

**EPHRATA BOROUGH COUNCIL
REGULAR MEETING MINUTES
MARCH 12, 2018**

The regular Ephrata Borough Council meeting was called to order by President Susan Rowe at 7:00 PM on March 12, 2018, in the Council Chambers of the Borough Office, 124 South State Street.

A moment of silence was held which was followed by the Pledge of Allegiance.

President Rowe advised Borough Council did meet prior to the Regular Meeting this evening for a training session.

In attendance in addition to the President were Vice President Thomas Reinhold, President Pro Tem Melvin Weiler and Council Members Timothy Barr, Ricky Ressler, Victor Richard, Gregory Zimmerman, and Mayor Ralph Mowen. Council Member Linda Martin was not in attendance.

Also in attendance were Borough Manager D. Robert Thompson, Police Chief William Harvey, Recording Secretary Stephanie Fasnacht, and Borough Solicitor James R. McManus, III, Esq.

Attending for the press was Marylouise Sholly of The Ephrata Review. The following visitors were present:

Carrie Wilets, WellSpan Ephrata Community Hospital, Ephrata
Kim Stonebraker, WellSpan Ephrata Community Hospital, Ephrata
Jim Summers, Ephrata Recreation Center, Ephrata
Chandra Mast, Ephrata Shade Tree Commission, Ephrata
Dennis Rowe, 214 E. Main Street, Ephrata
The Gregson's, 885 N. Maple Street, Ephrata
Richard Stauffer, 339 Clay School Road, Ephrata
George DiIlio, 30 Kings Court, Ephrata
Nino Myers, 11 Wild Deer Drive, Stevens
Amy Kronenberg, Carlisle

PROCLAMATION – IRISH-AMERICAN HERITAGE MONTH 2018

Mayor Mowen read a proclamation proclaiming March 2018 as Irish-American Heritage month and called upon all to observe this month by celebrating the contributions of Irish-Americans to our Nation.

APPROVAL OF MINUTES

It was moved by Mr. Barr, seconded by Mr. Richard, and unanimously passed that Borough Council approve the February 5, 2018, Work Session Meeting Minutes, and the February 12, 2018, Regular Meeting Minutes.

MUNICIPAL MOMENT – EPHRATA SHADE TREE COMMISSION

Ms. Chandra Mast thanked Council for the opportunity to speak about the Ephrata Shade Tree Commission. Ms. Mast provided an overview of the Commission's mission statement, "To enhance the environmental health and enrich the appearance of the Ephrata Community by the conservation and stewardship of shade trees along its streets and community open spaces," as well as reviewing key points of the community's infrastructure.

Ms. Mast discussed the Commission's short term goals including increasing membership, publishing quarterly articles in The Ephrata Review, Main Street revitalization efforts, having a Borough Council member become a certified Tree Tender as well as expanding the tree inventory and mapping. Ms. Mast provided a brief demonstration of a tree inventory and mapping data website (<http://www.OpenTreeMap.org>) available to the public to obtain information about a specific tree, create a work order or obtain a cost benefit analysis amongst other information.

Ms. Mast discussed the Commission's medium reach goals including updating the Shade Tree Ordinance, utility bill "tweets," establishing a "Walking Tour of Trees" for publication in the Shade Tree Commission brochure, recognizing local businesses who have an outstanding "green footprint," educating the community on storm water runoff, provide continuing education for our Tree Workers within the community and establishing two new wildlife habitat preservation areas within Ephrata Borough.

Ms. Mast provided an overview of the Commission's upcoming "Every Tree Counts" endeavor to be implemented in recognition of Arbor Day. Ms. Mast advised this program will bring awareness of the mature trees within Ephrata and how those trees are giving back to our communities. "Every Tree Counts" is a sign/tag that will be hung on mature trees throughout Ephrata listing the dollar amount of environmental benefits the tree has given back to the community over a period of time.

Ms. Mast discussed the Commission's long range goals including the establishment of a broad mix of excited community volunteers, comfortable community awareness of the Shade Tree Commission and our project, a fully indexed tree inventory, regular integration of community planting workshops as well as receiving greater recognition for practicing higher levels of tree care.

Ms. Mast ended her presentation by inviting Borough Council members as well as community members to attend the Commission's meetings which are held the third Wednesday of each month at 1:00 P.M. at the Ephrata Borough Hall.

