

EPHRATA TOWNSHIP SUPERVISORS' MEETING

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

2024 AUDIT / FINANCIAL STATEMENTS – MEGAN THOMPSON, HERBEIN + COMPANY INC.

Megan Thompson of Herbein + Company Inc. presented a summary and overview of the 2024 Financial Statements and stated that the Township had an unmodified (clean) opinion and ended 2024 with income 7% over budget. The Township switched to Modified Cash Basis instead of Accrual Basis in 2022. Manager Sawyer stated that Megan and her staff have been great to work with again this year. The Financial Statements will be kept on file at the Township Office and a Summary will be advertised as required.

MARTIN ENERGY – REVISED FINAL LAND DEVELOPMENT PLAN

Tom Matteson of Diehm & Sons was present on behalf of Martin Energy to present the Final Land Development Plan to the Board of Supervisors. The Board of Supervisors were given Rettew Associates Review Letter dated March 12, 2025 for review prior to the meeting. Martin Energy are proposing to remove 15,760 square feet of existing buildings and replace them with a 12,000 square foot building. There will be no additional employees and the proposed project will reduce impervious coverage on the site. Martin Energy is providing a 15-foot easement for a future rail trail extension and on a prior recoded plan, provided right-of-way to the Township for the Mohler Church Road bridge replacement project.

A motion was made by Ty Zerbe to approve the waiver request for Section 406 – Traffic Study based upon the justification provided. The motion was seconded by Tony Haws and carried unanimously.

A motion was made by Tony Haws to approve the waiver request for Section 602.A.7, 603.B, 603.C – Reconstruction of Existing Street including Curb and Sidewalks 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 603.A.9 – Parking Area Paving Standards based upon the justification provided. The motion was seconded by Tony Haws and carried unanimously.

A motion was made by Tony Haws to approve the modification request for Section 603.C.1 – Interior Curb based on the justification provided. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to approve the waiver request for Section 607.A – Concrete Monuments based upon the justification provided. The motion was seconded by Tony Haws and carried unanimously.

A motion was made by Tony Haws to approve the waiver request for Section 609.B.3 – Screening of the Parking lot from West Mohler Church Road based upon the justification provided. The motion was made by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to approve the waiver request for Section 609.E. – Street Trees based upon the justification provided. The motion was seconded by Tony Haws and carried unanimously.

A motion was made by Tony Haws to approve the Final Land Development Plan for Martin Energy subject to Rettew Associates Review Letter dated March 12, 2025. The motion was seconded by Ty Zerbe and carried unanimously.

MIDDLE CREEK SEARCH AND RESCUE – REQUEST TO USE THE PARK FOR TRAINING

The Supervisors were given an email dated March 5, 2025 from Mitch Merkel of Middle Creek Search and Rescue requesting approval to conduct a K9 Training Session at the Ephrata Township Community Park. Manager Sawyer notified the Board of Supervisors that the Township received the same request in 2023. Mitch Merkel came to a meeting at that time to explain the training. The Board approved the training request in 2023 and it was also supported by the Ephrata Police Department. Lt. Matt Randolph stated that MCSR is still being used by the Ephrata Police Department. Manager Sawyer stated that the date has not yet been determined, but it will take place after dusk when the park is closed and recommended approval with the same conditions as 2023.

A motion was made by Ty Zerbe to allow Middle Creek Search and Rescue to use the community park for a training event when the park is closed to the public with the condition that MCSR provides a Certificate of Insurance, installs signage of the training event at the entrance to the park and notifies the Ephrata Police Department after a date has been established. 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 February totaling 356 incidents. There were 18 arrests and 10 traffic citations. In addition, the Supervisors were provided with reports from February of 2024 and January of 2025 for comparisons. The monthly report will be kept on file in the office.

Lt. Randolph added that an event was held by Friends of Ephrata Police for a Neighborhood Crime Watch Meeting with the goal of educating residents throughout the Ephrata Area. A Pod Cast can be viewed on Lancaster Connects.

Manager Steve Sawyer

- **Allen Auker – Financial Security Reduction.** Manager Sawyer stated that the Township received a request for the full release of financial security from Allen Auker for the 332 E. Mohler Church Road Storm Water Management Plan. The Board of Supervisors were provided with a Financial Security Review Letter from Rettew Associates dated March 4, 2025. A motion was made at the March 4, 2025 Supervisors meeting approving the reduction of the financial security leaving a balance of \$12,000.00 subject to the conditions in Rettew Associates Letter. Manager Sawyer stated that he prepared and delivered a letter for Allen to sign addressing the conditions for the reduction of his financial security. Allen forwarded to the Township a letter that he prepared dated March 15, 2025 and was in attendance along with his brother James Auker and Noah Stauffer, his business partners. Manager Sawyer expressed his concerns with

the items that differed between the letter prepared by the Township and the letter prepared by Allen Auker. Mr. Auker stated the reasons for the differences in his letter.

