

**EPHRATA BOROUGH COUNCIL  
WORK SESSION MINUTES  
MARCH 2, 2020**

The Ephrata Borough Council Work Session was called to order by President Susan Rowe on March 2, 2020, at 7:00 p.m., in the Council Chambers of the Borough Office, 124 South State Street.

The meeting began with a moment of silence which was followed by the Pledge of Allegiance.

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

Also in attendance were Borough Manager D. Robert Thompson, Interim Police Chief Thomas Shumaker and Borough Solicitor James R. McManus, III, Esq.

The following visitors were present:

Greg Martin, 1304 Marilyn Avenue, Ephrata  
Dan Briggeman, 421 N. Maple Street, Ephrata  
Tim Auker, 542 N. State Street, Ephrata  
Jim Summers, Ephrata Recreation Center

**First Opportunity for Citizens to be Heard**

Dan Briggeman, 421 N. Maple Street, Ephrata, approached the podium and inquired about the Borough's preparedness for the coronavirus; in which, Lt. Shumaker advised meetings have occurred with the Borough's Emergency Management Coordinator and representatives from WellSpan Ephrata Community Hospital regarding the matter. Lt. Shumaker advised the best resource for citizens is via the Center for Disease Control and Prevention (CDC) to obtain factual information regarding recommended procedures on how to safeguard themselves against the virus. Lt. Shumaker advised that necessary protective gear has been ordered for Staff so that they can respond in a safe manner when dealing with medical issues in an effort to eliminate a quarantine issue with emergency responders. Lt. Shumaker reiterated a great resource for the public is the CDC website which can also be accessed via the Borough's website. Mr. Thompson added the Borough does have a pandemic plan in place which will be reviewed and updated as necessary. Mr. Thompson further advised that the Borough Office staff is looking at solutions to minimize exposure as they deal primarily with the public.

Dan Briggeman advised he would appreciate a policy change being considered if dealing with an extended period of economic downturn for the lower middle class who may find themselves out of employment as a result from this virus; thus being unable to pay their electric bill within the 60-days prior to their electric being turned off. President Rowe requested Mr. Thompson to have the matter be brought before the Budget and Finance Committee at their next meeting for discussion.

After allotting a brief time for additional citizen comments and/or remarks; and with no one in attendance approaching the podium, President Rowe turned to the Discussion of Committee Actions portion of the meeting.

**Discussion of Committee Actions**

Budget and Finance Committee

Mr. Ressler advised the Committee discussed proposed Resolution 2020-3, 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.

Mr. Ressler advised Staff reviewed with the Committee the outstanding board positions on the Zoning Hearing Board. There were two applicants; Dale Hertzog and Greg Martin. The Committee will recommend that Borough Council appoint Greg Martin as board member and Dale Hertzog as alternate board member at the voting session on March 9, 2020.

Mr. Ressler then provided a brief overview of the Discussion Items, Old Business Items and Miscellaneous Items listed on the Committee's Report.

Development Activities Committee

Mr. Zimmerman advised last month Council approved waiving building permit fees for the Rec Center whirlpool room repairs. Since that approval a roof leak developed in the whirlpool room. The estimate to repair the roof is \$11,700. Jim Summers is recommending demolishing the room since the cost of the repairs to the walls and the roof exceed the cost of demolition. The room is just used for storage and those items can be stored elsewhere. The Committee is recommending that Borough Council approve the demolition of the whirlpool room at their March meeting.