There was a brief discussion regarding the "Every Tree Counts" sign/tag and if there is information on it providing guidance if a community member is interested to become a volunteer (i.e., website information). Ms. Mast advised due to cost issues, minimal information was placed on the signage. Mayor Mowen inquired if the Borough could come up with a sticker to place on the signage and offered to cover the cost of those stickers. Mr. Thompson advised further discussion will take place regarding the request.

Mayor Mowen shared a personal story about having to remove a tree from his residence last year and stated the individual who removed the tree stated to him that "...anytime a tree is cut down, you should have to plant one in its place." Ms. Mast advised she fully supports that thought. Mayor Mowen advised he plans to plant another tree in that same area this year.

OPPORTUNITY FOR CITIZENS TO BE HEARD

Ms. Carrie Wilets, President, and Ms. Kim Stonebraker, Manager of Safety, Security and Emergency Management, of WellSpan Ephrata Community Hospital, expressed their sincere appreciation presenting a \$10,000 check to support the Borough's commitment to public safety. Ms. Wilets advised she wanted to specially recognize the leadership efforts of Mayor Ralph Mowen and Police Chief William Harvey. Ms. Wilets expressed that WellSpan truly appreciates their contributions of preparing our community for safety events. Ms. Wilets stated Chief Harvey has been active in the training of hundreds of WellSpan's employees in Active Shooter Training and Mayor Mowen is leading Ephrata Cares, a collaboration of the community to fight and support our fight against the opioid crises. Ms. Wilets expressed her gratitude for their contributions and their partnership. President Rowe initiated a brief recess in the meeting allowing a photo opportunity of the check being presented to Borough Council.

It was moved by Mr. Richard, seconded by Mr. Barr, and unanimously passed that the public comment section of the meeting be closed until the end of tonight's agenda.

ACCEPTANCE OF REPORTS

It was moved by Mr. Barr, seconded by Mr. Richard, and unanimously passed to approve Acceptance of Reports consisting of the following documents:

Budget & Finance Committee

The Budget & Finance Committee met on February 26, 2018 and discussed the following:

1. The Committee discussed proposed Resolution 2018-6, concerning the disposition of Borough records. All records will be disposed of according to guidelines established by the PA Historic and Museum Commission Bureau of Archives & History approved December 16, 2008. The Committee will recommend adoption of this resolution as part of the consent agenda at the March Council meeting.
2. Staff discussed with the Committee, the EPAC audit requirement that is required by the Borough since we guarantee their loan. EPAC will be unable to meet the Borough audit requirement for 2016 and 2017 due to missing cash and checks, as well as the corresponding records. The Committee will recommend that an agreement be prepared requiring EPAC to provide a policy that contains a detailed explanation of what steps have been taken to ensure that this cannot happen again. There should be duplicate copies of all sales as well as segregation of duties of all tasks regarding sales or donations, etc. EPAC will be required to provide monthly reconciliations of all accounts, including a review by a CPA. Staff has

reached out to EPAC and is waiting on a response regarding changes they have instituted to safeguard all funds and accounting records. No action is required.

3. The Committee discussed the 4th Quarter Committee Financials. No major issues or concerns were noted by the Committee. No action is required.
4. Staff provided the Check and ACH registers to the Committee for February to date. Staff emailed check details on Wednesday February 28, as requested by the Committee. No further action is required.
5. Staff provided an update on the PILOT program, which is payment in lieu of taxes. To date, we have received \$6,767.99 in PILOT donations. Staff also advised the Committee that we are in discussions with Wellspan to potentially fund some Public Safety purchases for the Borough. Staff is working on putting together a detailed list including costs to present to Wellspan. The Committee requested that we add to the March Budget & Finance agenda, a copy of an article regarding shrinking tax base. Boroughs need a plan to charge even tax exempt properties for the benefits they receive, such as snow removal, infrastructure, police service etc. No action is required.
6. Staff provided an update on the project to lower credit card processing fees that are being paid by the Borough to accept credit card payments. Staff is investigating the possibility of customers sharing a portion of or all of the processing fees through a convenience fee. No action is required.

