

EPHRATA TOWNSHIP SUPERVISORS' MEETING

February 18, 2025

The Ephrata Township Supervisors met on 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
Engineer: Jim Caldwell
Police: Lt. Matt Randolph

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 4, 2025 Supervisors' minutes and to approve them as presented. The motion was seconded by Ty Zerbe and carried unanimously.

JEFF BURKHOLDER SHOP SKETCH PLAN – MATTHEW KADWILL, NYE CONSULTING

Jeff Burkholder and Matthew Kadwill of Nye Consulting were present to present a Sketch Plan proposing a contractor's shop building, parking and storage area on Mr. Burkholder's 2.1-acre vacant lot on Glenwood Drive. This lot is adjacent to his current Outback Commercial Property and his mother's farm. It is in the Mixed-Use Zoning District. The proposed shop is planned to be leased to a construction company that would primarily store construction material and vehicles. There are ten proposed parking spaces for the proposed use. Screening and setbacks to neighboring properties were discussed. Mr. Kadwill requested feedback from the Board of Supervisors prior to submitting a formal Land Development Plan. Jim Caldwell, Township Engineer stated that the Sketch Plan shown at the Meeting addressed items in Rettew's Review Letter dated January 31, 2025 and the plan is pretty straight forward. The Board of Supervisors did not have any objections or concerns with Mr. Burkholder's project as shown on the sketch plan presented.

HIGH ASSOCIATES – REQUEST TO REMOVE PLAYGROUND @ FIELDCREST APARTMENTS

High Associates purchased Stone Creek Apartments in the Fieldcrest Community approximately a year ago. On the lot now owned and maintained by High Associates is a playground that was installed when the development was completed and was shown on the recorded Fieldcrest Subdivision and Land Development Plan. High Associates is requesting permission to remove the playground and erect a 12' X 30' storage building to be used for essential maintenance equipment and supplies. Manager Sawyer stated that the Township received an email stating that the HOA of Fieldcrest has no objections to the removal of the playground.

A motion was made by Ty Zerbe to approve the removal of the playground located on the Stone Creek Apartments lot which is owned and maintained by High Associates per the justification provided. The motion was seconded by Tony Haws and carried unanimously.

STAFF REPORTS

Police Department – Lt. Matt Randolph.

Lt. Matt Randolph was in attendance and provided the Supervisors with a summary of the calls for service within Ephrata Township for the month of January totaling 430 incidents. There were 16 arrests and 12 traffic citations. In addition, the Supervisors were provided with reports from January of 2024 and December of 2024 for comparisons. The monthly report will be kept on file in the office.

Manager Steve Sawyer

- **Parkview Heights Road Paving Project – Resolution & Intergovernmental Agreement.** Manager Sawyer stated that both the Township and Ephrata Borough share a portion of Parkview Heights Road, and a Paving Project is being planned this year. Ephrata Borough has approximately 625 LF portion of the overall proposed project. Manager Sawyer stated that a Resolution approving an Intergovernmental Agreement has been prepared that covers the details of the project. The Parkview Heights agreement uses the same language that was in the 2024 Agreement for the Hammon Avenue paving project. This Resolution and Agreement will also be presented to Ephrata Borough's Highway Committee at their next meeting. Manager Sawyer stated that it is cost effective to work together with adjoining municipalities when a roadway is shared such as this.

A motion was made by Tony Haws to Approve the Resolution authorizing the Intergovernmental Agreement with Ephrata Borough for the Parkview Heights Road paving project. Ephrata Borough's portion of the project will be 625 linear feet. The motion was seconded by Ty Zerbe and carried unanimously.

- **2025 Escalator Clause for Asphalt Bids.** Manager Sawyer requested approval of a Resolution for the 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 2025 bids for road projects and materials. The escalator clause will follow PennDOT regulations.

A motion was made by Ty Zerbe to approve the Resolution for price adjustment of bituminous materials for small quantities for Ephrata Township 2025 bids for road projects and materials. The motion was seconded by Tony Haws and carried unanimously.

- **Ephrata Area Baseball Association – Spring Field Reservation Request.** The Township received a request from the Ephrata Baseball Association to reserve the baseball field at the Ephrata Township Community Park from March 1st through July 31, 2025. 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 Tony Haws to approve the field reservation request from Ephrata Baseball Association to reserve the baseball field at the Ephrata Township Community Park as presented. The motion was seconded by Ty Zerbe and carried unanimously.

In addition, the Township received a request from the Ephrata Youth Baseball Association requesting approval of a program to install advertising signs on the fence of the Ephrata Township Community Park ball field for fundraising purposes. Akron Borough and Clay Township have also received the same requests for their fields. Manager Sawyer stated that the request was to start this program in 2026. There was no action taken by the Board of Supervisors at this time.

- **Planning Commission Appointment.** Manager Sawyer stated that Lamar Stauffer, a Planning Commission member since 2002, passed away in early February. Sympathy flowers were sent to the family. Manager Sawyer requested that the Board of Supervisors provide suggestions for a possible replacement.
- **Upcoming Municipal Meetings – LCPC, LCCD, LCATS and Ephrata Public Library.** Manager Sawyer provided the Board of Supervisors with a list of events being held this spring for the Board of Supervisors to attend. Manager Sawyer requested the Board to notify staff of their availability to RSVP for each event in the near future.

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

Blue Ridge Cable – Plan Reviews for Highway Occupancy
Martin Energy Land Development Plan
E. Mohler Church Subdivision – Lot #9
Allan Auker – As-built Plan & Financial Security Reduction

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

There was no additional information to add to the meeting.

A motion was made by Tony Haws to adjourn the meeting at 8:48 A.M. The motion was seconded by Ty Zerbe and carried unanimously.

Clark R. Stauffer

Anthony K. Haws

J. Tyler Zerbe