Mr. Zimmerman advised the Borough was approached by the Lancaster County Redevelopment Authority (LCRA) in February with a grant opportunity through the Pennsylvania Historical Museum Commission (PHMC). It is a \$25,000 planning grant with a dollar for dollar match available to historic buildings within a historic district. It was suggested that the Wenger Feed Mill would be a good fit to use the \$50,000. Some possible planning tools would be an in-depth structural evaluation, architectural planning, ways to integrate the building with the trail, etc. LCRA used this grant in Marietta with great success and would like the opportunity to use the grant in Ephrata. They will apply for and manage the grant. LCRA has approached two other organizations to contribute to the \$25,000 matching funds. The hope is to have a three-way split of \$8,333, but it is possible one organization would only contribute \$5,000 which would require a commitment of \$10,000 for the other two organizations of which the Borough is one. This was not budgeted because the opportunity just presented itself. The Committee will recommend that Borough Council authorize an expenditure of up to \$10,000 matching grant funds for the PHMC grant from the Capital Project fund at their March meeting.

Mr. Zimmerman advised the Economic Development Company of Lancaster County (EDC) approached the Borough to partner with them and Millersville University to do a mapping project of parcels within the Central Business District (CBD). Millersville University has development a GIS program to catalog properties with a wide variety of useful information which will be gathered by Millersville University interns. The data can be used as an economic development tool and can also be used by Codes staff for building code related issues. Lancaster

City Alliance has mapped a neighborhood and found it successful. The Borough would be the first Borough in the county to do this and EDC hopes this will be a pilot program for other Borough's. The cost of the project would be \$4,100 which includes the salary for the interns to collect the data and \$500 for the professors to review the interns' information. Based on industry standards this is a very inexpensive for this amount of data collection. There would be an annual fee of less than \$100 for Millersville to maintain the information. This was not budgeted for since we just became aware of the opportunity. It is hoped that Mainspring will maintain the data in the future when changes occur. The Committee will recommend that Borough Council authorize an expenditure of up to \$4,100 for the Millersville mapping project from the Capital Project fund at their March meeting.

Mr. Zimmerman advised Ms. Harris presented a request for a waiver of section 275-301.H.3 of the Code of the Borough of Ephrata for the Borough's Peaking Generator project. This section is found in the Stormwater Management Ordinance and requires that any area initially designed to be in stone must be considered impervious. 6,325 square feet of 2 inch round river rock is proposed to be placed for maintenance purposes within the fence and around the generators, The rock will keep the grass from growing, but will also allow the water to drain through it since it is round and won't compact. The rock will perform as a pervious surface by allowing the rain and runoff to drain through it. The Committee will recommend that Borough Council grant a waiver of section 275-301.H.3 of the Code of the Borough of Ephrata for the Borough's Peaking Generator project at the March meeting.

Mr. Zimmerman then provided a brief overview of the Discussion Items listed on the Committee's Report.

Vice President Reinhold, in referencing the Lancaster County Redevelopment Authority (LCRA) and the Economic Development Company of Lancaster County (EDC), advised he is happy that Ephrata is being pursued by these organizations and believes their interest is a direct result of the Borough's actions regarding economic development.

Mr. Thompson, in referencing the Ephrata Recreation Center's whirlpool room, advised the report states, "... the Committee is recommending that Borough Council approve the demolition of the whirlpool room at their March meeting." Mr. Thompson further advised that Ephrata Borough Authority is still the owner of the building and they will be the ones to take the action to authorize the demolition. Mr. Thompson clarified since the building will ultimately be offered to the Borough, it was brought before the Committee so this action would not be an impediment to fulfill the actions that were authorized previously going into the future. Mr. Thompson added the Committee Report should be modified to reflect that there are no objections to that going forward.

President Rowe inquired if the Rec Center is asking the Borough to pay for the demolition; in which, she was advised the Borough would not be financially responsible.

Mr. Thompson clarified the whirlpool room was actually an addition to the building and that the room will be brought back to its former condition. Mr. Thompson concluded by advising the matter will be voted on by Ephrata Borough Authority at their March 9, 2020, meeting.

