

EPHRATA TOWNSHIP SUPERVISORS' MEETING

November 15, 2016

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
Police: Lt. Thomas Shumaker
Solicitor: Charles Sheidy
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 John Weber and carried unanimously.

APPROVAL OF MINUTES

Solicitor Charlie Sheidy recommended a correction to the November 1, 2016 minutes on page 3 under Evangel Assembly of God as follows: "Ephrata Township received a letter dated October 19, 2016 from Robert Gabriel & Associates, Inc., Engineer for Evangel Assembly of God granting the Township a time extension of 84 days to act on the Final Land Development Plan. The new deadline will be January 17, 2017." A motion was made by Ty Zerbe to accept the 84 day time extension granted by Evangel Assembly of God. The motion was seconded by John Weber and carried unanimously."

A motion was made by Ty Zerbe to dispense with the reading of the November 1, 2016 Supervisors' Minutes and to approve them as corrected. The motion was seconded by John Weber and carried unanimously.

STAFF REPORTS

Police - Lt. Thomas Shumaker

- **Drug Task Force Police Officer.** A letter dated October 26, 2016 from Chief Harvey regarding participating in the Countywide Drug Task Force was presented to the Board of Supervisors for their review prior to the meeting. If an Ephrata Police Officer is assigned to the Drug Task Force a replacement officer would need to be hired to replace that officer. The program is for a three (3) year term and Ephrata Township would be responsible to pay 29.5% of the added cost.

Lieutenant Tom Shumaker stated that Adamstown Borough and West Cocalico Township have approved the request to assign a police officer to the Drug Task Force. Manager Sawyer explained to the Board of Supervisors that he had a conversation with Bob Thompson, Ephrata Borough Manager requesting that the Township's percentage of capital expenditures and the Drug Task Force costs be lowered since Adamstown Borough and West Cocalico Township are participating. Manager Sawyer was told that Borough staff will recommend to Borough Council that Ephrata Township's percentage be reduced. Lt. Shumaker notified the Township that if they were in support of assigning a police officer to the Drug Task Force their next step would be to present their request to the Public Safety Committee and Borough Council.

A motion was made by John Weber to approve assigning an Ephrata Police Officer to the Lancaster County Drug Task Force and Ephrata Township paying a proportionate share of the cost subject to the Township's percentage being lowered due to participation from Adamstown Borough and West Cocalico Township. The motion was seconded by Ty Zerbe and carried unanimously.

Manager Steve Sawyer

- **2017 Preliminary Budget.** Manager Sawyer presented to the Board of Supervisors two (2) versions of the Preliminary Budget. One version with no tax increase and one version with a .1 mil tax increase. Manager Sawyer notified the Board of Supervisors that the preliminary budget without a tax increase is also showing the use of \$40,000 of reserve money. Manager Sawyer explained that income tax revenue has been lower than projected for 2016 and it is not expected to improve in 2017. Manager Sawyer recommended approving the preliminary budget with the .1 mil tax increase. This would be a \$15.00 increase to residents that homes are assessed at \$150,000 and give Ephrata Township approximately \$61,300.00 in real estate taxes. The primary reason for the proposed increase is to offset additional police costs and additional costs for the Township MS4 (storm water management) program. Police cost will increase by \$70,174 from 2016 to 2017. This includes a \$50,957 increase in an annual contract amount for police service from Ephrata Borough plus an additional \$14,750 to assign an Ephrata Police Department Officer to the Lancaster County Drug Task Force and a \$14,372 capital purchase to pay a portion of two additional automated license plate readers for the Police Department. The proposed tax increase will also help fund \$50,000 of anticipated expenditures for the Township's MS4 Storm Water Program. The Township is required to prepare and submit our 2018 NPDES General Permit for Storm Water Discharges to the PA Department of Environmental Protection. The Permit must include a Pollution Reduction Plan identifying specific projects that, when implemented, will result in reductions in the sediment (10 percent), phosphorus (5 percent), and nitrogen (3 percent) loads to local surface streams by the end of the five year permit term (2023).

