

## EPHRATA TOWNSHIP SUPERVISORS' MEETING

February 16, 2021

The Ephrata Township Supervisors met this date at 7:00 a.m. at the Ephrata Township Office Building, 265 Akron Road, Ephrata, Pennsylvania. The meeting was conducted virtually utilizing Microsoft Teams 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 Supervisors: Clark Stauffer  
Tony Haws  
Ty Zerbe  
Manager: Steve Sawyer  
Admin Assist: Jennifer Carvell  
Police: Chief John Petrick  
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 was made by Ty Zerbe to close the Public Comment Period. The motion was seconded by Tony Haws and carried unanimously.

### APPROVAL OF MINUTES

A motion was made by Tony Haws to dispense with the reading of the February 2, 2021 Supervisors' minutes and to approve them as presented. The motion was seconded by Ty Zerbe and carried unanimously.

### STAFF REPORTS

#### **Police Department – Monthly Report.**

Police Chief John Petrick was in attendance. The monthly report for the month of January was previously submitted to the Board of Supervisors. Chief Petrick gave a brief summary of the report and answered any questions from the Board of Supervisors. The January monthly report will be kept on file at the Township Office.

**Manager Steve Sawyer**

- **5K Event – Ephrata Mennonite School.** The Township received a letter dated February 1, 2021 from Dawn Wenger of the Ephrata Mennonite School requesting permission to hold a 5K event that would use Stevens Road, Grandview Drive and West Trout Run Road. The Registration will begin at 8:00 am and the race will start at 9:00 am. The run is estimated to be completed in 45 minutes. This event has been held several times in the past and there has not been any issues and no road closures are being requested. Manager Sawyer requested input from Police Chief Petrick. He stated that he did not have any issues with the event.

A motion was made by Ty Zerbe directing staff to notify Dawn Wenger that the Township did not have any objections with the 5K Event to be held on May 8, 2021 at the Ephrata Mennonite School as proposed subject to the school following the safety measures included in the school's request and that the school follow any direction that may be given by the Ephrata Police Department. The motion was seconded by Tony Haws and carried unanimously.

- **Hurst Property – Sketch Plan Discussion.** Richard Hurst and Joyce Gerhart of RGS Associates participated virtually to present the proposed sketch plan to the Board of Supervisors. A Review Letter from Rettew Associates dated June 25, 2020 was provided to the Board of Supervisors for their review prior to the meeting. The Sketch Plan is proposing 4 semi-detached dwelling units on Lincoln Heights Avenue and one single family dwelling on Reagan Drive. Ms. Gerhart requested direction on the improvements that would be required on Lincoln Heights Avenue. It was further discussed that the Ephrata Township - Ephrata Borough Line is located along this section of Lincoln Heights Avenue. No construction would be in Ephrata Borough. Ms. Gerhart also asked if the Township would consider accepting dedication of the Lincoln Heights Avenue which is currently a private street. Research will also be needed for the Right of Way that is shown on the recorded Lincoln's Meadow Plan. Manager Sawyer recommended that an inspection of Lincoln Heights Avenue be done after the snow melts to determine what improvements would be necessary and that the developer shall contact Ephrata Borough to get their input on improvements to Lincoln Heights Avenue. The Board of Supervisors directed staff to research the status of the right-of-way from Lincoln Heights Avenue to Reagan Drive that is shown on the Lincoln's Meadow Subdivision plan. Joyce Gerhart informed the Board of Supervisors that she will submit the Sketch Plan to Ephrata Borough for their input.
- **Ephrata Youth Soccer – Spring 2021 Season.** The Board of Supervisors were presented with an application from the Ephrata Youth Soccer Club to reserve the fields at the Ephrata Township Community Park for their practices and games from March through June. A Certificate of Insurance along with their COVID-19 Safety Plan was also provided. Ephrata Youth Soccer found a different location to hold games and practices in 2020. Manager Sawyer recommended allowing EYS to use the soccer field for practices and games with conditions that they follow their COVID-19 safety plan and CDC guidelines. Manager Sawyer also

stated that a decision to reopen the pavilion at the park should also be decided in the near future. The Township did not allow pavilion rentals in 2020 due the pandemic. There were discussions regarding cleaning concerns and guidelines between each rental. The Board of Supervisors stated that they will consider allowing Ephrata Youth Soccer and Ephrata Youth Baseball to use the athletic fields and renting the pavilion in 2021 but directed staff to contact the Township's Solicitor to prepare additional Covid-19 conditions to be signed by Ephrata Youth Soccer and the Ephrata Baseball Association and each party renting the pavilion for their review at a future meeting.

- **34 Horseshoe Drive – Storm Water Easement.** The Board of Supervisors were presented with a letter from Mark & Kathy Homan of 34 Horseshoe Drive dated January 30, 2021 regarding placing a fence within storm water easements located on their property. A plot plan of their property showing 10' storm water easements on each side of their property was also provided for review prior to the meeting. Manager Sawyer stated that the easements are required to convey storm water from the properties located in the rear of the lots to the storm water drains on Horseshoe Drive. The Township has never received any storm water complaints from this area so the design is working properly. Manager Sawyer stated that if the Township would allow Mr. Homan to install a fence within the easement other residents will expect the same approval. It would be very difficult to determine if a fence installation would change the existing storm water convenience on any given property.

A motion was made by Tony Haws directing staff to send a letter to Mr. and Mrs. Homan notifying them that no fencing or other structures are permitted within an Easement. The motion was seconded by Ty Zerbe and carried unanimously.

- **Office Computer Upgrades.** Manager Sawyer presented to the Board of Supervisors estimates from Custom Computer to upgrade Jennifer Carvell's computer with a Dell OptiPlex 5080 Workstation and Steve Sawyer's laptop with a Dell Latitude 5510 totaling \$2807.30. Manager Sawyer stated that Randy Groome will receive Jennifer's old computer as it is a newer version then he has currently. It was discussed that Steve Sawyer should include upgrading the software so that his old laptop can be used for emergency or offsite locations if needed.

A motion was made by Ty Zerbe to approve the purchase of a Dell Opti Plex 5080 and a Dell Latitude 5510 as proposed by Custom Computer with the updated programs instead of transferring the software from the old laptop. The motion was seconded by Tony Haws and carried unanimously.

**Engineer Jim Caldwell** reported that there are several plans in the review process and construction observation phase:

NPDES Permit Submittal – Autumn Hills Project

Comcast – Area F

Creek Corner Heights – As-builts

790 – 794 East Main Street Traffic Study – Scoping Meeting w/ PennDOT

East Mohler Church Subdivision  
887 East Main Street – Sketch Plan

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

Secretary Haws informed the Board that there is an Ephrata Area Fire Service Study Committee meeting scheduled for Thursday, February 25<sup>th</sup>.

The Board directed Manager Sawyer to contact Mark Novak from Navistar requesting a letter to confirm that Navistar will extend the engine warranty on the Township' 2014 International dump truck to December 31, 2021 and to contact Five Star International to get additional direction on what we should do if we need to add coolant to the truck.

A motion was made by Tony Haws to adjourn the meeting at 9:45 A.M. The motion was seconded by Ty Zerbe and carried unanimously.

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Clark R. Stauffer

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Anthony K. Haws

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J. Tyler Zerbe