

EPHRATA TOWNSHIP SUPERVISORS' MEETING

October 17, 2023

The Ephrata Township Supervisors met this date at 7:00 a.m. at the Ephrata Township Office Building, 265 Akron Road, Ephrata, Pennsylvania.

Present were Supervisors: Clark Stauffer
Tony Haws
Twp. Manager: Steve Sawyer
Admin Assist: Jennifer Carvell
Police: Sgt. 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 Tony Haws to close the Public Comment Period. The motion was seconded by Clark Stauffer and carried unanimously.

APPROVAL OF MINUTES

A motion was made by Tony Haws to dispense with the reading of the October 3, 2023 Supervisors' minutes and to approve them as presented. The motion was seconded by Clark Stauffer and carried unanimously.

MH EBY – WAIVER OF LAND DEVELOPMENT PLAN PROCESSING

Benjamin Craddock of Lancaster Civic was present on behalf of MH Eby. The Board of Supervisors were provided with a letter dated September 14, 2023 from Lancaster Civil Engineering Company requesting a Waiver of Land Development Plan Processing for a proposed pole building on MH Eby's existing property located at 502 Alexander Drive. Mr. Craddock explained that the location of the proposed building is currently blacktop and stone and the operation of the business is not changing. The purpose of the building is so that the employees and product will no longer be exposed to inclement weather and extreme temperatures and wind when loading their products onto trucks. A Rettew Letter dated October 13, 2023 in response to MH Eby's request was also provided to the Board of Supervisors for their review prior to the meeting. Manager Sawyer and Rettew Associates recommended approval per the justification provided with conditions outlined in the Rettew Letter dated October 13, 2023.

A motion was made by Tony Haws to approve a modification request to Section 305, 306 – Land Development Plan Processing as it relates to the construction project per the justification provided and subject to the conditions being addressed to the satisfaction of the Township as per Rettew's Letter dated October 13, 2023. The motion was seconded by Clark Stauffer and carried unanimously.

EPHRATA CROSSING – PHASE 3 REQUEST TO BEGIN SITE IMPROVEMENTS PRIOR TO RECORDING FINAL LAND DEVELOPMENT PLAN

Rick Stauffer, Developer of Ephrata Crossings was present. Manager Sawyer stated that Mr. Stauffer is requesting to begin site improvements prior to recording the Final Land Development Plan due to limited time before the winter weather approaches. At a prior Supervisors' Meeting, a motion was made approving the Ephrata Crossings Phase 3 Final Land Development Plan based on the Township Engineer's letter dated August 22, 2023 and requesting that the owner consider adding a walking trail to the existing Ephrata Township Community Park's walking trail. The items in the Rettew Associates letter are currently being addressed along with the required agreements and financial security. Rick Stauffer submitted a formal request dated October 12, 2023 to the Township acknowledging that it is at his own risk to begin site improvements prior to recording the final plan. Manager Sawyer stated that he discussed the request with the Township's Engineer and staff did not have any issues with the request.

A motion was made by Tony Haws approving the request to begin the site improvements for the Ephrata Crossing Phase 3 project prior to recording the final plans and agreements based on the developer acknowledging that he assumes all risk in doing so. The motion was seconded by Clark Stauffer and carried unanimously.

STAFF REPORTS

Police Department – Sgt. Matt Randolph.

Sgt. Matt Randolph was in attendance and provided the Supervisors with a summary of the calls for service within Ephrata Township for the month of August totaling 448 incidents. There were 23 arrests and 32 traffic citations. The monthly report will be kept on file in the office.

Manager Sawyer stated that he has been in contact with Borough Manager, Nancy Harris and the formal Resolution approving an Intergovernmental Cooperation Agreement for the new 2025-2029 police contract will be on the agenda for the Board's approval at the next meeting scheduled for November 7th. The Board was informed that this action can now legally be done by resolution instead of an Ordinance as was required for prior agreements.

Township Manager – Steve Sawyer.

• **Concept Excavating - Financial Security Release.**

Manager Sawyer stated that Concept Excavating has requested full release of their financial security. Their Letter of Credit is due to renew in the very near future and all improvements have been completed and As-built Plans have been submitted to Rettew Associates for their review. Manager Sawyer recommended

to the Board of Supervisors approving the full release of the financial security subject to Rettew Associates review and approval of the as-built plans.

A motion was made by Tony Haws to approve the full release of the Financial Security for Concept Excavating subject to Rettew Associates review and approval of the as-built plans for the project. The motion was seconded by Clark Stauffer and carried unanimously.

Clark Stauffer stated that a 5-minute recess will be taken at this time and then the meeting will resume with the 2024 budget work session.

2024 BUDGET WORK SESSION

Manager Sawyer presented the proposed 2024 general fund budget and the 2024 liquid fuels / highway budget to the Board. The proposed budget does not include a real estate tax increase.

Manager Sawyer informed the Board that the Township is required to spend the remaining ARPA funds in 2024. He is waiting for direction from the Township Auditor as to whether these funds (estimated to be \$430,000) should be included in the 2024 General Fund Budget. The remaining ARPA funds will be used to purchase a new dump truck, a new culvert / road improvements on Akron Road and a new roof for the municipal building and salt shed.

A motion was made by Tony Haws to approve the 2024 Preliminary General Fund Budget and the 2024 Liquid Fuels / Highway Budget as presented. The motion was seconded by Clark Stauffer and carried unanimously.

The 2024 preliminary budget will be advertised and available for review by the public during regular business hours. The 2024 final budget is scheduled to be adopted by the Board at their regular meeting on December 5, 2023 at 7:00 p.m.

APPROVAL OF BILLS

A motion was made by Tony Haws to accept the list of checks written and to pay any bills pending. The motion was seconded by Clark Stauffer and carried unanimously.

CORRESPONDENCE

There was no additional information reported.

October 17, 2023 Supervisors' Meeting minutes continued

A motion was made by Tony Haws to adjourn the meeting at 8:45 AM. The motion was seconded by Clark Stauffer and carried unanimously.

Clark R. Stauffer

Anthony K. Haws

J. Tyler Zerbe