

EPHRATA TOWNSHIP SUPERVISORS MEETING

January 5, 2026

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:	Tony Haws
	Ty Zerbe
	Joe Strosser
Engineer:	Jim Caldwell
Manager:	Steve Sawyer
Admin. Assist.	Jennifer Carvell
Bookkeeper:	Valerie Roark

The meeting was called to order by Vice-Chairman Tony Haws followed by the Pledge of Allegiance to the Flag.

ORGANIZATIONAL MEETING

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

Temporary Chairman Tony Haws asked for nominations for the Chairman of the Board of Supervisors for 2026. Joe Strosser nominated Tony Haws as Chairman. There were no other nominations. A motion was made by Joe Strosser to close the nominations and to appoint Tony Haws as Chairman of the Board of Supervisors for Ephrata Township for 2026. The motion was seconded by Ty Zerbe and carried unanimously.

Tony Haws asked for nominations for Vice-Chairman. Ty Zerbe nominated Joe Strosser as Vice-Chairman. There were no other nominations. A motion was made by Ty Zerbe to close the nominations and to appoint Joe Strosser as Vice-Chairman of the Board of Supervisors for Ephrata Township for 2026. The motion was seconded by Tony Haws and carried unanimously.

Tony Haws asked for nominations for Secretary. Tony Haws nominated Joe Strosser as Secretary. There were no other nominations. A motion was made by Tony Haws to close the nominations and to appoint Joe Strosser as Secretary of the Board of Supervisors for Ephrata Township for 2026. The motion was seconded by Ty Zerbe and carried unanimously.

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Tony Haws asked for nominations for Treasurer. Joe Strosser nominated Ty Zerbe as Treasurer. There were no other nominations. A motion was made by Joe Strosser to close the nominations and to appoint Ty Zerbe as Treasurer of the Board of Supervisors for Ephrata Township for 2026. The motion was seconded by Tony Haws and carried unanimously.

Tony Haws 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 2026. The motion was seconded by Joe Strosser and carried unanimously.

Tony Haws requested nominations for the 2026 Police Liaison to represent Ephrata Township and attend the Ephrata Borough Public Safety Committee meetings. Joe Strosser nominated Tony Haws. There were no other nominations. A motion was made by Joe Strosser to close the nominations and to appoint Tony Haws as the Police Liaison for 2026. The motion was seconded by Ty Zerbe and carried unanimously.

Tony Haws requested nominations for a member to serve on the Ephrata Area Joint Water Authority to replace Clark Stauffer. Ty Zerbe nominated Joe Strosser. There were no other nominations. A motion was made by Ty Zerbe to appoint Joe Strosser as the Ephrata Area Joint Water Authority. The motion was seconded by Tony Haws and carried unanimously.

Tony Haws requested recommendations for the Township Elected Auditors concerning the 2026 pay rate for the Secretary, Treasurer, Chairman and any Supervisor doing work with the Maintenance Department. Joe Strosser made a motion to recommend to the Auditors that the pay rate be increased by 3.5% over the 2025 pay rate. The recommended 2026 pay rate is \$37.01. The motion was seconded by Ty Zerbe and carried unanimously.

Tony Haws requested recommendations for the Township Elected Auditors concerning the 2026 pay rate for Supervisors performing mowing or snow removal duties. Joe Strosser made a motion to recommend to the Auditors that the pay rate for the Supervisors mowing or performing snow removal be \$22.00 per hour for 2026. The motion was seconded by Ty Zerbe and carried unanimously.

Tony Haws requested a motion to set the amount for the Treasurer's Bond for 2026. Joe Strosser made a motion to establish the amount of the 2026 Treasurer's Bond at \$2,500,000.00. The motion was seconded by Ty Zerbe and carried unanimously.

Tony Haws stated that the Board of Supervisors need to nominate a Vacancy Board Chairman for 2026. Shannon Hurst has stated that he would be willing to serve again. A motion was made by Joe Strosser to appoint Shannon Hurst as the Vacancy Board Chairman for 2026. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to appoint Morgan, Hallgren, Crosswell & Kane, P.C. as Ephrata Township Solicitor for 2026 and Rettew Associates as the Ephrata Township Engineering firm for 2026. The motion was seconded by Joe Strosser and carried unanimously.

