

EPHRATA TOWNSHIP SUPERVISORS' MEETING

August 20, 2024

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

Present were Supervisors: Clark Stauffer
 Ty Zerbe
 Tony Haws
Twp. Manager: Steve Sawyer
Admin Assist: Jennifer Carvell
Bookkeeper: Valerie Roark
Police: Sgt. Matt Randolph
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

There was no one in attendance to provide public comment on an item that was not on the agenda.

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 August 6, 2024 Supervisors' minutes and to approve them as presented. The motion was seconded by Ty Zerbe and carried unanimously.

REQUEST TO DEDICATE QUARRY RIDGE DRIVE – RICHARD STAUFFER

Rick Stauffer was present at the meeting. Rick Stauffer is the developer of Ephrata Crossing and he is requesting that the Township accept dedication of Quarry Ridge Drive. Based on direction given by the Board at their July 16th meeting, Mr. Stauffer's attorney prepared an agreement that would require the owner of the commercial lot to promptly repair any damage caused to Quarry Ridge Drive that results from construction traffic or construction activities until such time as the lot is fully developed and built out per the recorded plan. Township staff has reviewed the proposed agreement and feels the agreement is acceptable.

Bill Redcay, HOA President of Lakeside Villas was present. He stated that the dedication of Quarry Ridge Drive and opening access from Quarry Ridge Drive to Lake View Road was

August 20, 2024 Supervisors' Meeting minutes continued

inevitable and acceptable since it was designed and documented that way on the recorded Lakeside Villas Subdivision Plan. Mr. Redcay sent an email to the Township, dated August 19th, requesting that the township consider the following safety suggestions:

- Crosswalk lines at both stop signs in the neighborhood
- Reflective sheeting material on both stop signs
- Post orange “no construction vehicles” signage on Quarry Ridge Drive close to the intersection with Lake View Road upon commencement of any future commercial construction
- Consider yellow “slow, children playing” signs at both entrances to Lakeside Villas
- Consider relocating the stop sign at the Quarry Ridge Drive / Lake View Road intersection due to a street light pole.

Mr. Redcay was informed that due to the recommendations of the Township Solicitor and Township Engineer, the Township does not paint crosswalks in any of our residential developments or install “Children at Play” signs anywhere in the Township. The Board directed staff to review the other suggested improvements to determine what is warranted.

Rick Stauffer stated that Texas Roadhouse will be conducting final paving for their access drive and parking lot on September 9th and 10th weather permitting. He requested the Board authorize closing the connection between Quarry Ridge Drive and Lake View Road during the two-day paving project.

A motion was made by Ty Zerbe to approve the dedication of Quarry Ridge Drive and the Agreement as presented. The motion was seconded by Tony Haws and carried unanimously.

A motion was made by Tony Haws to approve the closure of Quarry Ridge Drive for two (2) days during the Texas Roadhouse paving project which is tentatively scheduled for September 9th and 10th weather permitting. The motion was seconded by Ty Zerbe and carried unanimously.

STAFF REPORTS

Manager Steve Sawyer

- **Comcast – Final Utility Plan – Lakeside Villas.** Manager Sawyer asked to move this item up in the Agenda since Bill Redcay, Lakeside Villas’ HOA President was in attendance. Comcast has submitted a Final Utility Plan which has been reviewed twice by Rettew Associates and is ready for action. Manager Sawyer stated that the same requirements that were in place for previous developments within the Township were required. The Supervisors expressed concerns over the timing of the project due to restoration of disturbed areas and snow removal. The Board of Supervisors asked if there was a schedule provided to the Township. Manager Sawyer stated that Comcast has not provided a projected schedule for the work. Jim Caldwell stated that approval of the Final Utility Plan could be conditional upon the work being completed in a specific time of the year. Jim Caldwell explained that the Township can only approve or deny work within the public right of way and dedicated streets. Bill Redcay thanked the Board of Supervisors for the information and asked that when the work has been scheduled to notify him and he would share the information with the residents within the development.

