

## **EPHRATA TOWNSHIP SUPERVISORS' MEETING**

**April 17, 2019**

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

Present were Supervisors: Clark Stauffer  
Tony Haws  
Ty Zerbe  
Manager: Steve Sawyer  
Admin Assist: Jennifer Carvell  
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

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

Tony Haws stated that a correction was needed on page 2 of the April 2, 2019 minutes under the section Ephrata Mennonite School – Temporary Classroom. The motion as written states Tony Haws made the motion and also Tony Haws seconded the motion. The motion should read as follows:

A motion was made by Tony Haws to approve Ephrata Mennonite School, 598 Stevens Road, Ephrata Township to add an additional modular classroom for a period of three (3) years conditional that the existing and new modular be removed prior to selling the property and that the well and septic system continues to function properly. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Tony Haws to approve the April 2, 2019 minutes and to approve them as corrected. The motion was seconded by Ty Zerbe and carried unanimously.

2018 FINANCIAL STATEMENTS – MEGAN SENKOWSKI, CPA AND KRISTA A. SHOWERS, CPA

Megan Senkowski and Krista Showers, of Trout Ebersole and Groff were present. Megan presented an overview of the highlights of the 2018 Financial Statements. The Financial Statements will be kept on file at the Township Office. The Supervisors commended Megan on her presentation and also staff for keeping the Township within budget in 2018. Megan thanked the Township for their business and stated it was a pleasure working with Township staff again this year.

EPHRATA CROSSING PHASE 1 FINAL PLAN

Chris Venarchick from RGS Associates presented the plan to the Board of Supervisors. The proposed plan will subdivide one 16.2 acre parcel into one 3.49 acre parcel (Lot 1), one 4.36 acre parcel (Lot 2), one 6.10 acre parcel (Lot 3), and a fifty foot wide right-of-way for a new street (Quarry Ridge Drive). Construction of a 67,000 square foot, 107 room, four story hotel building, with 111 parking spaces, loading space, dumpster enclosure, landscaping and other associated infrastructure. The Ephrata Township Planning Commission and Lancaster County Planning Commission recommendations and Rettew Associates review letter dated March 21, 2019 were provided to the Board of Supervisors for their review. Jim Caldwell stated that the financial security was inaccurate and should be in the amount of \$471,486.00.

A motion was made by Ty Zerbe to approve a waiver request to SWMO Section 406.3 – Above Ground Storage Facility Design Depth, 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 Plan conditional upon Rettew Associate's Letter dated March 21, 2019 and the revised Financial Security in the amount of \$471,486.00. The motion was seconded by Ty Zerbe and carried unanimously.

STAFF REPORTS

Manager Steve Sawyer

- **Short Term Rental Ordinance – Discussion.** Manager Sawyer presented to the Board of Supervisors a draft of a Short-Term Rental Ordinance prepared by West Cocalico Township for discussion at a prior meeting. In addition, the Board of Supervisors were given language drafted by the Lancaster County Planning Commission for their review. Attorney Claudia Shenk and resident Rebecca Branle were present. Ms. Shenk stated that she could give the Township some additional ordinances from other local municipalities that have recently adopted a short-term rental ordinance. She encouraged the Supervisors to allow short-term rentals in the Agricultural District by Special Exemption so that the Zoning

Hearing Board would be able to set restriction for each individual property. The Board of Supervisors stated that they will continue to work on the ordinance.

Since the last meeting, the Board was given copies of the ordinances from Martic Township and East Earl Township. Staff prepared a revised draft of the ordinance that would not allow conversion of an accessory building into a short-term rental. Claudia Shenk submitted a letter to the Township encouraging the Board to allow conversions of accessory structures into short term rental units. Tony Haws stated that he also received a copy of Lancaster County Planning Commission's recommendations and comments for a short-term rental ordinance recently submitted by Akron Borough. The Supervisors discussed the recommendations presented and possible language changes with Manager Sawyer and Jim Caldwell of Rettew Associates.

A motion was made by Ty Zerbe directing staff to amend the draft short-term rental ordinance to include conversion of accessory structures into short-term rental units by special exception as discussed and to submitted the proposed ordinance to the Ephrata Township Planning Commission for their review and recommendation at their May meeting. The motion was seconded by Tony Haws and carried unanimously.

