to ratify the hiring of Holden Haws and Max Schrom as Ephrata Township seasonal workers. The motion was seconded by Ty Zerbe and carried unanimously.

- **Mohler Church Road Bridge – Accidents / TIP.** Manager Sawyer stated that the draft Lancaster County Transportation Improvement Plan (TIP) has the West Trout Run Bridge listed ahead of the Mohler Church Road Bridge for replacement. Over the last six (6) months there has been an increased amount of accidents from tractor trailer trucks that has caused a more urgent need to realign and replace the bridge as soon as possible. Manager Sawyer requested approval to send a letter to the County requesting to move the Mohler Church Road Bridge project ahead of the East Trout Run Road Bridge project on the proposed County TIP.

A motion was made by Tony Haws to authorize staff to send a letter to the County requesting that the Mohler Church Road Bridge Project be moved ahead of the West Trout Run Toad Bridge Project on the Lancaster County TIP. The motion was seconded by Ty Zerbe and carried unanimously.

- **Drug Task Force – 2020 Funding.** Manager Sawyer provided the Board with a copy of the letter from the Task Force received early in 2020 requesting a contribution of \$1 per capita. The Board of Supervisors instructed staff at that time to wait to pay the invoice until after the spring LCATS meeting. The meeting was canceled and there is no rescheduled date. Normally all contributions are paid in the month of June after receiving the majority of the real estate taxes. The Drug Task Force contribution was approved as a part of the 2020 Budget. Clark requested that staff hold off payment until the Township

receives more information from LCATS and the Drug Task Force on future funding.

A motion was made by Ty Zerbe to table the payment of the Drug Task Force Contribution at this time. The motion was seconded by Tony Haws and carried unanimously.

- **Comcast –Lincoln Gardens Update.**

At the last Supervisors meeting, the Board of Supervisors approved a \$100,000.00 bond as financial security to cover all nine proposed Comcast projects in the Township. Todd Eachus is mailing the Bond to the Township. Comcast has informed the Township that each homeowner will be notified by mail before the work begins.

- **PPL Project – New Electric Transmission Line from Reamstown to Ephrata.**

Manager Sawyer provided a letter to the Board of Supervisors dated May 15, 2020 notifying the Township that PPL will soon begin to rebuild a new electrical transmission line located on Township property in the Autumn Hills and Misty Meadows developments.

Engineer Jim Caldwell reported that the following plans are in the review process:

Autumn Hills - MS4 Permit – Small Projects Permit
Ephrata Crossing – Phase 2 Construction
Weaver Precast Land Development and Lot Add-On
Denver Wholesale Foods LD Plan
Glenwood Food – Traffic Impact Study

Solicitor Tony Schimaneck

Tony Schimaneck stated that there was nothing further to discuss with the Board of Supervisors at this time.

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 there was no additional correspondence at this time.

June 2, 2020 Supervisors' Meeting minutes continued

A motion was made by Tony Haws to adjourn the meeting at 8:31 p.m. The motion was seconded by Ty Zerbe and carried unanimously.

Clark R. Stauffer

Anthony K. Haws

J. Tyler Zerbe