

EPHRATA TOWNSHIP SUPERVISORS' MEETING

August 19, 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 August 5, 2025 Supervisors' minutes and to approve them as presented. The motion was seconded by Ty Zerbe and carried unanimously.

SCOTT COVER – 501 ALEXANDER DRIVE – PROPOSED MODIFICATION TO LAND DEVELOPMENT PLAN FOR IMPROVED TRUCK ACCESS TO WAREHOUSE LOADING DOCK

Ed Ostrowski of ELA Group and Scott Cover, owner of 501 Alexander Drive, presented a proposed modification to the approved land development plan to add a new access drive on the property. The Township also received a letter and design plan dated August 12, 2025 for review prior to the meeting. Jim Caldwell of Rettew Associates stated that he reviewed the proposed plan but did not have time to complete a formal review letter. Ed Ostrowski stated the reasons for the new access drive and suggested that the changes to the approved plan could be documented in the required as-built plans for the project. The as-built plans will be reviewed by Rettew Associates and recorded. Scott Cover stated that he spoke with the neighboring property

owner, Jim Martin of Concept Excavating, and he did not have any objections or concerns with the proposed additional access drive. Staff commented that Mr. Ostrowski should be required to verify that the required parking is provided as part of the revised plan.

A motion was made by Ty Zerbe to approve the proposed modifications to the Land Development Plan for 501 Alexander Drive conditional upon staff review and approval. The motion was seconded by Tony Haws and carried unanimously.

1126 STEINMETZ ROAD MOBILE HOME PARK – PROPOSED EXPANSION BEN CRADDOCK, LANCASTER CIVIL ENGINEERING COMPANY

Benjamin Craddock of Lancaster Civil Engineering Company, along with Glenn and Loree Martin of Martin's Property Management, were present to provide details for a proposed mobile home park expansion located at 1126 Steinmetz Road. Currently the property contains eight (8) mobile home units, seven (7) units in the Borough and one (1) mobile home unit in Ephrata Township. The access drive of the property also serves as access to the Ephrata Area Joint Water Authority's Well 4 Treatment Facility. Becker Engineering's Review Letters dated April 23, 2025 and July 25, 2025 on behalf of the EAJA, were provided for the Board of Supervisors' for review prior to the meeting. Benjamin Craddock stated that both the Fire Company and Ephrata Borough Police Department were contacted for their feed-back and their correspondence was also provided to the Township. The Borough zoning for their portion of the mobile home park is Commercial and the Township's portion is zoned Residential Low Density. Zoning Hearing Board approvals would be required from both municipalities. Ben stated that his clients are requesting feed-back prior to moving forward with the necessary steps for Zoning and Planning approvals from the Borough and the Township. If the Township would not be in favor of the project, then there would be no reason to proceed with the zoning approvals needed in relation to the Mobile Home Park expansion. Manager Sawyer stated that the size of the parking spaces and the setbacks between homes as shown on the plan do not meet Ephrata Township's zoning regulations for mobile home parks. Jim Caldwell recommended the submittal of a formal sketch plan outlining street width, size of parking spaces, setbacks between homes and stormwater controls be submitted to Township to see if the proposed project can meet the Borough and Township's regulations prior to submitting Zoning Board Applications. Benjamin Craddock thanked the Township for the direction as to how to proceed with his client's proposed project.

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 July totaling 487 incidents. There were 10 arrests and 20 traffic citations. In addition, the Supervisors were provided with reports from July of 2024 and June of 2025 for comparisons. The monthly report will be kept on file in the office.

Lt. Randolph stated that he was very pleased with the participation from local emergency organizations and the public attendance at this year's National Night Out Event held on August 5th at the LCBC.

Lt. Randolph reported on the status of the hiring for one (1) additional police officer. They were pleased with the number of applicants and are now proceeding with the testing and background check requirements.

Manager Steve Sawyer

- **Garden Spot Auto Auction – Driveway Improvements.** Manager Sawyer notified the Board of Supervisors that the Township received a Building and Zoning Permit Application to replace a retaining wall and add an additional retaining wall along the access drive of Garden Spot Auto Auction. Manager Sawyer contacted the applicant and explained that a recently approved plan for the auction showed the retaining wall being eliminated and the area re-graded. After discussion with the landscaping company, a second permit was submitted showing only the replacement of the existing retaining wall and correspondence from PennDOT showing the location of the road right-of-way. Manager Sawyer requested that the Board take-action on the proposed project since it is different than the improvements as shown on the approved plan.

