

**EPHRATA BOROUGH COUNCIL
WORK SESSION MINUTES
JANUARY 4, 2021**

The Ephrata Borough Council Work Session was called to order by President Susan Rowe at 7:00 PM on January 4, 2021, in the Council Chambers of the Borough Office, 124 South State Street.

Due to the Coronavirus – COVID-19 guidelines set forth by Governor Tom Wolf and in the respect of the practice of social distancing, President Susan Rowe, Vice President Thomas Reinhold and Council Members Victor Richard, Ricky Ressler, and Linda Martin and Borough Manager D. Robert Thompson were present within Council Chambers while the remaining Council Members including President Pro Tem Melvin Weiler, Timothy Barr (NOTE: Joined the meeting at 7:02 PM), and Greg Zimmerman, Mayor Ralph Mowen, as well as the Solicitor, James R. McManus, III, Esq. and Police Chief John Petrick participated via a video conference.

The following visitor(s) were present:

Tim Auker, 542 N. State Street, Ephrata

The following visitor(s) participated via video conferencing:

Marylouise Sholley, The Ephrata Review

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

STATEMENT FROM PRESIDENT ROWE CONCERNING HOLDING A PUBLIC MEETING VIA VIDEO CONFERENCE

“This meeting was advertised in accordance with Act 15 of 2020 enabling residents that wish to participate in the meeting virtually to do so through the duration of the COVID-19 emergency declaration. Although the mandates have been lifted, there are still restrictions on the number of people we can have at a gathering in a building, so we are meeting those standards.” President Rowe, addressing Mr. Thompson, inquired if any citizen participating virtually wished to address Council; in which, Mr. Thompson advised Marylouise Sholley from The Ephrata Review is participating and did not ask to speak. Mr. Thompson then informed President Rowe that no public comments were received prior to the start of the meeting.

President Rowe then advised that the Personnel Committee met in an Executive Session prior to this meeting to discuss a personnel matter.

First Opportunity for Citizens to be Heard

With no citizens in attendance wishing to address Council, President Rowe moved onto the Discussion of Committee Actions.

Discussion of Committee Actions

Personnel Committee

Vice President Reinhold advised the Committee did not meet during the month of December 2020; however, at the December 14, 2020, Voting Session, President Rowe provided Borough Council the required 28-day notice that guidelines, procedures and policies are to be ratified at

the January Voting Session. Vice President Reinhold further advised that President Rowe requested all members of Council to review the documents and advise of any necessary changes.

Vice President Reinhold then advised the following Reference Materials are to be ratified at the January 11, 2021, Voting Session:

- By-Laws
- Rules of Order
- Borough Council Meeting Guidelines
- Committee Meeting Guidelines
- Telecommunications Policy
- Code of Ethics/Conflicts of Interest Guidelines
- Whistleblower Policy
- Employee Evaluation Guidelines
- Borough Manager Evaluation Form
- Borough Manager Self-Evaluation Form
- Chief of Police Evaluation Form
- Chief of Police Self-Evaluation Form
- Performance Management Process

Mr. Richard, in referencing the terms of serving as Council President, Vice President, etc., advised he believed a 2-year term was established; in which, President Rowe, referencing the Pennsylvania State Borough Code, advised the President and the Vice President of Council serve at the pleasure of Council and there is no established term limit.

President Rowe advised she is providing the required 28-day notice to Council that she will be revisiting and reviewing these documents with the Personnel Committee at their next meeting as she has made observations of some possible revisions. Mr. Ressler then sought clarification regarding if the documents are still being ratified at the January 11, 2021, Voting Session; in which, President Rowe clarified the documents will indeed be ratified at the Voting Session with them being revisited at the next Personnel Committee meeting. President Rowe further clarified if there are any changes, the affected document will then be ratified at the February Voting Session.

Committee Recommendations

Public Safety Committee

It was moved by Vice President Reinhold, seconded by Mr. Richard, and unanimously passed that Borough Council approve the disposition of assets for a 2008 Chevrolet Impala VIN 2G1WS553481247230 by accepting the winning bid of \$3,750.00 submitted by the Northern York County Regional Police Department. Mileage 78,305.