Development Activities Committee

The Development Activities Committee met on February 26, 2018 and discussed the following:

1. The Committee reviewed RFP #18-1 Building Cleaning Services. The Committee will recommend that Borough Council award the contract to low quote, M & H Cleaning of Stevens, PA. RFP amount is \$20,797 for year 1, \$20,797 for year 2 and \$20,797 for year 3. Years 2 and 3 are optional based on the contractor's performance. The committee will recommend awarding the contract for all three years subject to providing a certificate of insurance naming the Borough of Ephrata as an additional insured at the March meeting.
2. The Committee reviewed a third request to waive building permit fees for the Ephrata Public Library's Exploratorium Phase 2 construction project. The staff conveyed an opinion from the solicitor. Since the project is not a library related function, the project is not subject to support by the borough. The staff also provided information regarding previous permit fees paid by another non-profit, the Ephrata Rec Center. Permits were issued in 2009 and 1997 and were paid for by the Rec Center. Permits issued in 1988 and 1980 had permit fees waived. Dale Hertzog requested to read a statement. A copy of Mr. Hertzog's statement is attached. With a 1 to 1 vote the Committee will not forward the request to Borough Council. No further action is required.
3. The Committee reviewed a stormwater Operation and Maintenance Agreement for the CARA project in Ephrata Township. The CARA project, located near the intersection of Trout Run Road and Springhouse Road in Ephrata Township, proposes stormwater improvements. As part of Ephrata Township's approval process they will require that the land owner, the Borough, execute an operation maintenance agreement. The Committee will recommend that Borough Council authorize the President of Borough Council and the Borough Secretary to execute an Operation and Maintenance Agreement with Ephrata Township for the CARA project at the March meeting subject to it being in a form acceptable to the solicitor.
4. Shawn McNichol of The RASE Project and Mayor Ralph Mowen reviewed the Ephrata Cares request. Ephrata Cares is a local group of volunteers working on substance abuse mitigation. They provide education and awareness to the community. They advocate recovery and bring hope that change can happen. Ephrata Cares is planning an event every third Saturday of the month. They are asking for approval to use the Thomas P. Grater Community Park on May 19, 2018 for a Recovery Walk and Recovery Event in the Park. They will have food vendors. All activities will be free and they want to involve families. Ephrata Cares is not a registered organization and does not have insurance. They are asking that the Borough sponsor the event and extend their insurance to cover the event. The insurance won't be needed for the walk since that takes place on the public sidewalks. They are also planning a movie night July 21, 2018 at the Ephrata Rec Center. They don't need Borough permission since the Rec is the tenant and has agreed to sponsor the event. The

Committee will recommend that Borough Council grant the request to use the park on May 19, 2018 and agree to sponsor the event including insurance coverage while on the park property.

5. The Committee reviewed the fourth quarter budget report for activities under their purview. There were no concerns regarding the budget report.
6. The Committee reviewed the list of steering committee members for the Zoning ordinance rewrite. It is anticipated that the steering committee will begin to meet in March.
7. The staff provided an Economic Development update. All three groups have committed to the merger. The process to transfer the assets has begun with the Orphans Court. The committees continue to meet and work on goals. An RFP will be released soon seeking services to design a logo, help with identity and naming the organization.
8. There were no decisions from the February Zoning Hearing Board meeting.
9. There were no new applications for the March Zoning Hearing Board meeting.
10. Mrs. Rowe mentioned that the Pennsylvania State Association of Boroughs has some training opportunities for Zoning Hearing Board members.

Highway Committee

The Highway Committee met on Monday, February 26, 2018 and discussed the following:

1. The Committee reviewed a January 30, 2018 request from the Ephrata Recreation Center to conduct the 1st Annual Memorial Day 5K Race utilizing various streets in the Lincoln Heights section of the Borough on Monday, May 28, 2018 beginning at 8:00 AM. Maria Rotella, Program Assistant with the Rec Center, was present to discuss the event and answer questions. This event replaces the 5K race series conducted in previous years. The course will be open to traffic and emergency services standby is not required. The Committee will recommend that Borough Council conditionally approve the request subject to Chief Harvey's approval, notification to the affected residents within the Lincoln Heights area and Borough receipt of a satisfactory certificate of insurance naming the Borough as additional insured at their March 12, 2018 meeting.
2. The Committee heard from Richard Stauffer, Developer and Amy Kronenberg, Executive VP & Director of Development for GMS Funding Solutions regarding a request from Property Investing and Management, Inc. (PIM) for a letter from the Borough supporting PIM's request for grant funding through the Pennsylvania Department of Transportation's (PennDOT) Multimodal Transportation Fund (MTF) Program. The requested grant amount of \$2,200,000 plus \$1,400,250 of private funds contributed by the Developer will support the construction of certain public transportation improvements needed to accommodate the advancement of PIM's Ephrata Crossing development project, including a dedicated right turn lane from Bethany Road onto eastbound SR 0322 in Ephrata Borough. Following much discussion and debate the Committee determined that it is in the Borough's best interests to support the project increasing the Developer's chances for award of grant funds allowing completion of planned improvements at the Bethany Road & East Main Street (SR 0322) intersection. Grant closing date is March 30, 2018. The Committee requested that the Developer notify them regarding grant approval when available. The Developer was also asked to provide a listing of planned improvements at the aforementioned intersection and he will confirm with his attorney that he is able to do so at this time. The Committee will recommend that Borough Council authorize staff to provide a letter of support at their March 12, 2018 meeting.
3. The Committee reviewed a letter dated January 24, 2018 from the Ephrata War Memorial Association by Michael Lillis, Co-Director of the Firecracker Run requesting to use the streets of the Borough for the 41st Annual Firecracker Run event on Wednesday, July 4th, 2018. The Committee will recommend that Borough Council conditionally approve the request at their March 12, 2018 meeting subject to Chief Harvey's review and approval and Borough receipt of a satisfactory certificate of insurance naming the Borough as additional insured. This item will appear on the Consent Agenda.
4. The Committee reviewed a letter dated January 2018 from Ben Lee, Regional Director for the Make-A-Wish Foundation requesting to travel through the Borough of Ephrata with their 29th Annual Mother's Day Convoy on Sunday, May 13, 2018. The Make-A-Wish

Foundation has provided the required certificate of insurance. The Committee will recommend that Borough Council conditionally approve the request at their March 12, 2018 meeting subject to Chief Harvey’s approval and the Borough Solicitor’s review and approval of the organizer’s Event Permit and Indemnification Agreement. This item will appear on the Consent Agenda.

5. The Committee reviewed a February 19, 2018 request via email from Hope Roaten, Disaster Program Manager, American Red Cross – Central Pennsylvania to use 75 parking spaces in the West Franklin Street parking lot on Friday, April 27, 2018 from 7:00 AM to 2:30 PM to accommodate American Red Cross and community volunteers who will be going door-to-door installing free smoke alarms and providing fire safety information. The Committee will recommend that Borough Council conditionally approve the request subject to Borough receipt of a satisfactory certificate of insurance naming the Borough as additional insured at their March 12, 2018 meeting.
6. The Committee reviewed a February 5, 2018 request via email from Sarah Jones, Permit Director - Ragnar Relay, Ragnar Events, LLC to use certain Borough streets to conduct their Ragnar PA 200 mile running relay race beginning Friday morning, June 15th, 2018 in Lancaster and ends in Mt. Pocono on Saturday evening, June 16th, 2018. It is anticipated that timing runners through Ephrata Borough will occur on Friday, June 15th, 2018 anytime between 8:00 AM and 6:00 PM. Chief Harvey has reviewed and approved of this event. The event organizer has provided a satisfactory certificate of insurance. The Committee will recommend that Borough Council conditionally approve the request subject to the Borough Solicitor’s review and approval of the organizer’s Indemnification/Hold Harmless Agreement at their March 12, 2018 meeting.
7. The Committee reviewed the 4th quarter 2017 budget report for those activities under their purview. No issues or concerns were identified by the Committee.

