

EPHRATA TOWNSHIP SUPERVISORS' MEETING

October 18, 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
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

Clark Stauffer stated that a correction to the October 4, 2016 minutes under Manager Sawyer's Staff Reports, SRO Program should read: "The EASD will pay 50% and the municipalities will share the remaining 50% of the cost of the SRO officer".

A motion was made by John Weber to dispense with the reading of the October 4, 2016 Supervisors' Minutes and to approve them as corrected. The motion was seconded by Ty Zerbe and carried unanimously.

AUTUMN HILLS – PHASE 3 FINAL PLAN

Rob Gabriel from Robert Gabriel and Associates and Developer, Gerry Horst was in attendance to present the Final Plan for Phase 3 of Autumn Hills Development. Phase 3 will include the remainder of the streets within the development and 55 single family dwelling lots. The Board of Supervisors received the Ephrata Township Planning Commission's Minutes and the Lancaster County Planning Commission's comments and recommendations along with Rettew Associates' Review Letter dated October 17, 2016 prior to the meeting for their review.

A motion was made by John Weber approving a Waiver to Section 403.A Plan Scale based on the justification that was provided. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to approve the Waiver to Section 603.B2 – Sidewalk location within the Right-of-Way conditional upon any required concrete monuments that conflict with the sidewalk location be replaced with copper disks. The motion was seconded by John Weber and carried unanimously.

Clark Stauffer asked the public if there were any questions or concerns they may have in regards to Phase 3 of Autumn Hill Development's Final Plan. No one addressed any additional questions or concern.

A motion was made by John Weber to approve the Final Plan of Autumn Hills Development Phase 3 conditional upon Rettew Associates' Review Letter dated October 17, 2016 and deferral of the Park and Rec Fees subject to an executed Agreement between GRH Development and Ephrata Township. The motion was seconded by Ty Zerbe and carried unanimously.

STAFF REPORTS

Manager Steve Sawyer

- **Marlin and Leanne Sensenig – ASA Application.** Manager Sawyer notified the Board of Supervisors that a letter dated October 4, 2016 from the Lancaster County Agricultural Preserve Board was received by Ephrata Township. Marlin and Leanne Sensenig of 315 Frysville Road, is requesting to add their farm to the Township's established Agricultural Security Area. Manager Sawyer explained that it has been common practice of Ephrata Township to not reply. If there are no objections and Ephrata Township does not do anything for 180 days the Agricultural Preserve Board will automatically approve the Sensenig's request.

A motion was made by Ty Zerbe to not oppose the addition of the Sensenig property located at 315 Frysville Road into the Township Agricultural Security Area. The Township will follow the 180 day procedure which is consistent with the way the Township has always handled these requests. The motion was seconded by John Weber and carried unanimously.

- **EMA – Request to Purchase Radio Batteries.** Manager Sawyer notified the Board of Supervisors that Don Whicraft requested Ephrata Township to purchase replacement batteries for the three (3) Wouxon Radios to be used by the Ephrata Township's Emergency Management Team. The cost is estimated to be \$100.00.

A motion was made by Ty Zerbe to approve Don Whicraft's request to purchase three (3) Wouxon Radio batteries at a cost estimated to be \$100.00 and the approval of the final invoice by Manager Steve Sawyer. The motion was seconded by John Weber and carried unanimously.

- **Request for Special Needs Swing – Sycamore Acres Park.** As a follow up to the last Supervisors' Meeting, Manager Sawyer received a price quote from Liberty Parks & Playgrounds, Inc. in the amount of \$920.00. Liberty confirmed that an entire bay is needed to install the swing therefore two (2) of the belt swings would need to be removed. Manager Sawyer reminded the Board of Supervisors that a resident raised money for the new swing set that was recently

installed. In addition, Manager Sawyer stated that this expense was not budgeted for 2016 and recommended discussing it during the 2017 budget work session.

A motion was made by Ty Zerbe to defer the request for a special needs swing in Sycamore Acres Park until a future date. The motion was seconded by John Weber and carried unanimously.

