

EPHRATA TOWNSHIP SUPERVISORS' MEETING

October 18, 2022

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
Ty Zerbe
Anthony Haws
Manager: Steven Sawyer
Admin Assist: Jennifer Carvell
Engineer: Jim Caldwell
Police: Lieutenant Thomas Shumaker

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 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 October 4, 2022 Supervisors' minutes and to approve them as presented. The motion was seconded by Ty Zerbe and carried unanimously.

ZIMMERMAN SUBDIVISION (RIDGE AVENUE) – REQUEST FOR DEFERRAL OF PLAN REVIEW

The Board of Supervisors were provided with a letter dated August 26, 2022 from Michael Hartman of DH Enterprises requesting a Plan Deferral for the Zimmerman Subdivision Plan along with a Review Letter from Rettew Associates dated September 30, 2022. Michael Hartman was in attendance to present the plan and answer any questions from the Board of Supervisors. The plan is proposing the subdivision of the tract located at 660 Main Street into six parcels. Three (3) of the parcels shall be annexed to the existing properties of Timothy Martin and Rodney Zeist. The remaining two (2) properties along Main Street and a parcel with road frontage on Ridge Avenue are intended to be developed with single family dwellings sometime in the future. No development or construction is planned as a part of this subdivision plan. The proposed lot line changes are all located in Ephrata Borough.

A motion was made by Ty Zerbe to approve the waiver of plan processing as it relates to this application and defer the review of the subdivision plan to Ephrata Borough subject to the applicant limiting the use of the proposed Lot 1 to one single family dwelling and permitted accessory uses and adding the following note to the plan sheet to be recorded. The motion was seconded by Tony Haws and carried unanimously.

STAFF REPORTS

Police Department – Monthly Report

Lt. Tom Shumaker provided the Supervisors with a summary of the calls for service within Ephrata Township for the month of September totaling 349 incidents. There were 5 arrests and 13 traffic citations.

Lt. Shumaker notified the Board of Supervisors that he is retiring on November 30, 2022. He thanked the Township for allowing him to serve Ephrata Township over the past seventeen years. In return, the Board of Supervisors and Manager Sawyer also thanked him for his service. Lt. Shumaker has been instrumental in the negotiation process for our police contracts with Ephrata Borough since 2005. Lt. Shumaker has also done an excellent job in overseeing the police budget and various capital purchases over the years.

Manager Steve Sawyer

- **Ephrata Mennonite School – Possible Zoning Text Amendment - Signs.**
Manager Sawyer stated that the Ephrata Mennonite School submitted a permit for an electronic sign for their new location and was informed that the current Ephrata Township Zoning Ordinance does not allow schools to have signage larger than 20 square feet. Manager Sawyer and Jim Caldwell met with Claudia Shank and discussed a possible Zoning Ordinance text amendment. A draft of a proposed text amendment was prepared by Attorney Shank and submitted to the Board of Supervisors with the request that they authorize staff to forward the proposed amendment to the Ephrata Township Planning Commission and Lancaster County Planning Commission for their review and comments. There was discussion regarding the language provided for the Residential District which would not impact the School District and could be changed in the future if desired.

A motion was made by Tony Haws to authorize staff to submit the zoning text amendment to the sign regulations to the Ephrata Township Planning Commission and Lancaster County Planning Commission for their review and comments subject to the amendment being revised to eliminate the proposed change to the maximum size of signs in the residential zoning districts. The motion was seconded by Ty Zerbe and carried unanimously.

- **Garden Spot / Route 272 Traffic Signal – Emergency Pre-Exemption Project.**
An email dated September 26, 2022 from Sharyn Young, Director of Community Development of East Cocalico Township notifying the Township that the additional wires needed for the emergency pre-emption will not fit within the

existing conduit under the roadways. Ephrata Township and East Cocalico Township share the cost and maintenance of this traffic signal. CM High provided cost estimates to run a new conduit under Route 272 or running the wires up the signal mast and spanning over 272. The underground conduit was recommended by John Schick of Rettew Associates in the amount of \$12,670.49 and the overhead wires came in at a lesser amount of \$5,750.00. The Board of Supervisors of East Cocalico have agreed that running the underground conduit would be the best option.

A motion was made by Tony Haws to approve Ephrata Township paying 50% of the cost for the installation of the new conduit for the Emergency Pre-Exemption Project at Route 272 and Garden Spot Road in the amount of \$6,335.25 The motion was seconded by Ty Zerbe and carried unanimously.

- **1011 Hammon Avenue – Request for No Parking Zone.** A letter dated October 2, 2022 and pictures were provided to the Township from Jill Millhouse of 1011 Hammon Avenue. Ms. Millhouse has concerns with recent parking situation at Hammon Avenue and Meadow Valley Road. Ms. Millhouse is requesting that the Township consider placing “No Parking Here to Corner” signs from her driveway to Meadow Valley Road. She feels that there are safety concerns and that a vehicle parked there could also potentially interfere with plowing snow. Jim Caldwell stated that “No Parking” restrictions need to meet warrants by doing traffic studies to prove that it is needed or it could not be enforced. The standard PA Vehicle Code does not permit parking within twenty feet of a crosswalk.