Community Services Committee

The Community Services Committee met on February 26, 2018, and discussed the following:

1. The Committee reviewed the recommendations from the Ad Hoc Cultural Arts Grant Committee regarding the 2018 awards. The Ephrata Farmer’s Day Assoc. recommended award was removed from the list. Borough Council authorized a donation in the amount of \$10,000 as part of the 2018 budget. The Farmer’s Day Assoc. assured Council that additional funds would not be requested. The Committee based their recommendation on the 2017 awards, leaving \$700.00 not awarded. The Committee will recommend that Borough Council make the following awards for 2018 at their March meeting:

Ephrata Public Library	\$ 2,850
Summer Reading Program	
Ephrata Performing Arts Center	\$ 1,800
Center Stage Theater Camp	
Ephrata Concert Band	\$ 1,900
Free Concerts in the Park	
Ephrata Cloister Associates	\$ 700
December Programs	
Historic Society of the Cocalico Valley	\$ 950
Off-Site Exhibits @ Local Institutions	
Ephrata Area Recreation Center	\$ 1,100
Summer Camps Program	
Eicher Arts Center	<u>\$ 500</u>
Free Community Events	
Total	\$9,800

2. The Committee reviewed a request received via email dated February 4, 2018 from Knead It Massage and Bodyworks to use the Richard Winter’s Memorial Trail for a Running on the Rails Event to be held on June 9, 2018 at 9:00 am. Proceeds from the Event will be donated

to the Ephrata Linear Trail and another non-profit organization in the area. The Committee will recommend that Borough Council approve the request as part of the Consent Agenda at their March 12, 2018 meeting, subject to the receipt of a certificate of insurance naming the Borough as additional insured and the approval of an Incident Support Plan by the Chief of Police.

3. Jim Summers, Executive Director of the Ephrata Recreation Center, presented a new rate structure and additional member incentives for 2018 that resulted from the Ad Hoc Pool Committee held on October 16, 2017. The rate structure includes an increase and a new day pass with member rate. The new incentives presented are: Members Only Time, Saturdays, Sundays, and Holidays, will be from 10:30 am to 12:30 pm and the addition of an Adult Members Only picnic/luau. The new rate structure presented is as follows:

<u>Regular Season</u>		<u>Pre-Season</u>	
Pre-school resident	\$ 38	Pre-school resident	\$ 36
Pre-school non-resident	\$ 50	Pre-school non-resident	\$ 47
Pre-school day pass	\$ 4		
Pre-school w/ member	\$ 4		
Student resident	\$ 80	Student resident	\$ 76
Student non-resident	\$100	Student non-resident	\$ 95
Student day pass	\$ 10		
Student w/ member	\$ 8		
Adult resident	\$121	Adult resident	\$115
Adult non-resident	\$146	Adult non-resident	\$139
Adult day pass	\$ 13		
Adult w/ member	\$ 11		
Family resident	\$220	Family resident	\$209
Family non-resident	\$270	Family non-resident	\$256
Senior resident	\$ 92	Senior resident	\$ 87
Senior non-resident	\$113	Senior non-resident	\$107
Senior day pass	\$ 6		
Senior w/ member	\$ 6		

The Committee will recommend that Borough Council approve the new rate structure and incentives as presented at their March 12, 2018 meeting.

4. The Committee reviewed a request from WellSpan Ephrata Community Hospital to use Grater Memorial Park on Friday and Saturday, June 1-2, 2018 to host their Annual Day in the Park Event per their letter dated January 23, 2018. The Committee will recommend that Borough Council approve the request as part of the Consent Agenda at their March 12, 2018 meeting, subject to the receipt of a certificate of insurance naming the Borough as additional insured and the approval of an Incident Support Plan by the Chief of Police.
5. The Committee reviewed and discussed the 2017 fourth quarter budget report for those areas under the Committee’s purview. The Committee had no budget concerns. No further action is required by the Committee.

Special Projects Committee

The Special Projects Committee met on January 15, 2018 at 7:35 pm and discussed the following:

1. Borough Manager Thompson reviewed with the committee the changes made to the draft ordinance from the last committee meeting amending the following sections (noted in bold of the draft ordinance dated 2-16-2018):
 - Section 273-6.O
 - 273-6.R
 - 273-7.A.1
 - 273-7.A.2
 - 273-7.B
 - 273-7.C.2
 - 273-7.C.6

- 273-10
- 273-12
- 273-15

It was also recommended that 273-7 be amended to include a completeness review prior to the 90 day or 120 day clock starting.

