

EPHRATA TOWNSHIP SUPERVISORS MEETING

January 3, 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
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.

ORGANIZATIONAL MEETING

Clark Stauffer asked for nominations for a Temporary Chairman. Tony Haws nominated Ty Zerbe. There were no other nominations. A motion was made by Tony Haws to close the nominations and appoint Ty Zerbe as the Temporary Chairman. The motion was seconded by Clark Stauffer and carried unanimously.

Temporary Chairman Ty Zerbe asked for nominations for the Chairman of the Board of Supervisors for 2023. Tony Haws nominated Clark Stauffer as Chairman. There were no other nominations. A motion was made by Tony Haws to close the nominations and to appoint Clark Stauffer as Chairman of the Board of Supervisors for Ephrata Township for 2023. The motion was seconded by Ty Zerbe and carried unanimously.

Clark Stauffer asked for nominations for Vice-Chairman. Tony Haws nominated Ty Zerbe as Vice-Chairman. There were no other nominations. A motion was made by Tony Haws to close the nominations and to appoint Ty Zerbe as Vice-Chairman of the Board of Supervisors for Ephrata Township for 2023. The motion was seconded by Clark Stauffer and carried unanimously.

Clark Stauffer asked for nominations for Secretary. Ty Zerbe nominated Tony Haws as Secretary. There were no other nominations. A motion was made by Ty Zerbe to close the nominations and to appoint Tony Haws as Secretary of the Board of Supervisors for Ephrata Township for 2023. The motion was seconded by Clark Stauffer and carried unanimously.

Clark Stauffer asked for nomination for Treasurer. Tony Haws nominated Ty Zerbe as Treasurer. There were no other nominations. A motion was made by Tony Haws to close the nominations and to appoint Ty Zerbe as Treasurer of the Board of Supervisors for

Ephrata Township for 2023. The motion was seconded by Clark Stauffer and carried unanimously.

Clark Stauffer asked for nominations for Assistant Secretary. Ty Zerbe nominated Steve Sawyer as Assistant Secretary. There were no other nominations. A motion was made by Ty Zerbe to close nominations and to appoint Steve Sawyer as Assistant Secretary of the Board of Supervisors for Ephrata Township for 2023. The motion was seconded by Tony Haws and carried unanimously.

Clark Stauffer requested nominations for the 2023 Police Liaison to represent Ephrata Township and attend the Ephrata Borough Public Safety Committee meetings. Ty Zerbe nominated Tony Haws. There were no other nominations. A motion was made by Ty Zerbe to close the nominations and to appoint Tony Haws as the Police Liaison for 2023. The motion was seconded by Clark Stauffer and carried unanimously.

Clark Stauffer requested recommendations for the Township Elected Auditors concerning the 2023 pay rate for the Secretary, Treasurer, and Supervisors doing work with the Maintenance Department. Tony Haws made a motion to recommend to the Auditors that the pay rate for the Supervisors be the same rate as the Road Superintendent. The motion was seconded by Ty Zerbe and carried unanimously.

Clark Stauffer requested recommendations for the Township Elected Auditors concerning the 2023 pay rate for Supervisors performing mowing or snow removal duties. Ty Zerbe made a motion to recommend to the Auditors that the pay rate for the Supervisors mowing or performing snow removal be \$19.60 per hour for 2023. The motion was seconded by Tony Haws and carried unanimously.

Clark Stauffer requested a motion to set the amount for the Treasurer's Bond for 2023. Ty Zerbe made a motion to establish the amount of the 2023 Treasurer's Bond at \$2,000,000.00. The motion was seconded by Tony Haws and carried unanimously.

Clark Stauffer stated that the Board of Supervisors need to nominate a Vacancy Board Chairman for 2023. Earl Martin served in 2022 and staff was notified that he would do it only if the Township was unable to find another person willing to fill the position due to health reasons. A motion was made by Ty Zerbe to table the 2023 Vacancy Board Chairman position until the next meeting. The motion was seconded by Tony Haws and carried unanimously.

A motion was made by Ty Zerbe to appoint Morgan, Hallgren, Crosswell & Kane, P.C. as Ephrata Township Solicitor for 2023 and Rettew Associates as the Ephrata Township Engineer firm for 2023. The motion was seconded by Tony Haws and carried unanimously.

A motion was made by Tony Haws to appoint William Howard as the Ephrata Township Emergency Management Coordinator for 2023. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to appoint Dale High as the 2023 Ephrata Township Sewage Enforcement Officer and Rettew Associates as the alternate Sewage Enforcement Officer as required by DEP in the event that Dale High is not available in 2023. The motion was seconded by Tony Haws and carried unanimously.

A motion was made by Tony Haws to appoint Associated Building Inspectors, LLC as the Ephrata Township Building Inspectors for 2023. Edward Poorman of ABI, LLC will be the 2023 Ephrata Township Building Code Official. The motion was seconded by Ty Zerbe and carried unanimously.

Tony Haws made a motion to reappoint the following individuals:

Planning Commission – Lamarr Stauffer for a 4-year term; and

Zoning Hearing Board – Kevin Seibert for 5-year term; and

Building Code Appeal Board for 2023 – James Stauffer, Eric Brubaker & Don Good

The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to appoint Carl Haws to the Sewer Authority Board to replace John Michel whose term has expired. The motion was seconded by Tony Haws and carried unanimously.