A motion was made by Tony Haws to approve the Comcast Final Utility Plan for Lakeside Villas with the condition that the project shall be completed by October 15th. If all work cannot be completed by October 15th, the project cannot start until March 15, 2025. The motion was seconded by Ty Zerbe and carried unanimously.

Police Department – Sgt. Matt Randolph.

- **Monthly Report.** Sgt. Matt Randolph was in attendance and provided the Supervisors with a summary of the calls for service within Ephrata Township for the month of July totaling 386 incidents. There were 19 arrests and 36 traffic citations. In addition, the Supervisors were provided with Reports from July of 2023 and June of 2024 as a way to check for comparisons. The monthly report will be kept on file in the office.

Manager Steve Sawyer

- **Traffic Ordinance Amendment.** Manager Sawyer stated that the Township's Attorney prepared a Traffic Ordinance Amendment to update the newly added stop signs, speed limits and no parking zones from recently dedicated streets. The Ordinance would also update the parking violation fines to be consistent with Ephrata Borough. Manager Sawyer stated that one additional item needs to be added to the draft concerning a truck traffic restriction for Lake View Road. Rettew Associates is currently working on an engineering study to determine the length of vehicle that will be restricted from using Lake View Road. Staff recommended advertising a Public Hearing for the October 1st Supervisors.

A motion was made by Ty Zerbe to authorize staff to advertise a public hearing with the intent to adopt the Traffic Ordinance Amendment with the addition of the Lake View Road truck traffic restrictions for a the regularly scheduled Supervisors' Meeting on Tuesday, October 1st at 7:00 P.M. The motion was seconded by Tony Haws and carried unanimously.

- **Fishing and Boating Regulations – Ephrata Township Community Park Lake.** The Board of Supervisors were provided with a draft of Fishing and Boating Regulations for the Ephrata Township Community Park Lake. The Township Solicitor has reviewed the draft and provided language in the last paragraph regarding liability. Sgt. Matt Randolph stated that all of his possible concerns seem to have been addressed. Manager Sawyer stated that if the Board of Supervisors decided to permit boating on the lake at the Ephrata Township Community Park, he would be able to move forward with ordering signs to post the rules for the spring of 2025. There was no action taken by the Board.
- **2025 MMO – Non-Uniform Pension Plan.** Manager Sawyer stated that the Township is required to pass a resolution each year approving a Non-Uniformed Pension Plan Minimum Municipal Obligation for the following year. The Township receives State funding for the majority of the pension plan contribution. The Township's actuary, Jeffrey Myers of Conrad Siegel, reviewed and approved the proposed MMO amount prior to meeting.

A motion was made by Tony Haws to approve the 2025 Ephrata Township Employees' Pension Plan Minimum Municipal Obligation (MMO) in the amount of \$40,765.00. The motion was seconded by Ty Zerbe and carried unanimously.

- **September Board of Supervisors Meeting Schedule.** Manager Sawyer stated that the next Supervisors meeting is scheduled for September 3, 2024 at 7:00 pm. Manager Sawyer recommended canceling this meeting due to vacations for staff members and Board members. A special meeting could be scheduled for the following week if an important action item would occur, otherwise the next Supervisors meeting would be held September 17, 2024 at 7:00 am.

A motion was made by Tony Haws to cancel the Board of Supervisors' Meeting scheduled for September 3, 2024 with the condition that a special meeting will be scheduled if an urgent action item is needed. The motion was seconded by Ty Zerbe and carried unanimously.

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

- Akron Road Culvert Project
- Comcast - HOP
- Blue Ridge Cable – HOP
- MS4 Annual Report

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 nothing to report that has not already been discussed.

A motion was made by Tony Haws to adjourn the meeting at 8:25 A.M. The motion was seconded by Ty Zerbe and carried unanimously.

Clark R. Stauffer

Anthony K. Haws

J. Tyler Zerbe