A motion was made by Ty Zerbe to approve the preliminary budget with a .1 mil tax increase as recommended by staff per the justification provided. The motion was seconded by John Weber and carried unanimously.

The 2017 preliminary budget approval will be advertised and will be available for review by the public during regular business hours. The 2017 budget is scheduled to be adopted at the Supervisors' Meeting on Tuesday, December 20, 2016 at 7:00 a.m.

- **Township Solicitor Position.** Manager Sawyer stated that Charles Sheidy, Ephrata Township's Solicitor has announced that he will be retiring December 31, 2016 and a replacement will be needed at that time. Manager Sawyer provided the Board of Supervisors with 2 proposals for their review and comment. Manager Sawyer recommended to the Board of Supervisors, Anthony Schimaneck from the firm Morgan, Hallgren, Crosswell and Kane, as the Township Solicitor for 2017. The Board of Supervisors thanked Attorney Sheidy for his many years of service to Ephrata Township and wished him a happy retirement.

A motion was made by John Weber to authorize staff to proceed with attaining Solicitor Anthony Schimaneck for 2017. The motion was seconded by Ty Zerbe and carried unanimously.

- **ZHB and ETSA Appointments.** Manager Sawyer notified the Supervisors that Scott Cover moved out of Ephrata Township at the end of October and therefore resigned as the Chairman of the Zoning Hearing Board. Manager Sawyer explained that one of the requirements to be a Zoning Hearing Board Member is that you must be an Ephrata Township resident. Ty Zerbe suggested Manager Sawyer contact Larry Ray of Ridge Avenue to discuss filling the position. The Board of Supervisors directed staff to move forward by contacting Larry Ray and begin the replacement process.

In addition, Manager Sawyer notified the Board that Carl Haws who is an Ephrata Township Sewer Authority Member is also planning to move out of Ephrata Township. Mr. Haws will be listing his home for sale so his vacancy will depend upon how quickly his home is sold. It was suggested by the Board of Supervisors to find a replacement and appoint he/she as an alternate so that when Carl Haws does resign a Sewer Authority Member will be available immediately.

- **FEMA – Reimbursement.** A letter was received from FEMA dated October 25, 2016 stating that Ephrata Township will be receiving \$21,902.80 in approximately 3 to 4 weeks from the date of the letter. Manager Sawyer recommended depositing the money into the Capital Reserve Fund. The Board agreed with this recommendation.
- **Rail Trail Project.** Manager Sawyer notified the Board of Supervisors that Phase 2 of the Rail Trail from Akron Borough to Millway Road has been completed. The cost is estimated to be \$85,000.00. Manager Sawyer is completing the paperwork needed to submit to DCNR for reimbursement for the grant approved for this section. In 2017 the Township is scheduled to complete

the parking area at Millway Road and in 2018 continue the trail from Millway Road to Warwick Township.

Solicitor Charles Sheidy

Attorney Sheidy discussed his *Solicitor's Report* with the Board of Supervisors; it is on file in the Township Office.

- **Delinquent Street Light.** Charlie Sheidy provided the Board of Supervisors with a listing of each delinquent street light customer and provided a brief summary.
- **Township Auditor Advertisement.** Attorney Sheidy notified the Supervisors that the annual requirement to advertise who will audit the Township for the fiscal year ending December 31, 2016 has been sent to the Ephrata Review.

Engineer – Jim Caldwell – gave a brief report of all of the active projects that are open for Ephrata Township. The following is a list of the active projects: MS4 Program; Regional Chesapeake Bay Pollution Reduction Plan, Autumn Hills Phase 3; Aldi – Land Development Plan; Denver Wholesale Foods – Revised Final Plan; Evangel Assembly of God - Final Land Development Plan; Alive Church – Lot Add-On; Creek Corner Heights – Traffic Scoping Meeting with PennDot; and Olde Lincoln Properties – Elite Coach - Revised Final Plan.

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 Ty Zerbe to adjourn the meeting at 9:04 a.m. The motion was seconded by Ty Zerbe and carried unanimously.

Clark R. Stauffer

John L. Weber

J. Tyler Zerbe