

EPHRATA TOWNSHIP SUPERVISORS MEETING

July 1, 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
Bookkeeper:	Valerie Roark
Solicitor:	Tony Schimaneck
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 to close the public comment period was made by Ty Zerbe. The motion was seconded by Tony Haws and carried unanimously.

APPROVAL OF MINUTES

Ty Zerbe stated that the June 17, 2025 minutes should be corrected to read as follows: "The meeting was called to order by Vice-Chairman, Tony Haws".

A motion was made by Tony Haws to dispense with the reading of the June 17, 2025 Supervisors' Minutes and to approve them as they have been corrected. The motion was seconded by Ty Zerbe and carried unanimously.

EPHRATA PUBLIC LIBRARY - ABIGAIL BALMER, EXECUTIVE DIRECTOR

Abigail Balmer was present on behalf of the Ephrata Public Library. Abigail thanked the Board of Supervisors for their 2025 financial contribution that the Library has received. She also provided the Board with an update on current programs that are going on at the Library including the Summer Reading Program, Go Lancaster, Workforce Development Classes, and a Hydroponic Gardening Class. These programs reach out to a wide range of residents. She informed the Board that there is also a new Junior Friends Group which is made up of tweens and teens who fundraise and advocate for the Library. The group held an egg hunt for Easter which had over 80 people in attendance and is currently planning an Escape Room. The Library also recently held their Summer Book Sale, which is one of three held each year. The Board thanked Abigail for attending the meeting and providing the update.

STAFF REPORTS

Manager Steve Sawyer

- **Time Extension – Concrete Walls Unlimited.** Manager Sawyer notified the Board of Supervisors that Ephrata Township received a letter from Burgett & Associates on behalf of Concrete Walls Unlimited dated June 24, 2025 granting an extension of time to act on the plan. The new deadline would be November 4, 2025. Manager Sawyer stated that this is the third time extension for this project, but Burgett & Associates said the reason for the delay is that the owner has been making minor changes to the plan since the first Township review letter. Manager Sawyer 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 land development plan. The new deadline for the Township to act on the plan will be November 4, 2025. The motion was seconded by Tony Haws and carried unanimously.

- **Ephrata Youth Soccer – Fall Field Reservation.** Manager Sawyer stated that he received a request to reserve the soccer field at the Ephrata Township Community Park for the fall season from Ephrata Youth Soccer Club. A copy of reservation request was provided for the Board of Supervisors to review prior to the meeting along with a Certificate of Insurance. The request is identical to what has been approved in the past.

A motion was made by Tony Haws to approve EYSC Field Reservation Request for the Fall Season as presented. The motion was seconded by Ty Zerbe and carried unanimously.

- **160 Parkview Heights Road – Authorization to File Complaints.** Manager Sawyer stated that at a previous meeting, the Board of Supervisors appointed Commonwealth Code Inspection Service, Inc. as the Code Enforcement Official for Ephrata Township on an as needed basis. This property has been vacant and neglected for years. Manager Sawyer notified the Board that the Notice of Violation was mailed to the owner by certified mail and the owner signed for the letter. The owner has not attempted to contact Commonwealth or the Township to address the Property Maintenance Code Violations. Manager Sawyer requested authorization from the Board to have Commonwealth Code Inspection service file a citation with the local Magistrate.

A motion was made by Ty Zerbe to authorize moving forward with filing a citation against the owner of record for the property located at 160 Parkview Heights Road. The motion was seconded by Tony Haws and carried unanimously.

- **62 Brookfield Drive – Property Maintenance Complaints.** Manager Sawyer stated that the Township has received dozens of complaints over the years concerning the property located at 62 Brookfield Drive. The property exterior is not being maintained in accordance with the Property Maintenance Code. Manager Sawyer stated that he put this item on the agenda to get Board

authorization for Commonwealth Code Inspection Service to issue a notice of violation. However, since the agenda was prepared, the property owner has completed extensive maintenance work cleaning up overgrown vegetation on the property. Manager Sawyer recommended that the Township monitor the condition of the property, and request that the owner provide a written plan to address the remaining issues with the exterior of the property. There was discussion among the Board of Supervisors questioning what condition the house is in and when it becomes a safety concern. There is a lot of exterior maintenance that has been neglected over the years. The Board of Supervisors agreed that the Township should continue to monitor the property and if it is not maintained and improvements are not made, the Township will move forward with authorizing Commonwealth Code Inspection Services, Inc to begin their process.

A motion was made by Tony Haws to table action on the property at 62 Brookfield Drive. The motion was seconded by Ty Zerbe and carried unanimously.

- **Parkview Heights / Akron Road Project.**

Manager Sawyer stated that he was hoping to update the Board with the scheduled paving dates for the Parkview Heights/Akron Road Project, but the meeting with the contractor was rescheduled from June 30th to July 2nd. He will provide an update at the next Supervisors meeting.

Solicitor – Tony Schimaneck

Solicitor Schimaneck reported that he has been working with Manager Sawyer on zoning issues and utility easements.

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

Zimmerman Auto
Blue Ridge Cable
Jonathan Martin - Storm Water Management Plan
Caring Acres Community - 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

Tony Haws stated that the Township received a thank you letter from the Ephrata Ambulance Association for the annual donation they received.

July 1, 2025 Supervisors' Meeting minutes continued

A motion was made by Tony Haws to adjourn the meeting at 7:34 p.m. The motion was seconded by Ty Zerbe and carried unanimously.

Clark R. Stauffer

J. Tyler Zerbe

Anthony Haws