A motion was made by Joe Strosser to appoint William Howard as the Ephrata Township Emergency Management Coordinator for 2026. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to appoint Dale High as the 2026 Ephrata Township Sewage Enforcement Officer and Rettew Associates as the alternate Sewage Enforcement Officer in the event that Dale High is not available in 2026. The motion was seconded by Joe Strosser and carried unanimously.

A motion was made by Joe Strosser to appoint Associated Building Inspectors, Inc. as the Ephrata Township Residential Building Inspectors for 2026 and Edward Poorman of ABI will be the 2026 Ephrata Township Building Code Official for all residential permits. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to appoint Associated Building Inspections Inc., Code Administrators Inc., and Commonwealth Code Inspection Service, Inc. as the three (3) Commercial Building Inspection Companies for 2026. The motion was seconded by Joe Strosser and carried unanimously.

Joe Strosser made a motion to reappoint the following individuals:

- Planning Commission – Mike Burkholder for a 4-year term; and
- Zoning Hearing Board – Leon Martin for a 5-year term; and
- Sewer Authority – Aaron Groff for a 5-year term; and
- Building Code Appeals Board – 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 HRG as the 2026 Water and Sewer Lateral Inspector at a rate of \$125.00 per inspection. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Joe Strosser to set the 2026 compensation for 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 2026 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 Joe Strosser and carried unanimously.

A motion was made by Joe Strosser to select Ephrata National Bank as the Township Depository for the 2026 General Funds, Capital Reserve Funds, Liquid Fuels Funds & Non-Uniformed Pension Funds subject to Ephrata National Bank pledging their assets for funds exceeding the amount federally insured, and PLGIT for 2026 General Funds and Capital Reserve Funds. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to appoint Joe Strosser as the 2026 Voting Delegate to the PA State Association Convention. The motion was seconded by Tony Haws and carried unanimously.

A motion was made by Joe Strosser to set the compensation for the maintenance on-call responsibilities for 2026 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 2026 for the employee's Non-Uniformed Pension Plan. The motion was seconded by Joe Strosser and carried unanimously.

A motion was made by Joe Strosser to appoint Cherry Bekaert LLP, formerly Herbein CPA, as Ephrata Township's Professional Auditors for 2026. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to appoint Steve Sawyer as the 2026 Chief Administrative Officer for the Ephrata Township Non-Uniformed Pension Plan. The motion was seconded by Joe Strosser and carried unanimously.

A motion was made by Joe Strosser to appoint Jennifer Carvell as the 2026 Privacy Officer and Security Officer for the HRA Health Insurance Plan. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to approve the paid Holiday Schedule for 2026 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 Joe Strosser and carried unanimously.

A motion was made by Joe Strosser to approve the 2026 Non-Uniform Benefit Package and the Employee Policy Manuel, originally adopted on June 20, 2006 and last amended on July 2, 2019. 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 2026 to be the same as the IRS Rate which is currently 72.5 cents per mile. The motion was seconded by Joe Strosser and carried unanimously.

A motion was made by Joe Strosser to set the Ephrata Township Fee Schedule for 2026 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 2026, 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 Joe Strosser 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 Joe Strosser and carried unanimously.

APPROVAL OF MINUTES

A motion was made by Ty Zerbe to dispense with the reading of the December 16, 2025 Supervisors' Minutes and to approve them as presented. The motion was seconded by Joe Strosser and carried unanimously.

FRY ESTATE SUBDIVISION – JOHN FUEHRER, FUEHRER ASSOCIATES

John Fuehrer Associates and property owner Simon Fry were in attendance to represent the plan. John Fuehrer stated that the proposed subdivision was to create three tracts out of the existing two tracts that comprise the Frysville Farms property. The existing 71.93-acre lot 2 would remain as is and the existing 140-acre lot 1 is proposed to be subdivided along the centerline of Frysville Road to create a 100-acre tract and a 40+acre tract. Each new parcel has an existing dwelling occupied by three of the Fry siblings. The entire Frysville Farms property is preserved through the Lancaster County Agricultural Preserve Board (LCAPB). LCAPB approval is required for the Subdivision. There are no improvements proposed to any of the properties and the current Frysville Farms operation and use of the property will be unchanged. The Board of Supervisors were provided with Rettew Associates Review Letter dated December 18, 2025 along with the Ephrata Township's Planning Commission's recommendations for their review prior to the meeting. There are Modifications being requested.