Mr. Thompson referenced a memo from Nancy Harris dated February 21, 2020, revised February 28, 2020, regarding the peaking generator. Mr. Thompson advised there was an additional item that the waiver has been requested and through the Stormwater Management Ordinance, it has to do with if a land disturbance is more than 5,000 square feet, it is no longer considered a small project. Mr. Thompson further advised in this case, it is 6,500 square foot, but because most of it is due to putting the stone in for stormwater management, the second request is to grant a waiver of Section 275-301.A that reads, "Preparation of a Stormwater Management Site Plan is required for all regulated activities unless preparation and submission of a site plan is specifically exempted according to 275.502 or that activity qualifies as a small project." Mr. Thompson concluded by clarifying there will be two requests: (1) Waiver of Section 275.301.H.3 and (2) Section Waiver of 275.301.A.

Vice President Reinhold advised Ms. Harris did send a memo to the Committee advising of the additional action item and he is in agreement taking action on the request at the upcoming Borough Council meeting. Mr. Zimmerman advised he is also in agreement with the request.

President Rowe, in referencing the Lancaster County Redevelopment Authority (LCRA) grant opportunity, inquired since the Wenger Feed Mill is a privately-owned property if Borough Council has the authority to authorize a matching grant for that property. Solicitor McManus advised the general answer is yes and is typically done via redevelopment projects such as the one being proposed.

President Rowe further inquired if Ephrata National Bank, the owners of the property, is on board with the pursuing of the grant; in which, Mr. Thompson advised it is his understanding LCRA has had conversations with ENB and there were no objections with the pursuit of the grant only the amount of matching contributions towards it. Mr. Thompson advised that is the purpose of the recommendation being up to a maximum of \$10,000.

#### Public Safety Committee

Vice President Reinhold advised Lieutenant Shumaker presented a request for the disposition of assets in the form of (13) WatchGuard In-Car Camera Systems with a total value of \$5,900.00 to be deposited in revenue account 01-00-000-3920. - ***Unanimously approved by Committee- Action by Borough Council***

Vice President Reinhold advised Lieutenant Shumaker presented the option of adding Paul Moore as a part-time evidence custodian at a rate of \$20.00 per hour and not to exceed 15 hours per week. This position will begin effective October 1, 2020. – ***Sent back to Committee for the March 16, 2020 meeting during the March 2, 2020 Work Session meeting***

Vice President Reinhold advised Chief Kiefer presented at the January meeting a request for funding repairs to the Pioneer Fire Department's Siren Activation and Paging System. Pioneer Fire Department was unsuccessful in obtaining financial assistance from Lancaster County or Ephrata Township and has requested financial assistance from the Borough. Hammel Installs, LLC, is the approved vendor for these repairs in an amount not to exceed \$1,200.00 that will be

funded from the 2020 Emergency Management Account 01-30-303-6260. - *Unanimously approved by Committee- Action by Borough Council*

Vice President Reinhold then provided a brief overview of the Discussion Items listed on the Committee's Report.

Lt. Shumaker, in referencing, the 2019 4<sup>th</sup> Quarter Budget Report Discussion Item, provided clarification regarding the Committee's inquiries discussed at their Committee Meeting; in which, Vice President Reinhold thanked him for the information.

Mr. Ressler, in referencing the Pioneer Fire Department's funding request, noted these are external sirens used to notify the public of emergencies and, therefore, is an action that benefits the residents within the Borough directly. Mr. Richard inquired if Lincoln Fire Company is also having issues with their sirens; in which, Mr. Thompson advised they do have an issue but they have not yet approached the Committee.

Mr. Richard, in referencing the Part-Time Evidence Custodian Position request, sought clarification if Paul Moore's, who is retiring in August 2020, current assignment consists of being the School Resource Officer (SRO) as well as taking care of the evidence; in which, Lt. Shumaker advised he is correct. Mr. Richard inquired as to why the next SRO would not take on the evidence responsibility as well; in which, Lt. Shumaker advised the SRO position has evolved quite a bit from when it was initially started. Lt. Shumaker further advised that historically the summer months are used for the SRO to utilize their vacation time as well as complete some additional projects. Lt. Shumaker stated that Paul Moore was an evidence custodian prior to applying for and accepting the SRO position and the Department decided to continue utilizing him in that role. Lt. Shumaker further stated that retaining Officer Moore on a part-time basis makes sense due to his knowledge and being the individual who set up and currently maintains the evidence room. Mr. Richard inquired if the next SRO will be trained to handle the evidence piece at some time in the future; in which, Lt. Shumaker advised he would prefer to keep the role as a civilian position so that the law enforcement staff can maintain their focus on public safety.