- **Delinquent Street Light Account.** As a follow up to last week's Supervisors Meeting, Manager Sawyer contacted Christine Blevin's as directed. Manager Sawyer was happy to report that the Township received a check in the amount \$800.00 on October 17, 2016.
- **Zoning Hearing Board Member Resignation.** Manager Sawyer notified the Township that Scott Cover will be moving out of Ephrata Township at the end of October and therefore will need to resign 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. Manager Sawyer requested the Board consider a possible replacement by the next meeting.

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.

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, New Life Fellowship Church, 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 Scope, and Olde Lincoln Properties – Elite Coach - Revised Final Plan.

Rettew Associates will be holding a Regional Meeting to discuss Pollution Reduction Planning on Thursday, October 27, 2016 at 9am at the Ephrata Township Municipal Building.

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

- **LCPC – Regional Meeting.** John Weber stated that the Regional Municipal Meeting will be held Friday, November 18, 2016 from 12p to 1:30pm at the Ephrata Borough Municipal Building.

John Weber reported that there was no additional correspondence to report at this time.

Clark Stauffer announced a 5 minutes recess and stated that the 2017 Budget Work Session would follow.

2017 BUDGET WORK SESSION

The Board reviewed a draft of the proposed 2017 budget. Direction was given to staff to finalize the preliminary budget. The Board will consider approval of the preliminary budget at their November 15, 2016 meeting.

School Resource Officer. Lieutenant Thomas Shumaker discussed the proposed agreement for the School Resource Officer. The agreement would be for 2017, 2018 and 2019. A revised Wage and Benefit calculation showing the cost to each Municipality in the Ephrata Area School District was also submitted to the Board of Supervisors. The Ephrata Area School District pays 50% of the cost for the SRO and the four municipalities in the district share the other 50%. Each municipality will pay a percentage based on the current student population. The current percentage of students enrolled in the Ephrata High School Students from each Municipality will be used for all 3 years of the proposed contract.

A motion as made by John Weber to approve the agreement for the School Resource Officer for 2017 through 2019 subject to the condition that all four municipalities in the Ephrata Area School District approve the agreement and the cost sharing. The motion was seconded by Ty Zerbe and carried unanimously.

2017 Police – Proposed Capital Purchase. Lieutenant Shumaker discussed the proposed 2017 capital expenditure of \$50,000 for two automated license plate readers. Lieutenant Shumaker discussed the benefits of the technology and how the units are used by the police department. The current police contract states that the Township's share of capital purchases is 29.5%. Lieutenant Shumaker requested that the Board approve a 2017 payment to the Borough in the amount of \$14,750. Manager Sawyer stated that he has spoken with Bob Thompson regarding this capital purchase. Manager Sawyer informed Mr. Thompson that since the Borough is now contracting police services to West Cocalico Township and Adamstown Borough, it is the Township's position that our share of the capital purchase should be less than 29.5%. Mr. Thompson stated that he would look into this issue and get back to the Township with the Borough's position. The Board tabled action on this request until a response is received from Mr. Thompson.

Part-Time Employee – Park Maintenance Position. A motion was made by John Weber to ratify the hiring of David Wilhide, 39 Clover Court, Ephrata PA as a part-time employee to mow the grass at the Township parks and municipal campus. Mr. Wilhide was hired in late August to replace Will Zimmerman who left for college. Mr. Wilhide will be paid \$12.00 per hour. The motion was seconded by Ty Zerbe and carried unanimously.

Act 537 Plan. Manager Sawyer informed the Board that Ephrata Borough has asked for input from Ephrata Township, East Cocalico Township, Clay Township and Denver Borough concerning updating the DEP Act 537 Plan. The current joint Act 537 Plan was

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approved in 1995. After discussion, the Board directed staff to inform the Borough that Ephrata Township is currently not in favor of pursuing a new Act 537 Plan at this time.

A motion was made by John Weber to adjourn the meeting at 11:20 a.m. The motion was seconded by Ty Zerbe and carried unanimously.

Clark R. Stauffer

John L. Weber

J. Tyler Zerbe