Mr. Thompson went through the four scenarios of application processing to demonstrate that the proposed timelines will be the most efficient due to the fixed days of Borough Council committee and public meeting schedule. The scenarios include applications that:

- do not require Borough street closings, PennDOT Special Events permitting or the request to serve alcohol where unconditional permits are issued
- do not require Borough street closings, PennDOT Special Events permitting or the request to serve alcohol where conditional approvals or denials are issued and subsequently appealed
- require either/or Borough street closings, PennDOT Special Events permitting or the request to service alcohol where unconditional permits are issued
- require Borough street closings, PennDOT Special Events permitting or the request to serve alcohol where conditional approvals or denials are issued and subsequently appealed

The Committee is in favor of the proposed changes and directs the staff to circulate the draft ordinance to the Mayor and Council requesting comments prior to the March 19 committee meeting.

- February 2018 General Ledger Report
- Ephrata Pioneer Fire Company February 2018 Report
- Lincoln Fire Company February 2018 Report
- Ephrata Community Ambulance Association February 2018 Report
- Ephrata Emergency Management February 2018 Report
- Shade Tree Commission February 2018 Meeting Minutes
- Ephrata Alliance February 2018 Meeting Minutes
- Ephrata Development Organization (EDO) February 2018 Meeting Minutes

Chief Harvey advised Chief Kiefer, Ephrata Pioneer Fire Company, asked him to pass along information to Borough Council that a few of their members will be traveling to Appleton, Wisconsin on March 27-30, 2018, for the final inspection of this piece of fire apparatus. Mayor Mowen advised Council he has pictures of the new truck on his cell phone if any member would like to view them after the meeting.

NEW BUSINESS ITEMS

Consent Agenda

Mr. Reinhold advised the items on tonight’s consent agenda have been discussed in detail at their respective committee meetings and were brought forward for additional discussion at last week’s Work Session. These items are considered routine in nature and voted upon under one umbrella. These items are not open for discussion unless an individual or Council member wishes to have the item removed from the consent agenda. If an item is removed, it will be handed over to the Committee under which it was originally discussed during the standing committee recommendations.

Budget and Finance Committee

1. That Borough Council adopt Resolution 2018-6, regarding the disposition of records.

**BOROUGH OF EPHRATA
Lancaster County, Pennsylvania**

RESOLUTION 2018-6

**A RESOLUTION OF THE BOROUGH OF EPHRATA
FOR THE DISPOSITION OF RECORDS**

WHEREAS, through Resolution No. 2001-13, adopted August 13, 2001, the Borough of Ephrata declared its intent to follow the procedures for the disposition of records as set forth in the Retention and Disposition Schedule for Records of Pennsylvania Municipalities issued on May 17, 1982, and,

WHEREAS, in accordance with Act 428 of 1968, each individual act of disposition shall be approved by resolution of the governing body of the municipality;

NOW, THEREFORE, BE IT RESOLVED that the Council of Ephrata Borough, in accordance with the above cited schedule, hereby authorizes the disposition of the following public records:

<u>Record Title</u>	<u>Dates Through</u>
Payroll Time Sheets	2014
Purchase Orders/Requisitions	2010
Security Deposit Refunds	2010
Utility Bill Reports	2010
Bill Stubs	2014
Past Due Disconnection Reports	2010
Collections	2010
Banking Activity	2007
Movings	2014
Recurring Credit Cards	2013
PD Invoices A/P	2010
PD Misc. A/R Invoices	2010
Rental Permits	2010
Journal Entries	2010
Correspondence	2010
Credit Memos	2010
Daily Cash Recap	2010
Recurring CC Reports	2014
Credit Card Receipts	2014
Assessment Appeals Reports	2014
LIHEAP	2010
NSF	2010
A/P Reports	2010
Correspondence	2015
Pension Statements	2008
Abandoned Vehicles	2015
Accident Receipts	2014
Accident Reports	2012
Adult Detention Reports	2014
AED Reports	2014
Alarm Invoices	2014
Bike License Registration Cards	2012
Calibration Records	2012
Death Investigation Forms	1997
Disposed Evidence Tickets	2011
False Alarm Cards	2014
False Alarm Letters	2016
Negative Background Checks	2015
Parking Tickets	2016
PennDOT Driver's License Seizure Forms	2014
Recommendations for Special Driving Exams	2016
Closed Summary Cases	2012
Closed All Other Cases	1997
Temporary No Parking Applications	2014
Traffic Citations	2014
Transient Retail Applications	2014
Trespass Records	2014
UCR Worksheets & Printouts	2015
Validation Reports	2016
Vehicle Tow Reports	2015
Work Schedules	2014