A motion was made by Tony Haws not to object to the replacement of the existing retaining wall at Garden Spot Auto Auction as presented. The motion was seconded by Ty Zerbe and carried unanimously.

- **Resolution – Growth Area Boundary Changes and “Investment Areas”.** Manager Sawyer stated that the Lancaster County Planning Commission is working on a project to update the Urban Growth Boundaries throughout the County. A map showing the proposed changes to the Ephrata Township Urban Growth boundary was provided to the Township. The LCPC is requesting that each Municipality within Lancaster County approve a Resolution supporting the Growth Area Boundary changes and Investment Areas as recommended. Manager Sawyer stated that the Urban Growth Boundaries do not change the zoning or affect the permitted uses of the property.

A motion was made by Ty Zerbe to approve a Resolution to support the Urban Growth Area Boundary Changes and Investment Areas as presented. The motion was seconded by Tony Haws and carried unanimously.

- **Autumn Hills Development – Request to Close Road for Halloween Neighborhood Event.** Manager Sawyer received an email from an Autumn Hills resident dated August 13, 2025 requesting permission to close a portion of Red Sunset Run in October for a neighborhood Halloween Party. Staff researched minutes from a similar request that was received in the past. After receiving the email, Michael Wertz, HOA member of Autumn Hills, contacted the Township and stated that he will be taking the request to an HOA meeting in the near future. Manager Sawyer recommended tabling the request at this time.

A motion was made by Tony Haws to table the road closure request on Red Sunset Run for a Halloween Neighborhood Event until such time HOA input is received. The motion was seconded by Ty Zerbe and carried unanimously.

- **Resolution – MMO for Non-Uniformed Employee Pension Plan.** Manager Sawyer stated that the Township is required to pass a resolution each year approving a Non-Uniformed Pension Plan Minimum Municipal Obligation for the following year. The

Township receives State funding for the majority of the pension plan contribution. The Township's actuary, Jeffrey Myers of Conrad Siegel, reviewed and approved the proposed MMO amount prior to meeting.

A motion was made by Ty Zerbe to approve the 2026 Ephrata Township Employees' Pension Plan Minimum Municipal Obligation (MMO) in the amount of \$45,522.87. The motion was seconded by Tony Haws and carried unanimously.

- **Discussion – Zoning Ordinance Regulations Concerning Chickens.** Manager Sawyer stated that the Township has received a complaint from a resident of Lincoln's Meadow regarding properties that have chickens and roosters. The HOA Manager of Lincoln Meadows was contacted by staff regarding the complaint. The Township received an email stating that the HOA has no objections to the chickens on the properties within the development and no other complaints have been received to date. The Board of Supervisors were provided with the current Ephrata Township Zoning regulation for small domestic animals along with other neighboring local municipalities regulations for comparison. Manager Sawyer requested authorization to work on a draft zoning ordinance amendment for small domestic animals.

A motion was made by Tony Haws authorizing staff to prepare a draft zoning ordinance amendment for small domestic animals specifically in relation to chickens. The motion was seconded by Ty Zerbe and carried unanimously.

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

Jerry Balmer - LDP
StayAPT / Bergstrasse Lutheran Church – Traffic Plan
Mennonite Central Committee – Financial Security Release
Jonathan Martin
Martin and Zimmerman
Lloyd Zimmerman – Lot Add-On Plan
Ivan & Charmain Garman – Lot Add-On
515 North Reading Road – Financial Security Release

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 reminded the Board of Supervisors and staff of an upcoming 2025 State of the Authority Public Officials Meeting hosted by LCSWMA on September 11, 2025 at the Double Tree Resort by Hilton Lancaster. LCSWMA is requesting an RSVP from each Municipality by Thursday, September 4, 2025.

There was no additional information to add to the meeting.

August 19, 2025 Supervisors' Meeting minutes continued

A motion was made by Tony Haws to adjourn the meeting at 8:51 A.M. The motion was seconded by Ty Zerbe and carried unanimously.

Clark R. Stauffer

Anthony K. Haws

J. Tyler Zerbe