A motion was made by Tony Haws to set the 2023 compensation for residential Water and Sewer Lateral inspections along with Minor Storm Water Management inspections at a rate of \$50.00. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to set the 2023 compensation for the Zoning Hearing Board members, Planning Commission members, and Building Code Appeals Board members at \$40 per meeting. The motion was seconded by Tony Haws and carried unanimously.

A motion was made by Tony Haws to select Ephrata National Bank as the Township Depository for the 2023 General Fund, Capital Reserve Fund, Liquid Fuels Fund & Non-Uniformed Pension Fund subject to Ephrata National Bank pledging their assets for funds exceeding the amount federally insured. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to appoint Tony Haws as the 2023 Voting Delegate to the State Association Convention. The motion was seconded by Clark Stauffer and carried unanimously.

A motion was made by Tony Haws to set the compensation for the maintenance on-call pager responsibilities for 2023 at \$400.00 per year per road department employee. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to appoint Conrad Siegel, Inc. as the Ephrata Township Actuary for 2023 for the employee's Non-Uniformed Pension Plan. The motion was seconded by Tony Haws and carried unanimously.

A motion was made by Tony Haws to appoint Trout CPA as Ephrata Township's Professional Auditors for 2023. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to appoint Steve Sawyer as the 2023 Chief Administrative Officer for the Ephrata Township Non-Uniformed Pension Plan. The motion was seconded by Tony Haws and carried unanimously.

A motion was made by Tony Haws to appoint Jennifer Carvell as the 2023 Privacy Officer and Security Officer for the HRA Health Insurance Plan. The motion was seconded by Clark Stauffer and carried unanimously.

A motion was made by Ty Zerbe to approve the 2023 Non-Uniform Benefit Package and the Employee Policy Manual, originally adopted on June 20, 2006 and last amended on July 2, 2019. The motion was seconded by Tony Haws and carried unanimously.

A motion was made by Tony Haws to set the paid Holiday Schedule for 2023 as New Year's Day, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Black Friday and Christmas. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to set the Ephrata Township Mileage Reimbursement Rate for 2023 to be the same as the IRS Rate which is currently 65.5 cents per mile. The motion was seconded by Tony Haws and carried unanimously.

A motion was made by Tony Haws to set the Ephrata Township Fee Schedule for 2023 as presented by staff. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to keep the current meeting dates and times for 2023, i.e., the first Tuesday of every month at 7:00 p.m. and the third Tuesday of every month at 7:00 a.m. The motion was seconded by Tony Haws and carried unanimously.

Manager Sawyer notified the Board of Supervisors that his term has expired as a member of the Ephrata Joint Water Authority Board. Clark Stauffer and Steve Sawyer have been the two Ephrata Township representatives on the EAJA Board. Clark Stauffer nominated Steve Sawyer as the Ephrata Joint Water Authority Board member. There were no other nominations. A motion was made by Clark Stauffer to close nominations and appoint Steve Sawyer as the Ephrata Joint Water Authority Board member for another term. The motion was seconded by Ty Zerbe and carried unanimously.

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 December 20, 2022 Supervisors' Minutes and to approve them as presented. The motion was seconded by Ty Zerbe and carried unanimously.

ALAN AUKER – 332 EAST MOHLER CHURCH ROAD – WAIVER OF LAND DEVELOPMENT

Nick Perilli of McCarthy Engineering was present on behalf of his client Alan Auker of 332 East Mohler Church Road at the December 20, 2022 Meeting. Alan Auker recently received Zoning Hearing Board Approval to construct and operate a machine shop on the property. Mr. Auker is proposing to construct a 50' x 140' building on the 44.4-acre farm for the business. The proposed land disturbance area will be less than one acre. Mr. Auker has requested a waiver of land development plan processing for the project. The Board of Supervisors passed a motion to approve a Waiver to Section 301 - Land Development Planning Processing with conditions and direct staff to contact Mr. Auker of the requirements prior to proceeding with the Storm Water Management Plan.

Manager Sawyer notified the Board of Supervisors that he visited Alan Auker and notified him of the conditional approval and invited him to attend the next Supervisors meeting. Alan Auker was present at the meeting. The list of conditions was provided to him and a copy of the plan that was submitted by McCarthy Engineering. Alan Auker stated that he would like to make some changes to the plan and understood the conditions. The Board of Supervisors directed Alan Auker to contact McCarthy Engineering with the changes that he would like to make to the proposed improvements prior to submitting a Storm Water Management Plan to the Township for review and approval.

The Board also discussed with Mr. Auker the storage of non-agricultural items on the farm. Mr. Auker indicated that he was working on having the storage items removed from the property.

STAFF REPORTS

Manager Steve Sawyer

Nothing further to report.

Solicitor

Anthony Schimaneck thanked the Board of Supervisors for the reappointment.

Township Engineer Jim Caldwell reported that he did not have any additional plans/project to report from the last meeting and thanked the Township for the reappointment.

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 8:08 p.m. The motion was seconded by Ty Zerbe and carried unanimously.

Clark R. Stauffer

J. Tyler Zerbe

Anthony Haws