

## EPHRATA TOWNSHIP SUPERVISORS' MEETING

March 21, 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  
Ty Zerbe  
Manager: Steve Sawyer  
Admin Assist: Jennifer Carvell

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 March 7, 2023 Supervisors' minutes and to approve them as presented. The motion was seconded by Ty Zerbe and carried unanimously.

### TROUT CPA – 2022 AUDIT – MEGAN SENKOSWKI & HALEY BRUABKER

Megan Senkowski and Haley Burkholder, of Trout CPA were present. Megan and Haley presented an overview of the 2022 Financial Statements and stated that the Township had an unmodified (clean) opinion. The Township chose to switch to Modified Cash Basis instead of Accrual Basis as in past years so the changes from prior years within the Financial Statements were explained. This change allowed the Audit to be completed earlier this year. The Financial Statements will be kept on file at the Township Office.

### STAFF REPORTS

#### Manager Steve Sawyer

- **NLCRPD Letter.** Manager Sawyer stated that Ephrata Township has been contracting police services from Ephrata Borough since 2005. The current contract will expire on 12/31/2024. Ephrata Township has requested a contract proposal from Ephrata Borough for a new agreement beginning in 2025.

Ephrata Township has received excellent police services from the Ephrata Police Department for the past eighteen (18) plus years. Ephrata Township's 2023 police costs are over \$2,000,000 and account for 54% of our current budget.

In order to explore options for police services in 2025 and beyond, Ephrata Township contacted the Northern Lancaster County Regional Police Department to see if they would be interested in considering providing police services to Ephrata Township. We received a letter from the NLCRPD in late February informing us that the NLCRPD Police Commission unanimously approved conducting a comprehensive feasibility and resource study for Ephrata Township commencing in January 2025.

A motion was made by Ty Zerbe to authorize NLCRPD to conduct a Comprehensive Feasibility and Resource Allocation Study not to exceed \$25,000.00. The motion was seconded by Tony Haws and carried unanimously.

The Board of Supervisors believes it is in Ephrata Township's best interest to explore options for our future police services. After receipt of Ephrata Borough's contract offer and the NLCRPD study, the Board of Supervisors will review and consider both to determine which one is the best option for Ephrata Township's future police service needs.

- **Get Outdoors Lancaster Program – Ephrata Township Park.** An email was received by Ephrata Township from Sandra Gladfelter of Wellspan Health regarding a Get Outdoors Program. The Township is being asked to participate in the program by allowing them to utilize the Ephrata Township Park. A similar request was made by the Ephrata Public Library in 2022. A map of a hike and written clues are given to help the participants locate a wooden post that is placed in parks throughout Lancaster County. Participants must be 18 years and under to be eligible for a prize drawing. A 4' high 4" x 4" post and etching plate would be installed at the park. Manager Sawyer stated that the email that we received stated that the post would be secured to a tree with straps but last year the Township Maintenance Department dug holes for the posts. The Supervisors were in favor of the program but there was discussion regarding the best way to install the post.

A motion was made by Tony Haws to approve the use of the community Park for the Get Outdoors Program with the condition that the post be installed in the ground instead of strapped to a tree. The Township Maintenance Department can dig the hole and install the post. The motion carried 2 to 1. In favor, Tony Haws and Ty Zerbe; opposed, Clark Stauffer.

- **Middle Creek Search and Rescue – Ephrata Township Park.** Manager Sawyer received an email from Mitch Merkel, Training Officer for the Middle Creek Search and Rescue, requesting to use the Ephrata Township Park for K9 search and rescue training. Mr. Merkel was unable to attend the meeting to answer any questions concerning their request. Staff recommended tabling until someone on behalf of Middle Creek Search and Rescue could attend at a future meeting.

A motion was made by Ty Zerbe to table the request made by Middle Creek Search and Rescue until a representative of the organization can attend a meeting. The motion was seconded by Tony Haws and carried unanimously

- **National Opioid Settlement.** The Board of Supervisors were provided with a notification that a second settlement has been filed and the County of Lancaster is requesting local Municipalities to participate in the settlement if they have a population greater than 10,000. The deadline is April 18, 2023. Manager Sawyer stated that he had Attorney Schimaneck review the information and he recommended participating in the settlement the same as the first settlement in December of 2021.

A motion was made by Tony Haws to approve participating in the Opioid Settlement with the Commonwealth of Pennsylvania as presented. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to authorize Manager Sawyer to be the designated signee on behalf of Ephrata Township for filing the required documentation related to the Opioid Settlement. The motion was seconded by Tony Haws and carried unanimously.

- **Accessory Dwelling Agreement – 533 Springville Road.** Morgan, Hallgren, Crosswell & Kane's office prepared an Accessory Dwelling Agreement on behalf of the Township for Glenn and Karen Good at 533 Springville Road. Manager Sawyer stated that the owners are proposing to put an addition onto their single-family dwelling for temporary housing for Glenn Good's parents.

A motion was made by Ty Zerbe to approve the execution of an Accessory Dwelling Agreement between Ephrata Township and Glenn and Karen Good of 533 Springville Road as presented. The motion was seconded by Tony Haws and carried unanimously.

- **Maintenance Building – Replacement Garage Door.** Manager Sawyer stated that the garage doors on the maintenance building are in need of replacement. Four (4) proposals were received and all contractors agreed that new doors were needed instead of repairing the existing doors. Manager Sawyer stated that due to the higher than expected cost of the doors, he recommended installing the door in the worst condition now and replacing the second door that is not in as bad of a condition at a later date. The lowest bidder was Legacy Door Co. in the amount of \$5,800.00. Information concerning Legacy Door Co. was also provided to the Board.

A motion was made by Tony Haws to approve the purchase and installation of one garage door on the Maintenance Building from Legacy Door Co. in the amount of \$5,800.00. The motion was seconded by Ty Zerbe and carried unanimously.

- **Resolution – Disposition of Records.** Staff prepared a Resolution for the Disposition of Township Records. The proposed disposition of Township records is in accordance with the PA Records Manual.

A motion was made by Ty Zerbe to approve the Disposition of Township records as identified in the Resolution. The motion was seconded by Tony Haws and carried unanimously.

- **Cocalico Creek Restoration Update.** Manager Sawyer notified the Board of Supervisors that Flyway Excavating and Rettew Associates has conducted hand probes in the area where we were considering relocating the trail and discovered that the soil was potentially worse than the original location. Manager Sawyer stated that additional soil testing will be completed before a final decision is made. In addition, Manager Sawyer was notified that a change order will be needed because the amount of soil that needs to be removed from the floodplain bench area is in excess of quantity in the contract documents. The additional cost is approximately \$15,000.00 but we should receive a credit the approximately \$10,000 for the exported topsoil. Manager Sawyer stated that the change order is an added expense but necessary to complete the project in accordance with our DEP Permit.

A motion was made by Ty Zerbe authorizing staff to approve the change order with Flyway Construction to move the excess soil. The motion was seconded by Tony Haws and carried unanimously.

#### 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 he had nothing additional to add to the meeting.

A motion was made by Tony Haws to adjourn the meeting at 8:49 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