

## EPHRATA TOWNSHIP SUPERVISORS MEETING

November 4, 2025

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
Admin. Asst.:	Jennifer Carvell
Bookkeeper:	Valerie Roark
Engineer:	Jim Caldwell
Solicitor:	Tony Schimaneck

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 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 October 21, 2025 Supervisors' Minutes and to approve them as they have been presented. The motion was seconded by Ty Zerbe and carried unanimously.

### BOLLINGER FAMILY SUBDIVISION – TOM MATTESON, DIEHM AND SONS

Tom Matteson from Diehm and Sons was in attendance to present the plan. Tom Matteson stated that the Bollinger family is the owner of a 121-acre tract located in Ephrata Township and Warwick Township. There is an existing single-family dwelling and barn located on the Warwick Township portion of the tract. The proposed plan would be to subdivide the tract into two parcels creating a 67.5 acre Ephrata Township parcel and a 53.9 acre Warwick Township parcel. The entire property is preserved through the Lancaster County Agricultural Preserve Board (LCAPB). LCAPB has approved the proposed subdivision. There are no current plans to construct a dwelling or any buildings on the Ephrata Township parcel at this time. The Board of Supervisors were given Rettew Associates Review Letter dated October 7, 2025 along with the Ephrata Township Planning Commission and the Lancaster County Planning

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Commission recommendations for their review prior to the meeting. There are some waiver/modification requests for the Board of Supervisors to consider.

A motion was made by Ty Zerbe to approve the modification request for Section 403.A – Plan Scale based upon the alternative and 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 403.D.20, 403.D.23, 610.C – Sewage Primary & Replacement Area Testing, subject to the applicant processing a non-building waiver request with the Pennsylvania Department of Environmental Protection (PA DEP). The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to approve the modification request for Section 407 – Wetlands 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, 602.G.1, 603.B.1, 603.C.1, 602.G1 – Reconstruction of Perimeter Streets Including Additional Right-Of-Way, Curb, Sidewalk and Street Trees based on the justification that was provided. The motion was seconded by Ty Zerbe and carried unanimously.

The Waiver request for Section 607.A – Concrete Monuments along Street Right-Of-Way was officially withdrawn by the applicant because it was determined that it was not necessary.

A motion was made by Ty Zerbe to approve the Bollinger Family Final Subdivision Plan subject to the conditions contained in the Rettew Associates Review Letter dated October 7, 2025. The motion was seconded by Tony Haws and carried unanimously.

JEFF BURKHOLDER SHOP LAND DEVELOPMENT PLAN, MATT KADWILL, NYE CONSULTING

Matthew Kadwill from Nye Consulting Services was present to present the Land Development Plan. Jeff Burkholder is proposing to build a 6,000 square foot building to be used as a contractor's shop on a 1.15 -acre parcel on Glenwood Drive adjacent to the Outback 4 x 4 property which he also owns. The shop will be connected to public sewer and a well. The Board of Supervisors were provided with Rettew Associates Review letter dated October 31, 2025 and Ephrata Township Planning Commission and Lancaster County Planning Commission recommendations for their review prior to the meeting. Waivers are being requested by the applicant.

A motion was made by Tony Haws to approve the Waiver request to Section 305 & 306.A.1 – Preliminary Plan Processing Procedures based upon the alternative and justification provided. The motion was seconded by Ty Zerbe and carried unanimously.

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A motion was made by Ty Zerbe to deny the Waiver request to Section 602.A.7, 603.B, 603.C – Reconstruction of perimeter streets, providing curbing and sidewalks but to allow the applicant to defer the reconstruction of Glenwood Drive and the installation of curbing and sidewalks until such times as the Township, at its sole discretion, determines that improvements are necessary in the area. The motion was seconded by Tony Haws and carried unanimously.

A motion was made by Tony Haws to approve the Waiver request to Section 603.A.8 – Lighting conditional upon the applicant preparing an alternative lighting plan acceptable to the Township. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to approve the Modification request to Section 609.E.8 – Street Trees conditional upon the applicant preparing an alternative landscape plan acceptable to the Township that includes street trees at the southeast corner of the site with the remaining number of street trees distributed on the lot. The motion was seconded by Tony Haws and carried unanimously.

A motion was made by Tony Haws to approve the Modification request to Section 602.E.7 – Clear Sight Triangle based on the justification and alternative provided. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to approve the Waiver request for Stormwater Management Section 407.24.a.4 – Minimum Pipe Diameter based on the justification and alternative 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 subject to the conditions in Rettew Associates Review Letter dated October 31, 2025. The motion was seconded by Ty Zerbe and carried unanimously.