Highway Committee

2. That Borough Council conditionally approve the January 24, 2018 request from the Ephrata War Memorial Association to use the streets of the Borough for the 41st Annual Firecracker Run event on Wednesday, July 4, 2018 subject to Chief Harvey's review and approval and Borough receipt of a satisfactory certificate of insurance naming the Borough as additional insured.
3. That Borough Council conditionally approve the January 2018 request from the Make-A-Wish Foundation for their 29th Annual Mother's Day Convoy to travel through the Borough of Ephrata on Sunday, May 13, 2018 subject to Borough receipt of a satisfactory certificate of insurance naming the Borough as additional insured and the Borough Solicitor's review and approval of the organizer's Event Permit and Indemnification Agreement.

Community Services Committee

4. That Borough Council conditionally approve the February 4, 2018 e-mail request from Knead It Massage and Bodyworks to use the Richard Winter's Memorial Trail to conduct a Running on the Rails Event on Saturday, June 9, 2018 subject to Borough receipt of a satisfactory certificate of insurance naming the Borough as additional insured and the approval of an Incident Support Plan by the Chief of Police.
5. That Borough Council conditionally approve the request from WellSpan Ephrata Community Hospital to use Grater Memorial Park on Friday, June 1, 2018 and Saturday, June 2, 2018 for their Annual Day in the Park Event per their letter dated January 23, 2018. Approval is subject to the receipt of a certificate of insurance naming the Borough as additional insured and the approval of an Incident Support Plan by the Chief of Police.

It was moved by Mr. Zimmerman, seconded by Mr. Barr, and unanimously passed to adopt and/or conditionally approve the items listed on the Consent Agenda.

STANDING COMMITTEE RECOMMENDATIONS**Development Activities Committee**

It was moved by Mr. Weiler, seconded by Mr. Barr, and unanimously passed that Borough Council award RFP #18-1 for Building Cleaning Services to M & H Cleaning subject to receipt of a certificate of insurance naming the Borough of Ephrata as an additional insured.

It was moved by Mr. Weiler, seconded by Mr. Barr, and unanimously passed that Borough Council authorize the President of Borough Council and the Borough Secretary to execute an Operation and Maintenance Agreement with Ephrata Township for the CARA project subject to it being in a form acceptable to the solicitor.

It was moved by Mr. Weiler, seconded by Mr. Barr, and unanimously passed that Borough Council grant Ephrata Cares request to use Thomas P. Grater Community Park on May 19, 2018 and agree to sponsor the event including insurance coverage while on the park property.

Highway Committee

It was moved by Mr. Barr, seconded by Mr. Ressler, and unanimously passed that Borough Council conditionally approve the January 30, 2018 request from the Ephrata Recreation Center to conduct the 1st Annual Memorial Day 5K Race utilizing various streets in the Lincoln Heights section of the Borough on Monday, May 28, 2018 beginning at 8:00 AM subject to Chief Harvey's approval, notification to the affected residents within Lincoln Heights and Borough receipt of a satisfactory certificate of insurance naming the Borough as additional insured.

It was moved by Mr. Barr, seconded by Mr. Ressler, and passed by a roll call vote of six yeas by Messrs. Barr, Reinhold, Ressler, Richard, Weiler, and Zimmerman, and one nay by Mrs. Rowe, that Borough Council conditionally approve the request from Property Investing & Management, Inc., Developer of the proposed Ephrata Crossing and Lakeside Villas development in Ephrata Township, to provide a letter supporting the Developer's application for grant funding through the Pennsylvania Department of Transportation's Multimodal Transportation Fund Program subject to Borough receipt of specific transportation improvements planned for the Bethany Road and East Main Street (SR 322) intersection provided in the grant application.

It was moved by Mr. Barr, seconded by Mr. Richard, and unanimously passed that Borough Council conditionally approve the February 19, 2018 email request from Hope Roaten, Disaster Program Manager for the American Red Cross – Central Pennsylvania to use 75 parking spaces

in the West Franklin Street parking lot on Friday, April 27, 2018 from 7:00 AM to 2:30 PM subject to Borough receipt of a satisfactory certificate of insurance naming the Borough as additional insured.

