

EPHRATA TOWNSHIP SUPERVISORS MEETING

September 5, 2023

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
Township Engineer:	Jim Caldwell
Solicitor:	Anthony Schimanek
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 August 15, 2023 Supervisors' Minutes and to approve them as presented. The motion was seconded by Ty Zerbe and carried unanimously.

KEYSTONE MILLS SWM PLAN

Mark Jones of Hartech Engineering & Consulting was in attendance on behalf of Keystone Mills to present the Storm Water Management Plan. The proposed project is a new truck washing building. This building will replace an old truck washing building located close to the Muddy Creek. The proposed project will eliminate potential pollution from entering the creek. The new building will have a cistern to collect the roof runoff, a fully contained system for capturing wash water and a storm water facility for water runoff not collected or not used in the cistern. The Board of Supervisors was provided with a Rettew Associates letter dated September 5, 2023 with the Township's Engineer's recommendations. Two (2) modifications are being requesting with the Storm Water Management Plan.

A motion was made by Ty Zerbe to approve a modification request to Section 406.5 – Easement Requirement based on the justification and alternate provided. The motion was seconded by Tony Haws and carried unanimously.

A motion was made by Tony Haws to approve a modification request for Section 409.1.B.3 – Loading Ratios per the justification provided. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to approve the Storm Water Management Plan per the conditions in Rettew Associates Review Letter dated September 5, 2023. The motion was seconded by Tony Haws and carried unanimously.

EPHRATA PUBLIC LIBRARY PRESENTATION & 2024 FUNDING REQUEST

Brian Frey, Ephrata Library's Ephrata Township resident representative and Abby Balmer interim Library Director were present to give a power point presentation of the activities completed and planned for 2023. In addition, the Board of Supervisors received a letter dated August 23, 2023 requesting a 2024 contribution from the Township in the amount of \$42,200.00. The Ephrata Public Library is requesting a 10% increase from all of the municipalities in the Ephrata Area School District. The Board of Supervisors stated that they will be working on the 2024 budget in October and thanked them for their presentation.

STAFF REPORTS

Manager Steve Sawyer

- **Special Police Meeting – September 12th at LCBC.** Manager Sawyer stated that a special meeting has been scheduled for September 12, 2023 at 7:00 p.m. at LCBC. Postcards were mailed to all Ephrata Township property owners notifying them of the special meeting. The Special Meeting has also been advertised in the Ephrata Review. Both Ephrata Police Department and Northern Lancaster Regional Police Department will be giving presentations and a public comment period will follow the presentations.
- **Request to Install 2 Conestoga Trail Signs @ Millway WERT Crossing.** The Township was contacted by Benjamin May, Conestoga Trail Maintenance Coordinator of the Lancaster Hiking Club requesting the Township allow 2 6" x 6" Conestoga Trail directional signs to be placed in where the WERT crosses Millway Road in Ephrata Township. Warwick Township has recently approved directional signs at the Picnic Woods WERT crossing.

A motion was made by Ty Zerbe to approve the Conestoga Trail directional signs at WERT Crossing at Millway Road as presented. The motion was seconded by Tony Haws and carried unanimously.

- **EBA – Request for Advertising Signs on Park Baseball Fence.** Manager Sawyer provided the Board of Supervisors with a copy of an email received by the Township from the Ephrata Baseball Association requesting permission to raise funds by selling advertising signs for the outfield fence at the Ephrata Township Park. Manager Sawyer stated that the Township had considered doing this after the field was constructed to raise funds for the Township to offset the cost of construction and maintenance of the field, but decided that it was not in the best interest of the Township. Tony Schimaneck, Township Solicitor agreed with staff's recommendations.

A motion was made by Tony Haws to deny the request for the Ephrata Baseball Association to sell advertising signs as a fund raiser at the Ephrata Township Community Park Baseball Field. The motion was seconded by Ty Zerbe and carried unanimously.

- **Bookkeeper / Administrative Assistant Position.** Manager Sawyer stated that the Township advertised for a Bookkeeper / Administrative Assistant Position to replace Linda Boyer who has been the Township's Part-Time Bookkeeper for the past 13 years. Applications were reviewed and interviews were conducted by staff and the best 3 candidates were interviewed by the Board at a special meeting on August 29th. Manager Sawyer requested approval from the Board to approve the hiring of Valerie Roark as a fulltime Bookkeeper / Administrative Assistant subject to the standard conditions for all new hires, at an hourly rate of \$20.00.

A motion was made by Ty Zerbe to approve the hiring of Valerie Roark and authorized staff to provide Valerie with a conditional job offer for a full-time Bookkeeper / Administrative Assistant position at a payrate of \$20.00 per hour. The motion was seconded by Tony Haws and carried unanimously.

Solicitor – Tony Schimaneck

Attorney Schimaneck stated that he did not have any additional information to add to the meeting.

Jim Caldwell - Engineer

Jim Caldwell provided a list of plans/projects that Rettew Associates is currently working on:

- MS4 Report Annual Report & DEP Audit
- CB Burkholder - Site Inspections
- Keystone Mills -SWMP
- Auker – 332 E. Mohler Church
- Ephrata Crossing Sketch Plan
- Akron Bridge Repair Project
- East Mohler Church Road Bridge Project
- 501 Alexander Development
- 503 Alexander Drive – As-built Plan
- Special Police Meeting Mailing

APPROVAL OF BILLS

A motion was made by Ty Zerbe to accept the list of checks as 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.

September 5, 2023 Supervisors' Meeting minutes continued

A motion was made by Tony Haws to adjourn the meeting at 7:58 p.m. The motion was seconded by Ty Zerbe and carried unanimously.

Clark R. Stauffer

J. Tyler Zerbe

Anthony Haws