## STAFF REPORTS

### Manager Steve Sawyer

- **Lancaster County Hazard Mitigation Plan.** Manager Sawyer stated that the current Lancaster County Hazard Mitigation Plan was prepared by Lancaster County Emergency Management Agency in 2019. Lancaster County has prepared an updated plan that municipalities must adopt to be eligible for any federal funding for hazard mitigation and disaster funds. Manager Sawyer recommending adopting the Resolution as presented.

A motion was made by Ty Zerbe to approve the resolution officially adopting the 2025 Lancaster County Hazard Mitigation Plan as presented. The motion was seconded by Tony Haws and carried unanimously.

- **446 North Reading Road – Release of Financial Security.** The Board of Supervisors were provided with Minutes from a previous meeting in December 2024 authorizing a reduction to financial security for this project to a balance of \$14,980.00 which is 10% of the original amount. Steve Sawyer stated that a meeting took place with Scott Cover and EAJA last week to discuss a project to modify the EAJA water flowing into the basin. EAJA's engineer will prepare a

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plan for the proposed project. Since this work will be completed by EAJA and not the developer, staff recommended the full release of the remaining financial security.

A motion was made by Tony Haws to approve the release of the financial security for 446 North Reading Road in the amount of \$14,980.00 plus accrued interest as recommended by staff. The motion was seconded by Ty Zerbe and carried unanimously.

- **Concrete Walls Unlimited – Time Extension to Act on the Plan.** Jerry Gibboney of Burget & Associates sent a letter to the Township on behalf of Concrete Walls Unlimited granting a time extension to Act on the Plan until February 17, 2026. Manager Sawyer stated that they have items that need to be revised following a Rettew Associate's Review Letter and recommended that the Board accept the time extension.

A motion was made by Ty Zerbe to accept the time extension granted by Concrete Walls Unlimited to act on the Final Plan. The new deadline is February 17, 2025. The motion was seconded by Tony Haws and carried unanimously.

- **Ephrata Crossing and Lakeside Villas – Financial Security Reductions.** The Township received a request from Rick Stauffer to release or reduce financial security for Ephrata Crossings Phase 1, Phase 2, Phase 3, Phase 4, and Lakeside Villas. The Board of Supervisors were provided with a Rettew Associate's Review letter providing recommendations for each project.

A motion was made by Tony Haws to approve the full financial security release for Ephrata Crossings Phase 2 in the amount of \$69,787.20 subject to Rettew Associate's Letter dated October 30, 2025. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to approve the financial security reduction for Ephrata Crossings Phase 3 in the amount of \$78,822.73 leaving a new outstanding balance of \$87,559.41 subject to Rettew Associate's Letter dated October 30, 2025. The motion was seconded by Tony Haws and carried unanimously.

A motion was made by Tony Haws to approve the full financial security release for Lakeside Villas in the amount of \$59,547.65 subject to Rettew Associate's Letter dated October 30, 2025. The motion was seconded by Ty Zerbe and carried unanimously.

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A motion was made by Ty Zerbe to approve the financial security reduction for Ephrat Crossings Phase 4 in the amount of \$36,265.13 leaving a new outstanding balance of \$26,506.23 subject to Rettew Associate's letter dated October 30, 2025.

Jim Caldwell stated that a request for the release of the Ephrata Crossing Phase 1 – Off Lot Improvements was also received. The 18 Month Maintenance Guarantee for Quarry Ridge Drive will expire in February of 2026. Staff recommended postponing the Financial Security release until the expiration of the Maintenance Guarantee for Quarry Ridge Road.

A motion was made by Tony Haws to postpone the release of the Ephrata Crossing Phase 1 – Off Lot Improvements, until the expiration of the Maintenance Guarantee as recommended by staff. The motion was seconded by Ty Zerbe and carried unanimously.

**Solicitor – Tony Schimaneck**

Solicitor Schimaneck stated that the Well Isolation Agreement for the Zimmerman property on Glenwood Drive has been executed and is ready to be recorded. In addition, staff has been working with the Township and will be recording 20 Street Light Liens for 2025. His office received a draft of a Zoning Ordinance Amendment on Data Centers and Animal Regulations and will be reviewing it prior to the next Board meeting.

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

Bergstrausse-StayAPT Hotel - Land Development Plan  
Concrete Walls Unlimited - Land Development Plan  
AB Martin Roofing – Land Development Plan  
Ephrata Crossing – Financial Security Reductions  
Jeff Burkholder – Land Development Plan  
Bollinger Family – Subdivision 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.

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A motion was made by Tony Haws to adjourn the meeting at 8:12 P.M. The motion was seconded by Ty Zerbe and carried unanimously.

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Clark R. Stauffer

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J. Tyler Zerbe

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Anthony Haws