

## **EPHRATA TOWNSHIP SUPERVISORS' MEETING**

**June 20, 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  
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 Clark Stauffer and carried unanimously.

### APPROVAL OF MINUTES

A motion was made by Ty Zerbe to dispense with the reading of the June 6, 2017 Supervisors' minutes and to approve them as presented. The motion was seconded by Clark Stauffer and carried unanimously.

### AUTUMN HILLS PHASE 3 – REVISED FINAL SUBDIVISION PLAN

Rob Visniski from Robert Gabriel and Associates was present at the meeting. Mr. Visiniski explained to the Board that Mr. Horst was contacted by the owners of Martin Energy concerning their interest in changing the property line between the two properties. Mr. Visiniski showed the proposed property line changes to the Board of Supervisors. This change would be beneficial to both Martin Energy and Autumn Hills. Martin Energy has also agreed to the placement of the required buffer planting on their property instead of in the rear yards of the lots in Autumn Hills. GRH Development will provide Martin Energy with water and sewer easements as part of the Autumn Hills Phase 3 Plan. Manager Sawyer stated that because this is a revised Plan it was not require to be reviewed by the Planning Commission. The Lancaster County Planning Commission did review the plan and stated that there will need to be a quitclaim deed from the Borough for a small portion of land on the Martin Energy property that will need to be executed prior to recording the revised plan. The Borough owns a small portion of the property that was the former railroad property and is in agreement to conveying the land to Martin Energy in exchange for a trail easement across their property. Staff recommended approving the revised final plan conditional upon execution of the necessary Agreements and Rettew's review letter dated June 13, 2017.

A motion was made by Ty Zerbe approving the revised Final Subdivision Plan for Autumn Hills Phase 3 subject to Rettew Associate's Letter dated June 13, 2017 and the execution of all necessary Agreements between Martin Energy and Ephrata Borough. The motion was seconded by Clark Stauffer and carried unanimously.

**LLOYD & FAYE ZIMMERMAN – STORM WATER MANAGEMENT PLAN**

John Wiest of Harbor Engineering was present to present the Storm Water Management Plan to the Board of Supervisors for Lloyd & Faye Zimmerman of 786 Glenwood Drive. A Rettew Associates review letter dated June 9, 2017 was also submitted to the Board of Supervisors prior to the meeting for their review. The Zimmerman's are proposing to build a residential storage building and will be utilizing an existing detention basin to control the storm water runoff. A Land Development Plan dated 1999 and revised in 2002 was shown to the Board of Supervisors to show what improvements exist on the property. There is currently one deed for 2 tracts of land. The one tract is for the home and the other tract is the trucking business. John Wiest notified the Supervisors that the Zimmerman's are willing to provide an easement around the existing basin and address all the items in Rettew's review letter dated June 9, 2017.

A motion was made by Ty Zerbe to approve the Zimmerman's Storm Water Management Plan subject to the applicant addressing all outstanding items contained in the Rettew Associates' letter dated June 9, 2017. The motion was seconded by Clark Stauffer and carried unanimously.

**STAFF REPORTS**

**Manager Steve Sawyer**

- **ZHB Meeting – June 20, 2017.** Manager Sawyer reviewed with the Board two (2) zoning hearing applications for the June meeting. Richard & Judith Burkholder are seeking approval to utilize the majority of the premises located at 471 North Reading Road for an auto repair facility and Kneadit Massage Bodyworks, LLC is seeking approval to utilize an existing building at 21 Springhouse Road for a wellness spa which will include massage therapy and a personal training studio. After discussion, the Board of Supervisors did not feel that the Township should take a position or present testimony at either hearing.
- **Pawnbroker, Antique, Second Hand & Junk Dealer Ordinance & Hotel Ordinance.** Manager Sawyer provided a revised Pawnbroker Ordinance to the Board of Supervisors. The purpose of this Ordinance is to require businesses to keep accurate records and file reports with the Ephrata Police Department on the items being sold in case they were stolen. The changes previously discussed were made to the ordinance adding the outside vendor network. The Ephrata Police were able to do a trial with the vendor and found it to be very successful. The revised Pawnbroker Ordinance was approved by Borough Council at their last meeting and the Police Department is asking the Township to consider adopting a similar ordinance. In addition, Manager Sawyer provided the Board of Supervisors with an Ordinance requiring owners and/or operators of hotels to maintain a register of information about guests and fixing penalties for the failure to do so. The Police Department has found that hotels primarily operate as cash

businesses with poor guest records that tends to be inviting to a criminal element. The Ordinance provided has been approved by Borough Council and the Police Department is requesting that the Township consider adopting a similar ordinance. Manager Sawyer recommended that the Board consider adopting both Ordinances.