Vice President Reinhold sought clarification regarding this position being handled by a civilian rather than a police officer; in which, Lt. Shumaker advised that currently the Community Service Officer, a civilian position, serves as an Evidence Custodian for the Department. Mr. Zimmerman inquired if this position should be approved by the newly selected Chief of Police prior to its establishment. Mr. Ressler stated from what he is gathering, there may possibly be a time gap where an Evidence Custodian may not be in place and feels continuity needs to be an important aspect in making this decision.

Mr. Richard, in referencing the Committee Report, advised it states, "... presented an option ..." highlighting the word "option" which is not a guarantee; in which, Mayor Mowen clarified the ask is for the position to be approved by Borough Council.

President Rowe inquired if the Committee wishes to take this matter back to Committee for further discussion. Vice President Reinhold advised he is not opposed to discuss this matter

further if time is available to do so; in which, Lt. Shumaker advised there is a bit of time for this matter to be addressed. After which, Mr. Richard advised he would like to take this matter back to Committee for further discussion. Additionally, Mr. Ressler advised he is comfortable with the Recommendation as it is, but due to Mr. Richard not being at the last meeting, he is also comfortable to return this matter to Committee since it is not a time-sensitive matter. President Rowe then requested this item be added as an Action Item to the upcoming Public Safety Committee Meeting.

Mr. Thompson recommended Council to act on the matter in a timely fashion so that if the position is not established, the Police Department can plan on a successor picking up those duties and starting the necessary training to be up and running to the maximum extent possible. Lt. Shumaker then clarified that as this would be a non-union part-time position, the Chief would be able to eliminate the position without issue if he/she saw appropriate to do so.

#### Highway Committee

Mr. Richard advised the Committee reviewed a January 23, 2020 request from the Ephrata Recreation Center to conduct the 3<sup>rd</sup> Annual Memorial Day 5K Race utilizing various streets in the Lincoln Heights area of the Borough on Monday, May 25, 2020 beginning at 8:00 AM. Maria Rotella, Program Assistant with the Rec Center, was present to discuss the event. The Borough's EMC has reviewed and endorsed this event as planned. The Committee will recommend that Borough Council conditionally approve the request subject to Borough receipt of a satisfactory certificate of insurance naming Ephrata Borough as additional insured at their March 9, 2020 meeting. This item will appear on the Consent Agenda.

Mr. Richard advised the Committee reviewed an Ordinance to amend the Code of the Borough of Ephrata, Chapter 305, Vehicles and Traffic, Section 305-100, Schedule XVII: Parking Prohibited at all Times by adding thereto the north side of Lemon Street beginning at a point 169 feet east of the east curb line of Pointview Avenue a distance of 16 feet east. The property owner requesting the parking restriction was notified and confirmed that the parking restriction has improved his garage access issue. This Ordinance converts an existing 90-day experimental regulation via Resolution 2019-31 adopted by Council at their December 9, 2019 meeting. The Committee will recommend that Borough Council enact Ordinance No. 1553 at their March 9, 2020 meeting.

Mr. Richard then provided a brief overview of the Discussion Items listed on the Committee's Report.

Ms. Martin sought clarification if there will be a Recommendation to replace the parking meters at next week's meeting; in which, President Rowe advised the matter will be discussed later during the meeting. Mr. Richard then advised he would like to discuss the Borough's existing 92 parking meters; in which, six are currently inoperable and 60 of them have fogged lenses which need to be replaced. Mr. Richard further advised on February 27, 2020, the Committee members received information from David Burkholder who advised he made contact with the company that manufactures the meters. Mr. Burkholder provided the following cost information: (1) \$6.50 each to replace the lenses with the total being \$390.00; (2) \$99.00 to access/repair the damaged meters OR \$203.00 to replace the meter; (3) \$350.00 for the rental of a device to

reprogram the meters for a time period of two weeks. Mr. Richard further advised that by the Borough doing the replacement and/or repair of the meters, although no cost information was received regarding shipping expenses, the cost estimate came to approximately \$2,158.00.

