

# EPHRATA TOWNSHIP SUPERVISORS' MEETING

May 20, 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

Tony Haws stated that a correction was needed for the May 6, 2025 Supervisors' Minutes on page 4, under the section "Request to Prohibit Engine Brake Retarders". The motion should read as follows: "A motion was made by Tony Haws directing staff to send a letter to the resident who made the request to prohibit brake retarders informing them that the Township sympathizes with their noise complaint, but since engine brake retarders are a required safety feature on large trucks, Ephrata Township is not in favor of contacting PennDOT with this request. The motion was seconded by Ty Zerbe and carried unanimously".

A motion was made by Tony Haws to dispense with the reading of the May 6, 2025 Supervisors' minutes and to approve them as they have been corrected. The motion was seconded by Ty Zerbe and carried unanimously.

GERRY HORST – CONRAIL EASEMENT / UNDEVELOPED LOTS IN AUTUMN HILLS

Manager Sawyer stated that he had received complaints from a couple of residents that live in the Autumn Hills Development, regarding the condition of the 9 undeveloped lots. Manager Sawyer provided the Board of Supervisors with an email dated April 30, 2025 to Gerry and Kyle Horst which provided them with the minutes from the July of 2024 Board of Supervisors Meeting. At that time, the Board of Supervisors directed Horst & Sons to complete the installation of the sidewalks for all 9 lots by the end of September 2024, but did not address the grading and seeding of the lots. The negotiations with Conrail/Norfolk Southern began in 2023. Gerry stated that he has provided Conrail / Norfolk Southern, two (2) easement proposals. A site plan of each proposal was provided to the Board of Supervisors. Gerry is hopeful that he will receive a response in the near future.

A motion was made by Ty Zerbe directing Horst & Sons to return to the Township by November of 2025 with the progress with the Easement Agreement with Conrail / Norfolk Southern or a plan for the completion of grading and seeding of the 9 undeveloped lots if negotiations with Conrail / Norfolk Southern have not been achieved. The motion was seconded by Tony Haws and carried unanimously.

JONATHAN MARTIN – LOT ADD-ON AND SWM PLAN – DAVE BITNER, BITNER ENGINEERING

Dave Bitner of Bitner Engineering presented the Lot Add-On and Storm Water Management Plan for Jonathan Martin, 532 Ridge Avenue Rear, Ephrata Township. Jonathan Martin is proposing to combine three (3) lots into one building lot totaling 13.862 acres and construct a single-family dwelling. An Access Easement with an adjoining property owner has been completed. Modifications are being requested.

A motion was made by Ty Zerbe to approve Section 388-19.A – Plan Scale based on the alternative and justification provided. The motion was seconded by Tony Haws and carried unanimously.

A motion was made by Tony Haws to approve Section 602.C.3 – Driveway Vertical Grade, based upon the alternative and justification provided. The motion was seconded by Ty Zerbe and carried unanimously.

A motion was made by Ty Zerbe to approve the Storm Water Management Ordinance Modification for Section 409.1.B.3B – Loading Ratios for Volume Control Facilities, based upon the justification provided. The motion was seconded by Tony Haws and carried unanimously.

A motion was made by Tony Haws to approve the Lot Add-on and Storm Water Management Plan for Jonathan Martin, 538 Ridge Avenue Rear, conditional upon Rettew Associates Letter dated May 6, 2025. The motion was seconded by Ty Zerbe and carried unanimously.

**Manager Steve Sawyer**

**Ephrata Community Ambulance Association Agreement.** Kevin Wolf, EMS Manager of Ephrata Community Ambulance Association (ECCA) was present. Manager Sawyer stated that Ephrata Borough, Akron Borough and Clay Township have approved agreements with ECAA and copies of these agreements have been submitted to the Township for review prior to the meeting. The proposed agreement incorporates changes requested by the Board and also incorporates changes that Ephrata Borough made to their agreement. ECAA also provided their fee schedule as requested.

A motion was made by Ty Zerbe approving the Municipal Agreement for Provision of Ambulance Service with ECCAA as presented and recommended by staff. The motion was seconded by Tony Haws and carried unanimously.

**ORDINANCE – SUPERVISOR COMPENSATION PER ACT 94 OF 2024**

Manager Sawyer advised the Board of Supervisors that the proposed Ordinance has been advertised, and it could be adopted at this time. There was no one in attendance to offer any public comment on the proposed ordinance.

A motion was made by Tony Haws to approve the Ordinance to establish new supervisor salaries in accordance with Act 94 of 2024. The increase in compensation will only apply to Supervisors who take office after the effective date of the Ordinance. The motion was seconded by Ty Zerbe and carried unanimously.

The ordinance will be in effect in five (5) days.

**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 April totaling 377 incidents. There were 19 arrests and 17 traffic citations. In addition, the Supervisors were provided with reports from April of 2024 and March of 2025 for comparisons. The monthly report will be kept on file in the office.

Lt. Randolph added that a speed study is being conducted along East Mohler Church Road due to the complaint that was received at the last Supervisors' Meeting. A follow up with the resident was done as well.

**Manager Steve Sawyer**

- **Blue Ridge Communications – Road Occupancy Permits for Eastbrooke and Autumn Hills.** The Board of Supervisors received review letters for the Road Occupancy Permits for Eastbrooke and Autumn Hills dated May 14, 2025 and May 16, 2025. Staff recommended approval.

A motion was made by Ty Zerbe approving the Blue Ridge Communications Highway Occupancy Permit Applications for new communication facilities within the Right of Way in the Eastbrooke and Autumn Hills Developments per the plans submitted to the Township. The motion was seconded by Tony Haws and carried unanimously.

- **Fire Company – Cost Recovery Ordinance Draft.** At the April 1, 2025 meeting, Mike Kiefer, Chief of the Pioneer Fire Company, was present to request that the Board consider a draft Ordinance authorizing the fire company to pursue cost recovery for their services. After discussion, the Board of Supervisors directed staff to prepare a revised draft for a future meeting with some modifications to the language. The Board of Supervisors were provided with the revised draft of the Ordinance prepared by the Township Solicitor at the May 6, 2025 Supervisors' Meeting. The Board discussed additional changes to the Ordinance and staff completed the changes as requested. A revised draft Ordinance was presented to the Board of Supervisors to review prior to the meeting.

A motion was made by Tony Haws to approve advertising the Fire Company Cost Recover Ordinance as presented. The motion was seconded by Ty Zerbe and carried unanimously.

- **Appoint Commonwealth Code Inspection Service Inc. as Code Enforcement Official on an As-Needed Basis.** Manager Sawyer stated that last year the Board of Supervisors appointed Commonwealth Code Inspection Service Inc. as one of the three (3) Building Inspection Companies for Commercial Building Permit Applications. Commonwealth Code Inspection Service Inc. also provides Code Enforcement for property management and zoning ordinance violations. Staff is recommended that the Board appoint Commonwealth Code Inspection Service Inc. as Ephrata Township's Code Enforcement Official on an as-needed basis.

A motion was made by Ty Zerbe to approve Commonwealth Code Inspection Service Inc. as the Ephrata Township Code Enforcement Official for Property Management and Zoning Issues on an as-needed basis. 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:

Jerry Balmer – Land Development Plan  
Blue Ridge Cable – HOP  
Jonathan Martin – Lot Add-On/SWMP/LDP  
Jeff Burkholder – LDP  
Mark & Lorraine Martin  
Windstream – HOP

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 to add to the meeting.

A motion was made by Tony Haws to adjourn the meeting at 8:32 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