

HIGHWAY COMMITTEE REPORT – MARCH 13, 2023

Members: Richard, Chairman; Martin, Vice Chairman; Musser, Member; Buohl, Alternate; Burkholder, Staff

Attendees: Committee: Richard, Chairman; Martin, Vice Chairman; Musser, Member; Buohl, Alternate
Council: Reinhold, Council President; Zimmerman
Staff: Burkholder, Harris
Guests: Jim Summers, Lisa Willwerth, Mitch Butts, Jamie Groff

The Highway Committee met on February 27, 2023 at 5:36 PM at Ephrata Borough Hall, 124 South State Street.

Approval of Agenda:

Mr. Burkholder provided confirmation of the following:

1. The meeting agenda was posted on the Borough's website and at Borough Hall no later than 24 hours in advance of the time of the meeting.
2. The meeting agenda included a listing of each matter of Borough business that will be or may be the subject of deliberation or official action at the meeting.
3. There were no changes made to the meeting agenda after it was posted.
4. The meeting agenda was made available to individuals in attendance at the meeting.

Committee Chair Richard asked if there were any requests to add a matter of Borough business to the meeting agenda. Seeing none, Mr. Richard asked for a motion to accept the meeting agenda as posted. Ms. Martin moved and Mr. Musser seconded to approve the meeting agenda as posted. The motion carried unanimously.

Action Items:

1. The Committee reviewed a January 25, 2023 letter request from Maria Rotella, Program Assistant at the Ephrata Recreation Center, to conduct the 5th Annual Memorial Day 5K Run utilizing various streets in the Lincoln Heights area of the Borough on Monday, May 29, 2023 beginning at 8:00 AM. Jim Summers discussed the event with the Committee. The Committee will recommend that Borough Council conditionally approve the request subject to review and approval by Emergency Management Coordinator Randy Gockley and Interim Police Chief Lt. McKim, Borough receipt of a certificate of insurance naming the Borough of Ephrata as additional insured, and notifications about the event delivered to residents of the Lincoln Heights development at their March 13, 2023 meeting.
2. The Committee reviewed a letter, dated February 13, 2023 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 46th Annual Firecracker Run event on Tuesday, July 4, 2023. Jim Summers discussed the event with the Committee. The Committee will recommend that Borough Council conditionally approve the request subject to review and approval by Emergency Management Coordinator Randy Gockley and Interim Police Chief Lt. McKim, and Borough receipt of a certificate of insurance naming the Borough of Ephrata as additional insured at their March 13, 2023 meeting.
3. The Committee reviewed a letter request from Ed Ostrowski, RLA with ELA Group, Inc. dated February 6, 2023 asking to replace conventional, depressed straight curb at an existing driveway entrance into public tennis courts along Legion Avenue with slant curb which requires Council approval. The Committee will recommend that Borough Council approve the request at their March 13, 2023 meeting.

4. The Committee reviewed a February 2, 2023 letter request from Michael Ast, Technical Sales, representing UGI Utilities, Inc. of Reading, PA requesting a temporary road closure in the 300 block of East Fulton Street to accommodate their construction activities to provide natural gas service to 71 Bethany Road. UGI's traffic control subcontractor will provide and maintain signage as required. East Fulton Street closure between Tom Avenue and Bethany Road is tentatively scheduled between 7:00 AM and 4:00 PM on March 14, 2023. The Committee will recommend that Borough Council approve the temporary road closure at their March 13, 2023 meeting.
5. The Committee reviewed the February 22, 2023 letter of requests from Mainspring of Ephrata's Christmas in Ephrata Committee regarding the Christmas in Ephrata 2023 event. Lisa Willwerth representing Mainspring of Ephrata discussed the events with the Committee. The Committee will recommend that Borough Council conditionally approve the requests subject to approval and establishment of an Incident Support Plan by EMC Randy Gockley and Interim Police Chief Lt. McKim, Borough receipt of a certificate of insurance naming the Borough of Ephrata as additional insured, and receipt of a PennDOT issued Special Events Permit to close a numbered state route with Mainspring of Ephrata as applicant at their March 13, 2023 meeting.
6. The Committee reviewed Mainspring of Ephrata's 2023 New Year's Eve Celebration event planning requests. Lisa Willwerth representing Mainspring of Ephrata provided the details for the planned New Year's Eve Celebration event beginning December 31, 2023 at 9:30 PM and ending at 12:30 AM on January 1, 2024. The Committee will recommend that Borough Council conditionally approve the requests associated with the New Year's Eve Celebration subject to approval and establishment of an Incident Support Plan by EMC Randy Gockley and Interim Police Chief Lt. McKim, Borough receipt of a certificate of insurance naming the Borough of Ephrata as additional insured, and receipt of a PennDOT issued Special Events Permit to close a numbered state route with Mainspring of Ephrata as permit applicant at their March 13, 2023 meeting.

Discussion Items:

1. The Committee listened to a Flowbird parking meter / pay station presentation and observed a product demonstration from Mitchell Butts, President and Jamie Groff, Vice President of Sales with Butts Ticket Systems from Cochranville, PA, authorized Distributors for Flowbird headquartered in Moorestown, NJ. Staff will meet on-site with Butts Ticket Systems representatives soon to discuss parking pay station / meter layout for Ephrata's CBD and report back to the Committee when that data is available.
2. The Committee reviewed the 4th Quarter 2022 budget report for those activities under their purview. Borough Manager Harris explained the overage on street cleaning for 2022. No other concerns currently.

Old Business Items:

1. Ephrata Police were asked to provide their input regarding Apple Street truck traffic following completion of Garden Spot Auto Auction's (GSAA) construction project. Sergeant Schmitt with the Ephrata Police stated that the roadway (Apple Street and Lincoln Garden Road) in this area needs repaved and motor vehicle speeding issues are still present. Citing that truck traffic to and from GSAA is currently not an issue, Chairman Richard requested that this item be removed from Old Business Items.

Miscellaneous Items:

1. None