Additionally, Mr. Richard advised the Committee had a discussion regarding the prices of current parking times and is recommending to keep the dollar amounts the same, but changing the time limit for that amount to be cut in half. Mr. Richard reiterated that the intent of the parking meters in place are to keep the downtown fluid, keeping people moving and to have parking available to keep our downtown business district vibrant. President Rowe asked Mr. Weiler and Ms. Martin if they are in agreement with Mr. Richard's recommendation; in which, they both agreed with Mr. Richard's comments. President Rowe requested this topic be added as an Action Item for next week's Borough Council meeting. Mr. Thompson recommended adding a "not to exceed \$3,000" clause to the recommendation; in which, all Committee members were in agreement.

Mayor Mowen, in referencing the South Oak Street Bridge discussion item, inquired if the Borough is looking to replace all of the metal railings; in which, Mr. Richard provided clarification advising that no walls are being installed at this point in time. Mr. Thompson added another item discussed was the possibility of milling off the asphalt surface and repairing the concrete which would restore the curb reveal to 8-plus inches. Mr. Richard advised this matter is still being addressed by the Committee with additional research being completed.

#### Community Services Committee

Mr. Weiler advised the Committee reviewed a request from Jerry Guldin, owner of KneadIt Massage & Bodyworks, LLC, to use the Richard Winter's Memorial Trail for the Running on the Rails 2020 event to be held on Saturday, June 6, 2020 from 8:00 AM to 11:30 AM. Setup will begin at 8:00 am. The layout of the race is exact to past years. There will be EMT's onsite for any medical emergencies. Proceeds will benefit the Ephrata Linear Trail. Staff member, Tracy Roseberry, contacted Maria at the WRRC to make sure there are no conflicts. There were not and it has been placed on their calendar. The Committee will recommend that Borough Council approve the request as part of the Consent Agenda at their March 9, 2020 meeting, subject to the receipt of a Certificate of Insurance naming the Borough as an additional insured and an Incident Support Plan approved by the Emergency Management Director.

Mr. Weiler advised the Committee reviewed a request from WellSpan Ephrata Community Hospital to use Grater Memorial Park on Friday, June 5, 2020 for setup and Saturday, June 6, 2020 to host their Annual Healthy Day in the Park event per their letter dated January 15, 2020. The Committee will recommend that Borough Council approve the request as part of the Consent Agenda at their March 9, 2020 meeting, subject to the approval of an Incident Support Plan by the Emergency Management Director. We are in receipt of a Certificate of Insurance naming the Borough as an additional insured.

Mr. Weiler advised the Committee reviewed a Contract submitted by Professional Wildlife Control Services for the removal of muskrats from Bethany Park utilizing trap devices. The muskrats are damaging the park and storm water facilities. This process has been successfully done several times in the past. The last time was approximately 6 years ago. It is an ideal time

for trapping because growth is down. The cost to the Borough is \$6,700.00. It is an unbudgeted expenditure but will be paid out of funds already in the budget. The Committee will recommend that Borough Council approve at their March 9, 2020 meeting, the removal of muskrats at Bethany Park contingent on the review and acceptance of the Agreement by the Borough Solicitor.

Mr. Weiler advised the Committee reviewed the bids received for Bid #20-3 Turf Maintenance Services. The bid is for a 3-year total amount of \$142,000.00. Years 2 and 3 are optional and at the discretion of Borough staff upon satisfactory vendor performance each year. The Committee will recommend that Borough Council award the bid, at their March meeting, to the low bidder, E.W. Reiff Lawn Care, Ephrata, PA in the amount of \$45,000.00 for year one. This item will appear on the Consent Agenda.