- **Multi-Municipal Bids for Seal Coating and Line Painting.** The bid tabulation was prepared and submitted to the Board of Supervisors for their review. Manager Sawyer stated that only one bid was received for both the Chip Seal Coating and Line Painting this year. Manager Sawyer recommended that the Board of Supervisors approve the bids received for seal coating and line painting.

A motion was made by Tony Haws to award the 2019 Chip Seal Coat bid in the amount \$83,972.27 to Martin Paving. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to award the 2019 Line Painting in the amount of \$22,116.60 to A-1 Traffic Control Products LLC. The motion was seconded by Tony Haws and carried unanimously.

- **Highpoint Church - Agreement.** At the last Supervisors' Meeting, Manager Sawyer notified the Board of Supervisors that the Township received a request from Highpoint Church for some of the improvements that are shown on their approved Land Development Plan be deferred until the complete phase 2 of their building. The Church also requested that the Township approve the deferral without holding financial security. The Board of Supervisors approved the deferral of the blacktop walkway, wearing course of the parking lot and eight

trees as shown on the plan until phase 2 of the building is completed or until such time as the Township, at its sole discretion, determines that the improvements are necessary conditional upon an agreement be prepared documenting the deferral of the improvements. Manager Sawyer stated that the Agreement has been prepared by the Township's Attorney for the Supervisors execution and approval.

A motion was made by Tony Haws to approve the Agreement between Ephrata Township and Highpoint Church as presented. The motion was seconded by Ty Zerbe and carried unanimously.

- **Lawrence Leid - FSR.** The Township received a request from Lawrence Leid requesting a reduction of his financial security for his project at 192 Slate Road, Ephrata Township. A letter from Rettew Associates dated April 3, 2019 recommending the Township reduce his financial security in the amount of \$41,700.00 leaving a remaining balance of \$8,400.00 was submitted to the Supervisors prior to the meeting.

A motion was made by Ty Zerbe to approve a reduction in the financial security for Lawrence Leid to a new balance of \$8,400.00 subject to Rettew Associate's letter dated April 3, 2019. The motion was seconded by Tony Haws and carried unanimously.

- **Rosenberger – Rail Trail Trash Clean-Up.** Manager Sawyer notified the Board of Supervisors that the Township received a letter dated March 29, 2019 from Brandie McComsey of Rosenberger's notifying the Township that on April 22, 2019 in honor of Earth Day approximately 50 employees will be spending one hour picking up litter and trash along the Rail Trail in Akron Borough and Ephrata Township.
- **Police Contract Ordinance.** Manager Sawyer notified the Board of Supervisors that the Ordinance for the new police contract has been prepared and requested authorization to advertise.

A motion was made by Tony Haws to authorize staff to advertise a public hearing with the intent to adopt an ordinance approving a new police contract on Tuesday, May 21, 2019 at 7:00 a.m. The motion was seconded by Ty Zerbe and carried unanimously.

- **Road Crew Job Applicant Interviews.** Staff notified the Board of Supervisors that an advertisement was placed in the Ephrata Review and Ephrata Shopping News for a full-time road maintenance employee to replace Thomas Huber. Manager Sawyer is in the process of reviewing the applications received and is requesting the Board of Supervisors schedule a special meeting to hold interviews.

A motion was made by Ty Zerbe to authorize staff to advertise a special meeting to be held on Wednesday, May 1, 2019 at 7:00 am at the Ephrata Township Municipal Building in the Ephrata Review. The motion was seconded by Tony Haws and carried unanimously.

**Engineer Jim Caldwell** reported that there are several plans in the review process.

Creek Corner Heights – Final Land Development Plan  
Ephrata Crossing – Phase 1 Hotel  
Weaver Precast – Sketch Plan  
Glenwood Foods  
Weaverland Mennonite Homes  
Autumn Hills – 16 acres – MS4 Program

**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**

Tony Haws reported that there was no additional correspondence to report at this time.

A motion was made by Tony Haws to adjourn the meeting at 8:58 a.m. The motion was seconded by Ty Zerbe and carried unanimously.

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Clark R. Stauffer

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Anthony K. Haws

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J. Tyler Zerbe