A motion was made by Ty Zerbe to approve the Modification Request for Section 404.A, 402.A.1 – Drafting Standards based upon the justification and alternative provided with the condition that the applicant increase the text size to be legible when printed full size. The motion was seconded by Joe Strosser and carried unanimously.

A motion was made by Joe Strosser to approve the Modification Request for Section 402.C.1 – Existing Contours based upon the justification provided. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to approve the Modification Request for Section 602.I.3 – Driveways based upon the justification and alternative provided with the condition that the applicant provide an exhibit to accompany the ownership, use, access, and maintenance agreement. The motion was seconded by Joe Strosser and carried unanimously.

A motion was made by Joe Strosser to deny the Modification Request for Section 602.A.7, 603.B, 603.C – Reconstruction of Perimeter Streets Including Sidewalks and Curbs but to defer the improvements until such times as the Township, at its sole

discretion, determines that the improvements are necessary in the area. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to approve the Modification Request for Section 606.G – Easements based upon the justification provided. The Motion was seconded by Joe Strosser and carried unanimously.

A motion was made by Joe Strosser to approve the Modification Request for Section 607.A – Survey Monuments and Markers based upon the justification and alternative provided. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Joe Strosser to approve the Final Subdivision Plan for the Fry Estate conditional upon Rettew Associates Letter dated December 18, 2025. The motion was seconded by Ty Zerbe and carried unanimously.

STAFF REPORTS

Manager Steve Sawyer

- **Bollinger Subdivision – DEP No Building “Ag Exemption” Waiver.** The Board of Supervisors were provided with a narrative of the Bollinger Family Partners, LP project for their review prior to the meeting. The Bollingers own a 121.94-acre farm located at 340 West Meadow Valley Road. The farm is located in both Warwick and Ephrata Township. The Board approved the subdivision plan at their November 4, 2025 meeting. The plan creates a 67.5-acre parcel in Ephrata Township. The Bollingers will continue to farm the Ephrata Township tract and no buildings or improvements are proposed.

A motion was made by Ty Zerbe to approve the DEP Non-Building “Ag Exception” Waiver as presented. The motion was seconded by Joseph E. Strosser and carried unanimously.

- **Caring Acres – Time Extension to Act On the Plan.** The Township received a letter from Diehm and Sons on behalf of Caring Acres dated December 19, 2026 granting the Township a 120-day time extension to act on the Final Land Development Plan. There are still zoning items that need to be addressed with Ephrata Borough. The new deadline to act on the plan will be June 17, 2026.

A motion was made by Joseph Strosser to accept the time extension of 120 days to act on the Caring Acres Land Development Plan. The new deadline will be June 17, 2026. The motion was seconded by Ty Zerbe and carried unanimously.

- **Resolution – Ephrata National Bank – Authorized Signers.** The Board of Supervisors were presented with a Resolution authorizing the removal of Clark Stauffer as a signer and adding Joseph E. Strosser and Steven A. Sawyer to all ENB accounts.

A motion was made by Ty Zerbe approving the Resolution authorizing the removal of Clark Stauffer and adding Joseph E. Strosser and Steven A. Sawyer as new signers as presented. The motion was seconded by Joe Strosser and carried unanimously.

Solicitor – Tony Schimaneck

Anthony Schimaneck was not in attendance.

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

- Steinmetz Road – Sketch Plan
- Jeff Burkholder – Land Development Plan
- Fry's Estate – Final Subdivision Plan
- Overlook Estate – Sketch Plan
- Weber/Summit Tract – Subdivision Plan
- MS4 2026 Permit

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 Joe Strosser and carried unanimously.

CORRESPONDENCE

Joe Strosser stated that there was no additional correspondence that had not already been discussed.

A motion was made by Ty Zerbe to adjourn the meeting at 7:50 p.m. The motion was seconded by Joe Strosser and carried unanimously.

Anthony K. Haws

J. Tyler Zerbe

Joseph E. Strosser