Mr. Weiler advised Jim Summers, Executive Director of the Ephrata Rec Center, reviewed pool rate increase data, 2019 membership comparison data, day pass comparison data, and presented the 2020 pool pass options. Increases are on a two-year cycle, with 2020 being an increase year. After much discussion, the Committee will recommend that Borough Council approve at their March 9, 2020 meeting, a 5% increase to resident membership fees, a 10% increase to non-resident membership fees, and a \$2.00 increase (from \$13.00 to \$15.00) to the adult day pass fee. Pre-school, student, and senior will remain the same at \$4.00, \$10.00, and \$6.00 respectively.

Mr. Weiler then provided a brief overview of the Discussion Items listed on the Committee's Report.

Mr. Ressler, in referencing the removal of muskrats from Bethany Park, inquired if it is a live trap and relocation process; in which, Mr. Thompson advised it is not a "capture and release" process.

Mr. Summers sought clarification regarding membership increases advising it was discussed to have 5% for residents and 10% for non-residents; in which, Mr. Weiler advised he is correct. Mr. Summers advised he will provide a document showing the proposed rates. Mr. Thompson advised he will request the Committee Report be revised to reflect the correct rates.

President Rowe, in referencing Bid #20-3 for Turf Maintenance Services, advised she had questioned the percentage of the Borough-owned property that is covered by the contract and the percentage that the Rec Center mows and inquired if the information is available; in which, Mr. Summers advised the Rec Center mows approximately 80% and the contractors mow about 20% of the property.

#### Municipal Enterprises Committee

Ms. Martin advised there are no Action Items to be brought before Council for a vote.

Ms. Martin then provided a brief overview of the Discussion Items listed on the Committee's Report.

#### Special Projects Committee



Mr. Ressler advised there are no Action Items to be brought before Council for a vote.

Mr. Ressler then provided a brief overview of the Discussion Items listed on the Committee's Report.

Mr. Richard, in referencing Eberbach, Germany, stated he has traveled there numerous times and advised they have a real keen interest in Ephrata and he is glad to see steps being taken to solidify the relationship. Mayor Mowen inquired about the flags of Eberbach and the Borough and if they are currently being displayed in the lobby; in which, Mr. Thompson advised when the lobby is transitioned from the winter to spring décor, the flags will be part of the display.

President Rowe, in referencing the Spotted Lantern Fly discussion, advised she reached out to Ms. Englert who stated she was at the wrong meeting that evening and apologized. Ms. Englert advised she will be attending the next Committee Meeting and requested that it be added to the agenda.

President Rowe, in referencing Friends of Eberbach, advised no dates have been confirmed as to when the citizens from Eberbach will be in Ephrata. President Rowe further advised she invited members to attend the Committee Meeting so this can be discussed further. President Rowe stated she was told that they would love to have Borough Council members on their float in the upcoming Ephrata Fair Parade.

Mr. Richard, in referencing the Gateway Signs, inquired if Mayor Mowen had an opportunity to make contact with the various organizations; in which, Mayor Mowen advised he has received information from Staff and will be making contact in the near future. Mr. Richard then stated, "... in having these long relationships with these organizations in town, it would ... it would be so sad if we would not have the buy-in from everybody to get their names back up again ... because it took us so long to get these signs up and they are looking nice ... and now there is nothing on the signs ... I just hope we can get this completed."

#### Personnel Committee

Vice President Reinhold advised there are no Action Items to be brought before Council for a vote.

Vice President Reinhold asked those in attendance to refer to the Discussion Items listed on the Committee's Report for additional information.

#### **Second Opportunity for Citizens to be Heard**

After allotting a brief time for citizen comments and/or remarks and with no one in attendance approaching the podium, President Rowe turned to the discussion/announcements portion of the meeting.