It was moved by Vice President Reinhold, seconded by Mr. Ressler, and unanimously passed that Borough Council approve the disposition of assets for a 2008 Chevrolet Impala VIN 2G1WS553581250038 by accepting the winning bid of \$3,500.00 submitted by Angela Petrick.

Mileage 77,930.

It was moved by Vice President Reinhold, seconded by Mr. Richard, and unanimously passed that Borough Council approve the disposition of assets for a 2016 Dodge Charger VIN 2C3CDXKT3GH242809 by accepting the winning bid of \$13,300.00 submitted by Blakely Borough. Mileage 70,000 and engine hours 8172.

It was moved by Vice President Reinhold, seconded by Mr. Ressler, and unanimously passed that Borough Council approve the disposition of assets for a 2016 Dodge Charger VIN 2C3CDXKT0GH238104 by accepting the winning bid of \$13,000.00 submitted by Randy Grim. Mileage 62,258 and engine hours 7788.

It was moved by Vice President Reinhold, seconded by Mr. Richard, and unanimously passed that Borough Council approve the disposition of assets for a 2016 Dodge Charger VIN 2C3CDXKT7GH238102 by accepting the winning bid of \$13,000.00 submitted by Frank Anunziato. Mileage 62,836 and engine hours 7758.

Second Opportunity for Citizens to be Heard

After allotting a brief time for citizen comments and/or remarks, President Rowe turned to the discussion/announcements portion of the meeting.

Discussion/Announcements

Mr. Zimmerman expressed his appreciation to Mr. Thompson for providing answers to the questions he circulated earlier in the day.

Mr. Barr expressed his appreciation to the Borough crews who work very diligently to treat and clear the roadways during the winter season.

Mr. Richard, addressing Mr. Thompson, inquired if the Borough has any plans in place regarding the disbursement of the COVID-19 vaccine. Mr. Thompson advised discussions have been primarily focused on whether there would be mandatory requirements in place with the determination being there will not be. Mr. Thompson further advised the Borough may be included in Group 1B as first responders; however, there he is still waiting further information and guidance. Mr. Thompson, in referencing Ephrata being a possible site for public vaccinations, advised if given an opportunity, he does not believe the request would be turned down.

Ms. Martin wished all a “Happy New Year ... and, hopefully, we have a better year in 2021 and a little bit less drama and stress than 2020.”

Vice President Reinhold also wished a “Happy New Year” to all. Vice President Reinhold, referring to Mr. Barr’s comments, inquired if overtime is accounted for those employees who work extra hours due to winter weather conditions; in which, Mr. Thompson advised it is accounted for.

Mayor Mowen, in referencing COVID-19 vaccinations and sites, advised at the last Emergency Management Coordinators meeting, WellSpan was asked if they would be providing public inoculations or whether it would strictly be handled by CVS and/or Walgreen's. Mayor Mowen advised they were told at this point, it is unknown and they (WellSpan) are awaiting further information. Mayor Mowen noted that potential sites will have to be large enough for the people to sit/wait for 15-30 minutes after they receive the vaccination to make sure there are no side effects which will have some bearing on possible locations.

Mayor Mowen advised at the State Mayor's Association meeting, one of the Mayors discussed a new law which goes into effect at the end of January 2021 called "Personal Delivery Devices." Mayor Mowen advised these devices include robotic delivery devices utilized by FedEx and UPS to deliver items around municipalities. Mayor Mowen further advised he will provide information to Mr. Thompson and requested he pass it along to Council Members for their review.

Mayor Mowen concluded his comments by wishing all a "Happy New Year ... I look forward to a better year."

President Rowe advised she will not be seeking re-election for another term on Borough Council and expressed she believes it is time to allow someone else the opportunity to serve.

Adjournment

It was moved by Mr. Richard and seconded by Ms. Martin to adjourn. The meeting was adjourned at 8:21 p.m.

D. Robert Thompson, Secretary