It was moved by Mr. Barr, seconded by Mr. Richard, and passed by a vote of six yeas by Messrs. Barr, Reinhold, Ressler, Richard, Weiler and Zimmerman, and one nay by Mrs. Rowe, that Borough Council conditionally approve the February 5, 2018 email request from Sarah Jones, Permit Director – Ragnar Relay, Ragnar Events, LLC to use certain Borough streets to conduct their Ragnar PA 200 mile running relay race through the Borough on Friday, June 15, 2018 between 8:00 AM and 6:00 PM subject to the Borough Solicitor’s review and approval of the event organizer’s Indemnification/Hold Harmless Agreement.

Community Services Committee

The Community Services Committee recommends the following:

It was moved by Mr. Ressler, seconded by Mr. Zimmerman, and unanimously passed by a roll call vote that Borough Council award the following Cultural Art Grants for 2018:

Ephrata Public Library Summer Reading Program	\$ 2,850
Ephrata Performing Arts Center Center Stage Theater Camp	\$ 1,800
Ephrata Concert Band Free Concerts in the Park	\$ 1,900
Ephrata Cloister Associates December Programs	\$ 700
Historic Society of the Cocalico Valley Off-Site Exhibits @ Local Institutions	\$ 950
Ephrata Area Recreation Center Summer Camps Program	\$ 1,100
Eicher Arts Center Free Community Events	<u>\$ 500</u>
Total	\$9,800

It was moved by Mr. Ressler, seconded by Mr. Zimmerman, and unanimously passed by a roll call vote that Borough Council approve the new rate structure and additional member incentives as presented by Jim Summers, Executive Director of the Ephrata Recreation Center.

<u>Regular Season</u>		<u>Pre-Season</u>	
Pre-school resident	\$ 38	Pre-school resident	\$ 36
Pre-school non-resident	\$ 50	Pre-school non-resident	\$ 47
Pre-school day pass	\$ 4		
Pre-school w/ member	\$ 4		
Student resident	\$ 80	Student resident	\$ 76
Student non-resident	\$100	Student non-resident	\$ 95
Student day pass	\$ 10		
Student w/ member	\$ 8		
Adult resident	\$121	Adult resident	\$115
Adult non-resident	\$146	Adult non-resident	\$139
Adult day pass	\$ 13		
Adult w/ member	\$ 11		
Family resident	\$220	Family resident	\$209
Family non-resident	\$270	Family non-resident	\$256
Senior resident	\$ 92	Senior resident	\$ 87
Senior non-resident	\$113	Senior non-resident	\$107

Senior day pass	\$ 6
Senior w/ member	\$ 6

APPROVAL OF CHECKS 33075 THROUGH 33348 AND THE ACH REGISTER DATED MARCH 2, 2018

It was moved by Mr. Richard, seconded by Mr. Barr, and unanimously passed that Borough Council ratify the payment of bills performed by the staff since the last regular Council meeting in the aggregate amount of \$764,671.54.

OPPORTUNITY FOR CITIZENS TO BE HEARD

There were no comments or remarks from attendees.

DISCUSSION/ANNOUNCEMENTS

Mr. Zimmerman advised he wanted to follow up on the meeting that Borough Manager Robert Thompson attended on behalf of Ephrata Borough on February 13, 2018, in which he explained the reasons the disapproval of the House bill. Mr. Zimmerman stated that all of the services or organizations that benefit the way that Ephrata Borough handles the electric venue is phenomenal for other communities and that we should all be proud of the foresight Council had back in 1902 to establish the power generation facility as well as the forethought to keep this in place for over 150 years. Mr. Zimmerman extended his thanks to Mr. Thompson for the service he has provided to the Borough.

Mr. Richard expressed his gratitude to Mr. Zimmerman for sharing his comments.

Mayor Mowen thanked Council for their support of the Ephrata Cares endeavor as well as thanked the Recreation Center who is sponsoring their June “Family Movie Night” event.

Chief Harvey thanked Council and staff for attending this evening’s Active Shooter Training.

Mr. Thompson confirmed that Senator Aument’s Town Hall meeting has been rescheduled to Tuesday, April 10, 2018, at 6:30 PM – 7:30 PM.

ADJOURNMENT

It was moved by Ms. Barr, seconded by Mr. Ressler, and unanimously passed that Borough Council adjourn. The meeting was adjourned at 7:50 PM.

Respectfully submitted,

D. Robert Thompson, Secretary