#### **Discussion/Announcements**

Mr. Zimmerman advised he, along with Ms. Martin, attended the Lancaster County Borough's Association meeting held last week which was very well attended. Mr. Zimmerman advised the

Lancaster County Redevelopment Authority (LCRA) as well as the EDC were “tooting the horn of Ephrata Borough” as to our involvement in economic development.

Mr. Zimmerman referenced the upcoming census and inquired if this information can be added to the Borough’s website to remind residents to take part in it. Mr. Zimmerman inquired if census staff informs Borough Staff of when they are in the area; in which, Mr. Thompson advised that as updates are received they are forwarded to “The Ephrata Review” for publication.

Ms. Martin echoed Mr. Zimmerman’s comments regarding LCRA’s and EDC’s praises of Ephrata Borough.

Ms. Martin advised that LCBA’s next meeting is April 29, 2020, in Denver, and she is hopeful that more will be in attendance.

Ms. Martin, in referencing Mr. Zimmerman’s comments regarding the upcoming census, advised she will request the reminder be added to Mainspring of Ephrata’s website.

Mr. Richard, in referencing Mr. Zimmerman’s comments regarding the upcoming census, advised that information he received at last month’s meeting was that for each person who completes the census, it can be equivalent to about \$2,000-\$3,000 in tax money and money that is given to the municipality; therefore, “... it is serious money to catch all of these people including those in retirement homes, in colleges, in prisons ... everyone .. so they want to catch everybody ... so they have a monumental task ahead.”

Vice President Reinhold inquired if any of the Coronavirus fact sheets can be linked to the Borough’s website; in which, Mr. Thompson advised they will be added to the website.

Vice President Reinhold requested an update regarding Pine Street and Oak Street; in which, Mr. Thompson advised the issue should be wrapped up this week. Mr. Thompson further stated, “... it’s a moving situation ... there was another small leak ... but I think we are at the end.”

Vice President Reinhold, in referencing the Cultural Arts Grant matter where a decrease in funds were allocated to the Ephrata Cloister and his request for Council Members to donate funds to make up the \$50 difference, advised that he received \$100 in total to donate to the Ephrata Cloister Associates. Mr. Richard expressed his appreciation to all who donated funds.

Mayor Mowen advised he will make contact with the appropriate contacts to ensure the Borough is doing everything possible regarding the Coronavirus issue. Mayor Mowen thanked Lt. Shumaker for contacting WellSpan ECH and beginning discussions with them regarding the issue. Mayor Mowen advised ongoing communications will be key to keep the residents informed as this issue evolves.

Mayor Mowen, in referencing the LCBA, advised attendance goes in waves; however, last month’s meeting was the best she has attended.

Mayor Mowen, in referencing Pine Street, inquired once the street is open if it remain open or will it be closed later this year for replacement of the line. Mr. Thompson advised at this month's Ephrata Area Joint Authority meeting, the Board will be asked to defer one Capital Project in lieu of the replacement of the remaining sections along Pine Street.

Mayor Mowen advised he will be providing an update at the next Special Projects Committee Meeting regarding the status of the Gateway signs.

Mr. Thompson, in referencing the Coronavirus, advised the way issues get addressed in local government is that if the issue expands beyond our local boundaries, then it becomes a County issue or LEMA; and, if it goes beyond the County, then it's PEMA for the state; and, if it goes beyond the state, then it's FEMA. Mr. Thompson further advised that Staff will be taking their lead from sources that are more resourceful; however, having a local plan in place, along with the resources and information provided, is how Staff plans to address the issue.

President Rowe provided a brief overview of upcoming PSAB classes and webinars advising if there is any interest in obtaining additional information to make contact with her.

President Rowe advised that Ms. Martin will be presenting on the Junior Council Program during the Municipal Moment at the next Borough Council meeting.

### **Adjournment**

It was moved by Mr. Richard and seconded by Mr. Zimmerman to adjourn. The meeting was adjourned at 8:34 p.m.

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D. Robert Thompson, Secretary