

## EPHRATA TOWNSHIP SUPERVISORS MEETING

February 6, 2024

The Ephrata Township Supervisors met this date at 7:00 p.m. at the Ephrata Township Office Building, 265 Akron Road, Ephrata, Pennsylvania.

Present were Supervisors:	Clark Stauffer
	Tony Haws
	Ty Zerbe
Manager:	Steve Sawyer
Solicitor:	Anthony Schimaneck
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 to close the public comment period was made by Ty Zerbe. 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 January 16, 2024 Supervisors' Minutes and to approve them as presented. The motion was seconded by Ty Zerbe and carried unanimously.

### EPHRATA PUBLIC LIBRARY – ABIGAIL BALMER & BRIAN FREY

Abigail Balmer and Brian Frey of Ephrata Public Library requested to be placed on the agenda to formerly thank the Board of Supervisors for their 2024 budgeted contribution to the Ephrata Public Library. Abigail also provided the Board of Supervisors with a chart showing the increases in circulation and public involvement from 2022 vs. 2023. Abigail stated that the trend seems to be continuing with a strong growth again in January 2024. The Board of Supervisors stated that the information provided showed that the library staff is doing a great job and thanked Abigail and Brian for attending and providing the information.

### STAFF REPORTS

#### Manager Steve Sawyer

- **Joint Road Bids – Resolution.** Manager Sawyer recommended that the Board of Supervisors approve a Resolution to participate in a Co-Operative Bidding and Purchasing Agreement for the procurement of road work identified as chip seal coating, line painting and micro-surfacing with multiple municipalities. The Township will participate in the bidding for 36,615 square yards of 1/4" stone single application seal coating, 4,133 square yards of Micro-surface Type A –

double application and Line Painting for 161,750 feet of double yellow line and 179,700 feet of single white line.

A motion was made by Ty Zerbe to approve the Resolution to participate in a Co-Operative Bidding and Purchasing Agreement for the Procurement of roadwork identified as chip seal coating, micro-surfacing and line painting with multiple municipalities as presented. The motion was seconded by Tony Haws and carried unanimously.

- **Ephrata Mennonite School – Financial Security Release.** Manager Sawyer provided the Board of Supervisors with a Rettew Associates letter dated February 1, 2024 in response to a financial security reduction and As-Built Plan review for Ephrata Mennonite School. Jim Caldwell stated that based on Rettew's site visit and review of the As-Built Plans, Rettew is recommending a reduction of financial security in the amount of \$1,500,986.50 leaving a remaining balance of \$166,776.27 which represents 10% of the original financial security which is adequate to cover the costs of the remaining work outlined.

A motion was made by Tony Haws to approve the financial security reduction for Ephrata Mennonite School in the amount of \$1,500,986.50 leaving a remaining balance of \$166,776.27 based on Rettew Associates site visit and review of the As-Built Plan outlined in a letter dated February 1, 2024. The motion was seconded by Ty Zerbe and carried unanimously.

- **Ephrata Baseball Association – Field Reservation Request.** The Township received a Semi-Annual request from the Ephrata Baseball Association to reserve the baseball field at the Ephrata Township Community Park from March 1st through July 31, 2024. This is the same request and use that has been permitted in the past. A Certificate of Insurance was also provided.

A motion was made by Ty Zerbe to approve the request from Ephrata Baseball Association to reserve the Ephrata Township Community Park Baseball Field from March 1st through July 31, 2024. The motion was seconded by Tony Haws and carried unanimously.

- **Resolution – 2024 Price Adjustment for Bituminous Materials.** Manager Sawyer requested the Board of Supervisors approve a Resolution for price adjustment of bituminous materials for small quantities. This Resolution will allow an escalator clause for bituminous material to be included as part of Ephrata Township's 2024 bids for road projects and materials. The escalator clause will follow PennDOT regulations. Manager Sawyer stated that the local asphalt companies will not bid a project if the Municipality does not include an escalator clause.

A motion was made by Tony Haws to approve the Resolution for price adjustment of bituminous materials for small quantities for Ephrata Township 2024 bids for road projects and materials and allow an escalator clause for bituminous material as presented. The motion was seconded by Ty Zerbe and carried unanimously.

- **ARPA Funds Report.** Manager Sawyer prepared a summary showing the receipts received for ARPA Funds from July of 2021 through August of 2022 totaling \$1,097,566.56, along with the expenditures from July of 2022 through December of 2023 totaling \$700,622.88. The remaining balance of \$429,919.98 has been included in the 2024 Budget for building improvements, a new dump truck, and the Akron Road Culvert Project estimated to be \$430,000.00.

**Solicitor – Tony Schimaneck**

Solicitor Schimaneck informed the Board that he did not have anything additional information to report at this time.

**Township Engineer Jim Caldwell** reported that the following plans/projects are in the review process:

- Akron Road Culvert Project
- Signature Custom Cabinetry Addition – LDP
- SWMP – Darin Weaver
- Rothsville Road – 2<sup>nd</sup> Dwelling
- Blue Ridge Cable – HOP
- SWMP – Marzec

**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 stated that there was no additional correspondence that has not already been discussed.

A motion was made by Tony Haws to adjourn the meeting at 7:32 p.m. The motion was seconded by Ty Zerbe and carried unanimously.

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Clark R. Stauffer

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J. Tyler Zerbe

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Anthony Haws