A motion was made by Ty Zerbe to send a letter to Jill Millhouse of 1011 Hammon Avenue notifying her that the Township has denied her request for a no parking zone on Hammon Avenue based on the input from the Township Engineer. The motion was seconded by Tony Haws and carried unanimously.

- **Autumn Hills – Financial Security Reduction.** A letter from Kyle Horst of Horst & Son and a Letter from Rettew Associates dated October 17, 2022 was provided to the Board of Supervisors for their review prior to the meeting. Horst & Sons is requesting a financial security reduction for Phase 3 and the release of the financial security for Phase 4 of Autumn Hills.

A motion was made by Tony Haws to approve a reduction in the financial security for Autumn Hills Phase 3 in the amount of \$385,553.00 leaving an outstanding balance of \$48,778.00 conditional upon Rettew Associates Letter dated October 17, 2022. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to approve the full release of the financial security for Phase 4 of Autumn Hills. The motion was seconded by Tony Haws and carried unanimously.

- **160 Parkview Heights – Property Maintenance Issue.** Manager Sawyer notified the Board of Supervisors that the property located at 160 Parkview Heights has been abandoned since 2019. Numerous complaints have been received over the years. The Township has sent numerous letters to the property owner and contacted her by telephone several times regarding high grass and weed complaints. A neighbor was mowing the lawn on occasion but has discontinued doing so and the property was recently broken into and now there is additional trash on the property along with high grass and weeds. A certified letter was sent and received by the property owner but no action was taken. Manager Sawyer requested that the Board of Supervisors authorize him to contact the property owner by phone notifying her that a civil complaint will be filed by the Township if the property is not cleaned-up in the near future.

A motion was made by Tony Haws authorizing staff to contact the property owner of 160 Parkview Heights Road notifying her that the property needs to be cleaned-up within thirty (30) days and if she does not comply a Civil Suit will be filed by the Township. The motion was seconded by Ty Zerbe and carried unanimously.

- **Temporary Road Closure – Mohler Church Road Subdivision – Sewer and Water Laterals.** A pre-construction meeting for the East Mohler Church Road Subdivision took place on October 6th and a schedule for the site work was provided to the Township. Manager Sawyer notified the Board of Supervisors that Mohler Church Road will need to be closed for the installation of the water and sewer laterals due to the location of the water and sewer mains. The developer is requesting permission to temporarily close the road the second week of November. Manager Sawyer stated that the developer should be required to submit a proposed detour route and that the developer would be responsible for all detour signage per PennDOT regulations. The Township should also limit the hours for the road closure.

A motion was made by Tony Haws to approve the road closure of East Mohler Church Road to install the sewer and water laterals during the hours of 8am to 4pm conditional upon the contractor submitting a detour plan acceptable to the Township, the developer providing the required detour signage, the developer receiving approval from PennDOT if any State roads are used for the detour and the developer restoring all trenches with asphalt prior to 4 PM each day. The motion was seconded by Ty Zerbe and carried unanimously.

- **Grubbing Project-Ephrata Community Park.** In the spring of this year, the Township bid a grading project on the southern side of the lake at the Ephrata Township Community Park. The bids were rejected due to the cost being much higher than anticipated. Manager Sawyer stated that the Township could hire a contractor to clear the brush and trees this winter which would be less costly but still provide better access to the lake. Jim Caldwell of Rettew Associates agreed that this would be beneficial for a possible future grading project because it will be easier to see the existing elevations and determine how much grading would be

necessary. Manager Sawyer recommended that the Supervisors authorize staff to request proposals from local excavators for the clearing of the brush.

A motion was made by Ty Zerbe authorizing staff to obtain proposals for clearing brush at the Ephrata Township Community Park. 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:

- Autumns Hills – Creek Restoration Project
- Autumn Hills Financial Reduction
- Concept Excavating – Storm Water Management Plan
- Ephrata Mennonite School – Site Work
- Alan Martin Land Development Plan
- East Mohler Church Road – Site Work
- Glenwood Foods – Site Work
- CB Burkholder - 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 reported.

Clark Stauffer announced a short recess at 8:47 A.M. before beginning the 2023 budget work session.

2023 BUDGET WORK SESSION

Manager Sawyer presented the proposed 2023 general fund budget and the 2023 liquid fuels / highway budget to the Board. The proposed budget does not include a real estate tax increase.

A motion was made by Ty Zerbe to approve the 2023 preliminary general fund and liquid fuels / highway budget as presented. The motion was seconded by Tony Haws and carried unanimously.

The 2023 preliminary budget will be advertised and available for review by the public during regular business hours. The 2023 budget is scheduled to be adopted by the Board at their regular meeting on December 6, 2022 at 7:00 p.m.

A motion was made by Ty Zerbe to adjourn the meeting at 10:30 AM. The motion was seconded by Tony Haws and carried unanimously.

Clark R. Stauffer

Anthony K. Haws

J. Tyler Zerbe