

EPHRATA TOWNSHIP SUPERVISORS' MEETING

September 17, 2019

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
Tony Haws
Ty Zerbe
Manager: Steve Sawyer
Engineer: Jim Caldwell
Admin Assist: Jennifer Carvell

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

Tony Haws stated that there was a correction needed to the September 3, 2019 minutes on page 3 under David Martin - DEP Planning Module. The Motion should read "A motion was made by Ty Zerbe to approve the DEP Planning Module for David and Rhoda Martin as presented. The motion was seconded by Tony Haws and carried unanimously".

A motion was made by Tony Haws to dispense with the reading of the September 3, 2019 minutes and to approve them as corrected. The motion was seconded by Ty Zerbe and carried unanimously.

PENNY TALBERT – EPHRATA PUBLIC LIBRARY

Penny Talbert was present to update the Board of Supervisors with information about the Ephrata Public Library's 2019 year to date. In addition, Jane Hershberger the Library Board President was also in attendance. Currently 22 percent of the library users are Ephrata Township residents. The Summer Reading Program increased 35% this year. The Government Source Certificates such as Passports and now Hazmat Licensing is continuing to bring in a profit for the library. Penny stated that a new data base offered is

an Auto Repair Source that provides a manual and videos for every make and model vehicle. This is a very helpful tool and can be accessed from home from any library card holder. The Library continues to hold MS4 and Lead Paint Programs and other educational events. In addition, the Library is offering a shuttle bus to and from the Declaration House in Denver, 5 days a week which is being funded by the United Way. Clark Stauffer thanked Penny for her presentation and continued work at the Ephrata Public Library.

209 MEADOW VALLEY ROAD – LOT ADD-ON PLAN

Ron Hershey of Hershey Surveying was present to present to the Board of Supervisors a Lot Add-On Plan for 209 Meadow Valley Road. No development is proposed. The property owners want to transfer equal sized parcels to clean up property lines. The Ephrata Township Planning Commission and Lancaster County Planning Commission reviewed the plan and the Board of Supervisors were provided with their comments along with Rettew Associate's Letter dated August 5, 2019. No waivers were requested.

A motion was made by Ty Zerbe to approve the Lot Add-On Plan for 209 Meadow Valley Road conditional upon Rettew Associate's Letter dated August 5, 2019. The motion was seconded by Tony Haws and carried unanimously.

STAFF REPORTS

Manager Steve Sawyer

- **786 Glenwood Drive – SWM Plan.** Manager Sawyer stated that the Board of Supervisors approved this plan in 2017, but the plan that was recorded by the engineer was not the correct plan. The plan that was recorded showed the garage but the not the proposed Echo Housing. The storm water plan was designed to accommodate the garage and the echo housing. In addition, an Easement for the on-lot sewer system for the echo housing has been added to the plan. Manager Sawyer and Jim Caldwell recommended approving the Revised Storm Water Management Plan as presented.

A motion was made by Tony Haws to approve the Revised Storm Water Management Plan for 786 Glenwood Drive as presented. The motion was seconded by Ty Zerbe and carried unanimously.

- **Lititz Area Mennonite School – Trash-A-Thon.** Ephrata Township received a letter dated September 6, 2019 from Lititz Area Mennonite School notifying them of their Annual Trash-A-Thon scheduled for October 10, 2019 with a rain date of October 17, 2019. A group of 20 to 25 students will be eating lunch at the Ephrata Township Community Park and will then spend a brief time cleaning up

litter prior to departure. All trash collected will be returned to the Lititz Area Mennonite School.

- **Road Occupancy Ordinance.** The Board of Supervisors was provided with an email from Attorney Jason Hess who has been reviewing the draft Road Occupancy Ordinance prepared by Rettew Associates for Ephrata Township. The model draft Ordinance was from Mt. Joy Township. All changes from the model ordinance suggested by Jim Caldwell of Rettew and Jason Hess of Morgan, Hallgren, Crosswell and Kane were outlined in Mr. Hess' email. Mr. Hess recommended adding a restriction to the time of the year in which road openings could be made except in emergency situations. It was suggested not allowing road openings between November 15th and March 15th. In addition, it was discussed to add language restricting above ground facilities being installed within three (3) feet of the roadway unless there is no other available option on the property and is approved by Ephrata Township. The Board of Supervisors agreed with the suggested changes and directed staff to move forward with finalizing the draft ordinance.
- **Township Building Security.** Manager Sawyer provided the Board of Supervisors with two (2) proposals from Choice Security. One proposal was to install an Alert System for the front door of the municipal building and to relocate a door call box. The second proposal was to install camera's in various locations of the municipal building and maintenance building. It was discussed that it would be nice to be able to turn the alert system on and off with a switch depending on the number of employees and expected volume such as Election Day. It was also discussed that this was not a budgeted item and the cameras could be discussed as a budgeted item for 2020.

A motion was made by Ty Zerbe to approve the proposal from Choice Communications for the door alert system for the front door and relocating the door call box with the addition of an on/off switch. The motion was seconded by Tony Haws and carried unanimously.

- **SRO Agreement.** At a prior meeting Manager Sawyer notified the Board of Supervisors that the SRO Agreement will expire at the end of 2019. The Board of Supervisors were in favor of renewing the three (3) year SRO Agreement at that time. Manager Sawyer received notification that the Agreement will remain the same as in the past and the Ephrata Area School District will be responsible for 50% of the cost and the municipalities within the Ephrata Area School District will split the remaining 50% based on student enrollment from each municipality. Ephrata Township's student enrollment is 25.66%.

A motion was made by Tony Haws to approve the three (3) year SRO Agreement for 2020 -2022 as presented. The motion was seconded by Ty Zerbe and carried unanimously.

- **LCATS – Fall Convention.** Manager Sawyer stated that the LCATS Fall Convention will be held Monday, November 4th at Yoder's Restaurant. All Supervisors, Township Manager, and Administrative Assistant plan to attend.

Engineer Jim Caldwell reported that there are several plans in the review process.

MS4 Program

Denver Wholesale Foods

501 Alexander Drive – Poultry Processing Plant

Ephrata Crossing – Hotel Site Work – HOP

Weaverland Mennonite Homes – Site Work

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

JERRY OZOG, EXECUTIVE DIRECTOR – PA FIRE & EMERGENCY SERVICES INSTITUTE

Jerry Ozog, Executive Director of the PA Fire and Emergency Service was present. Mr. Ozog has been hired by Ephrata Borough, Ephrata Township and Clay Township to complete a study for Ephrata Pioneer and Lincoln Fire Companies. The main issues that the volunteer fire companies are facing are decreased personnel and funding. In addition, the hours required to receive the required training and certification is impacting the number of volunteers. Mr. Ozog stated that incentives such as tax breaks and other benefits may be something to consider to recruit new volunteers. Community education and involvement was also discussed. The study committee will be holding their second meeting in early October. Tony Haws and Larry Ray are the Ephrata Township representatives. Tony will provide the Township with additional information from future study committee meetings.

September 17, 2019 Supervisors' Meeting minutes continued

A motion was made by Tony Haws to adjourn the meeting at 9:08 a.m. The motion was seconded by Ty Zerbe and carried unanimously.

Clark R. Stauffer

Anthony K. Haws

J. Tyler Zerbe