After discussion, The Board of Supervisors directed Manager Sawyer to create a new letter for execution by Allen Auker with the minor changes to the deadline for removing certain items from the farm and clarify what items needed to be removed or stored inside the commercial building.

- **Blue Ridge CATV Road Occupancy Permit – Riverview Drive / Heritage and Hilldale Drive.** The Board of Supervisors received two (2) Rettew Associates Review Letters dated March 11, 2025 for the Blue Ridge Utility Construction Plan to upgrade conduit throughout two (2) developments within Ephrata Township. The roads will be Heritage, Riverview and Hilldale.

A motion was made by Ty Zerbe to approve the Road Occupancy Permit for Heritage Road/Riverview Drive and Hilldale Drive based upon the conditions contained in Rettew Associates Letters dated March 11, 2025. The motion was seconded by Tony Haws and carried unanimously.

- **Ordinance – Fire Emergency Services Cost Reimbursement.** The Board of Supervisors were provided with an Ordinance recently adopted by Ephrata Borough concerning cost reimbursement for fire and emergency services. The primary purpose of the Ordinance is to help recoup fire emergency services cost from insurance companies. Some concerns were discussed with some of the language within the Ordinance. Manager Sawyer stated that representatives from the Pioneer Fire Department are planning to attend one of the April Board meetings to answer any question and discuss the ordinance with the Board.
- **Planning Commission Appointment.** Manager Sawyer stated that Andy Bollinger has agreed to serve on the Planning Commission. There is currently an opening to complete the term for Lamar Stauffer. Manager Sawyer stated that the next Planning Commission Meeting is scheduled for Tuesday, March 25, 2025.

A motion was made by Ty Zerbe to appoint Andy Bollinger of 340 W. Meadow Valley Road to fill the remaining term of Lamar Stauffer. The motion was seconded by Tony Haws and carried unanimously.

- **Ordinance – Supervisor Compensation.** Manager Sawyer stated that Act 94 of 2024 amended the Second Class Township Code to adjust the maximum thresholds for supervisor compensation. An Ordinance would be required to change the Supervisor compensation. Any increase in compensation would only affect Supervisors elected after the date of the Ordinance.

A motion was made by Tony Haws authorizing staff to move forward with preparing an Ordinance to increase the compensation for a newly elected Supervisor to the maximum rate permitted by Act 94. The motion was seconded by Ty Zerbe and carried unanimously.

- **Seasonal Maintenance Department Employees.** Manager Sawyer stated that the 2025 budget included funding for (2) temporary seasonal summer maintenance workers. Sam McCracken worked with the road crew last year and is available to work again this upcoming year over his college summer break. In addition, the Township has received a second application from Caleb Grant who is currently an Ephrata High School Student.

A motion was made by Tony Haws to approve the hiring of Sam McCracken and Caleb Grant as temporary seasonal maintenance workers. The motion was seconded by Ty Zerbe and carried unanimously.

- **3/10/2025 Farmer's Meeting – Donation to the Lincoln Fire Company for the use of their facility.** Manager Sawyer stated that a Farmer's educational meeting was held at the Lincoln Fire Company on March 10th. Farmers from Ephrata Township and Clay Township were invited to the meeting. The meeting included storm water management topics that will help the Township meet one of the MS4 program requirements. Manager Sawyer stated that 6-8 members of the Lincoln Fire Company were present to set up for the meeting and also cleaned up after the meeting. Manager Sawyer recommended giving a special donation to the Lincoln Fire Company for the use of their facility and their efforts to make the event successful.

A motion was made by Ty Zerbe to approve a special donation to Lincoln Fire Company in the amount of \$250.00 for the use of the Lincoln Fire Company Facility on March 10, 2025. The motion was seconded by Tony Haws and carried unanimously.

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

Jonathan Martin Lot Add-On and SWM Plan
Kenneth High Storm Water Management Plan
Mark and Lorraine Martin Land Development Plan
Martin Energy Land Development Plan
AB Martin Land Development Plan

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.

March 18, 2025 Supervisors' Meeting minutes continued

A motion was made by Tony Haws to adjourn the meeting at 9:25 A.M. The motion was seconded by Ty Zerbe and carried unanimously.

Clark R. Stauffer

Anthony K. Haws

J. Tyler Zerbe