A motion was made by Ty Zerbe authorizing staff to forward the Pawnbroker Ordinance and Hotel Ordinance to the Township's Attorney for his review and to prepare a draft for the Board of Supervisors to consider adopting. The motion was seconded by Clark Stauffer and carried unanimously.

- **Ridge Avenue-Speed Data.** The Board of Supervisors directed staff to request that the Ephrata Police Department set up a speed sentry unit along Ridge Avenue in response to a complaint received by David S. Young of 464 Ridge Avenue. The unit was placed in Mr. Young's front yard for two (2) weeks. One week with the display visible and one week with the display off. The results of the speed study were provided and presented to the Board of Supervisors for their review and direction. Manager Sawyer was directed to send Mr. Young a letter and the results provided by the Ephrata Police Department.
- **Martin's Country Market - 2<sup>nd</sup> Annual Community Yard Sale.** Manager Sawyer notified the Board of Supervisors that he received an e-mail message from Randy Eshleman of Martin's Country Market notifying the Township that they are planning to host their 2<sup>nd</sup> annual community yard sale on Saturday, September 2, 2017 in the parking lot of their property at 1717 West Main Street, Ephrata. The Police Department does not have any concerns or objections to this event.

A motion was made by Ty Zerbe directing staff to notify Randy Eshleman of Martin's Country Market that the Township does not object to the proposed event. The motion was seconded by Clark Stauffer and carried unanimously.

- **Seasonal Employee Payrate.** Manager Sawyer notified the Board of Supervisors that William Zimmerman has returned for his second year of seasonal work while on college break and was not included when pay increases were given at the start of the new year. William originally was hired last year to do the mowing for the Township but is now primarily working with the road crew. In addition, William is scheduled to take his CDL License test later this week. Manager Sawyer recommended a pay increase to the Board of Supervisors.

A motion was made by Ty Zerbe to increase William Zimmerman's hourly wage by \$.50 with an additional \$.50 upon receiving his CDL License. The motion was seconded by Clark Stauffer and carried unanimously.

Manager Sawyer also stated that Lloyd Weaver was rehired to fill in for Tony Haws during his vacation this summer. Manager Sawyer explained that having Lloyd available when needed to complete mowing and park maintenance was an asset to the Township because he did not require any training or instruction because he had filled this position in the past. Manager Sawyer recommended increasing Lloyd Weaver's pay to \$14.00 per hour.

A motion was made by Ty Zerbe to adjust Lloyd Weaver's pay to \$14.00 per hour. The motion was seconded by Clark Stauffer and carried unanimously.

**Engineer Melissa Kelly** reported the following plans are being reviewed:

- Autumn Hills Phase 3 Revised Final Plan
- Leroy Zimmerman - Storm Water Management Plan
- Creek Corner Heights – Land Development Plan
- Signature Cabinetry – Revised Plan

Melissa Kelly also reported that Rettew Associates is still actively working on the Township's MS4 Plan and the Pollution Reduction Plan draft will be presented to the Board of Supervisors in the near future.

**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**

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

Manager Sawyer notified the Board of Supervisors that the next regular Supervisors' Meeting will be on July 4<sup>th</sup> and the office will be closed for the holiday. The meeting will be cancelled unless something urgent comes up. Unless the meeting is rescheduled, the next Supervisors' meeting will be held on Tuesday, July 18<sup>th</sup> at 7:00 a.m.

A motion was made by Ty Zerbe to adjourn the meeting at 8:10 a.m. The motion was seconded by Clark Stauffer and carried unanimously.

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Clark R. Stauffer

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John L. Weber

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J. Tyler Zerbe