

**EPHRATA BOROUGH COUNCIL
WORK SESSION MINUTES
MARCH 6, 2023**

The Ephrata Borough Council Work Session was called to order by President Thomas Reinhold at 7:00 PM on March 6, 2023, in the Council Chambers of the Borough Office, 124 South State Street.

In attendance in addition to the President were Vice President Linda Martin, President Pro Tem Victor Richard and Council Members Timothy Barr, Alan Buohl, Kory Musser, Ricky Ressler and Gregory Zimmerman as well as Mayor Ralph Mowen.

Also in attendance were Borough Manager Nancy Harris, Interim Chief of Police Christopher McKim and Borough Solicitor Isaac P. Wakefield, Esq., Salzman Hughes.

The following visitors were present within Council Chambers:

Larry Alexander, The Ephrata Review
Steve Aronson, 424 Lake Street, Ephrata
Tim Auker, 542 N. State Street, Ephrata
Joy Ashley, Mainspring of Ephrata
Mike Eichenlaub, 406 E. Main Street, Ephrata
Steve Gergely, Harbor Engineering
Valerie Houtz, 406 E. Main Street, Ephrata
Tina Thompson, 872 Fairview Ave., Ephrata

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

Approval of Agenda

Ms. Harris 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.

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

First Opportunity for Citizens to be Heard

Mike Eichenlaub, 406 E. Main Street, Ephrata, advised he is the President of the Board for the Ephrata Public Library. Mr. Eichenlaub began his comments by extending his appreciation to Council for their service to the community. Mr. Eichenlaub then commented, "... I am a little concerned about the perception of the lack of transparency between the Library and the Borough ... we are not trying too not be transparent." Mr. Eichenlaub advised the requested bylaws were provided electronically to Ms. Harris on December 5, 2022, to be shared with Council. In concluding

his comments, Mr. Eichenlaub encouraged members of Borough Council to reach out to him directly if there are any additional inquiries and/or concerns.

With no additional citizens in attendance wishing to address Council at this time, President Reinhold moved onto the Discussion of Committee Actions.

Discussion of Committee Actions

Budget and Finance Committee

The Budget and Finance Committee met on February 27, 2023, at 6:54 PM at Ephrata Borough Hall, 124 South State Street.

Action Items:

1. The Committee reviewed Resolution 2023-05 authorizing disposition of records. The Committee will recommend that Borough Council adopt the resolution at their March 13, 2023, meeting.
2. The Committee reviewed Resolution 2023-06 updating Morgan Stanley authorized account personnel. The Committee will recommend that Borough Council adopt the resolution at their March 13, 2023, meeting.
3. The Committee reviewed Resolution 2023-07 Mission Square removal of former employees. The Committee will recommend that Borough Council adopt the resolution at their March 13, 2023, meeting.
4. The Committee will recommend that Borough Council enter into the agreement with Government Management Services, LLC, for the addition of public funding and financing consulting services to their current consulting agreement and authorize 2023 unbudgeted expenditures for the fees noted therein, an additional \$2,000 per month.

Mr. Ressler then provided an overview of the Discussion Items as listed on the Committee Report.

Commissioner John Trescot, Lancaster County Commissioners' Office

At this time in the meeting, President Reinhold introduced Commissioner Trescot who provided a brief presentation of how the county branch of government operates, as well as highlighted various key projects currently in process which includes the distribution of the second round of ARPA funds throughout the County.

Upon concluding his presentation, Commissioner Trescot provided an opportunity for Council to ask any questions they may have resulting in a brief question and answer session followed by the continuance of the Discussion of Committee Actions.

Discussion of Committee Actions, Continued

Development Activities Committee

The Development Activities Committee met on February 27, 2023, at 7:30 PM at Ephrata Borough Hall, 124 South State Street.

Action Items:

1. The Committee reviewed a request from Mainspring of Ephrata to hold the annual Party on the Plaza events for 2023. The Committee will recommend that Borough Council grant the request to serve alcohol at Whistle Stop Plaza subject to the receipt of a Certificate of Insurance naming the Borough as an additional insured, an incident support plan approved by Emergency Management, and the receipt of a copy of a PLCB special occasion permit at the March Borough Council meeting. This item will appear on the Consent Agenda.
2. The Committee reviewed a request from Mainspring of Ephrata to hold the annual 4th Wednesdays Happy Hour events for 2023. The Committee will recommend that Borough Council grant the request to serve alcohol at Whistle Stop Plaza subject to the receipt of a Certificate of Insurance naming the Borough as an additional insured, an incident support plan approved by Emergency Management, and the receipt of a copy of a PLCB special occasion permit at the March Borough Council meeting. This item will appear on the Consent Agenda.
3. The Committee reviewed a request from Mainspring of Ephrata to hold the annual New Year's Eve event at Whistle Stop Plaza. The Committee will recommend that Borough Council grant the request to serve alcohol at Whistle Stop Plaza on New Year's Eve subject to the receipt of a Certificate of Insurance naming the Borough as an additional insured, an incident support plan approved by Emergency Management, and the receipt of a copy of a PLCB special occasion permit at the March Borough Council meeting. This item will appear on the Consent Agenda.
4. The Committee reviewed a request from the Ephrata Rec to hold the annual Brewfest at Whistle Stop Plaza on June 24, 2023. This year's request includes the closure of Rose Alley from North State Street to the Locust Street Parking Lot. The Committee will recommend that Borough Council grant the request to serve alcohol at Whistle Stop Plaza subject to the receipt of a Certificate of Insurance naming the Borough as an additional insured, an incident support plan approved by Emergency Management, and the receipt of a copy of a PLCB special occasion permit at the March Borough Council meeting.
5. The Committee reviewed a stormwater management plan for Ephrata Church of the Brethren. The plan was prepared by Fuehrer Associates and reviewed by HRG. The Committee will recommend that Borough Council approve the stormwater management plan subject to the inclusion of HRG's comments at the March Borough Council meeting. This will appear on the March Consent Agenda.
6. The Committee reviewed the final land development plan for the Luke Zimmerman Subdivision in the 600 block of East Main Street. The Committee will recommend that Borough Council approve the final plan subject to the inclusion of HRG's comments at the March Borough Council meeting. This will appear on the March Consent Agenda.
7. The Committee reviewed the final land development plan for Morgan Truck LLC located at 485 Wenger Drive. The applicant is requesting a deferral to install a fire meter. This request will be forwarded to the Ephrata Area Joint Authority for review and approval. The Committee will recommend that Borough Council approve the final plan subject to the inclusion of HRG's comments at the March Borough Council meeting. This will appear on the March Consent Agenda.

8. The Committee reviewed a land development plan for the War Memorial Field Improvements located along Old Mill Road. They are adding grandstands, covered bullpens and batting areas. They also submitted a stormwater management plan for review. The Committee will recommend that Borough Council approve four waiver/modification requests and approve the final plan subject to the inclusion of HRG's comments and Lancaster County Planning comments at the March Borough Council meeting. This will appear on the March Consent Agenda.
9. The Committee reviewed one new HVAC repair quote for the Ephrata Public Library. The quote offers the option to repair or replace the condenser coil in RTU3. The Committee agreed to replace the coil for \$11,840.00 and it will be paid out of the borough building maintenance fund. The Committee is recommending that Borough Council authorize a payment of \$11,840.00 to Trago Mechanical, Inc. at the March Borough Council meeting.
10. The Committee reviewed a request from the Ephrata Rec Center to sublet parking spaces to Weathered Vineyards. The Borough Solicitor provided input via email. After much discussion it was agreed to have the solicitor prepare a lease with Weathered Vineyards to lease up to 6 parking spaces within the Ephrata Rec parking lot for \$150 per month with an annual CPI adjustment. The Rec Center lease should also be updated per the solicitor's suggestion. The Committee is recommending that Borough Council authorize the solicitor to prepare a lease with Weathered Vineyards to lease up to 6 parking spaces within the Ephrata Rec parking lot for \$150 per month at the March Borough Council meeting.

Mr. Zimmerman then provided an overview of the Discussion Items as listed on the Committee Report.

Public Safety Committee

The Public Safety Committee met on February 21, 2023, at 6:30 PM at Ephrata Borough Hall, 124 South State Street.

Action Items:

1. Adoption of Civil Service Rules and Regulations – The Committee heard Interim Chief McKim's explanation of the updated Civil Service Rules and Regulations and were in agreement to recommend adoption at the March 6, 2023, Work Session.

Mr. Buohl then provided an overview of the Discussion Items as listed on the Committee Report.

Highway Committee

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

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.

Mr. Richard then provided an overview of the Discussion Items as listed on the Committee Report.

Municipal Services Committee

The Municipal Enterprises Committee met on February 21, 2023, at 5:30 PM at Ephrata Borough Hall, 124 South State Street.

Action Items:

1. The Committee reviewed a recommendation to authorize entering into a construction management contract with Ecosystem Planning and Restoration regarding the Gross Run Streambank Project. The Committee will recommend Council conditionally approve entering into the contract, pending solicitor review, at their March 13, 2023, meeting.
2. The Committee reviewed a recommendation to enact an ordinance revising Chapter 165 of the Borough Code regarding electric service rates. The Committee will recommend that Council enact Ordinance No. 1575, pending solicitor review, at their March 13, 2023, meeting.
3. The Committee reviewed a recommendation to adopt a resolution revising the Borough's Base Power Supply Cost. The Committee will recommend that Council adopt Resolution 2023-08, pending solicitor review, at their March 13, 2023, meeting.

Vice President Martin then provided an overview of the Discussion Items as listed on the Committee Report.

Community Services Committee

The Community Services Committee met on February 27, 2023, at 4:30 PM at Ephrata Borough Hall, 124 South State Street.

Action Items:

1. The Committee reviewed Bid Number 23-1 to E.W. Reiff Lawn Care, Inc., for turf maintenance services. E.W. Reiff Lawn Care, Inc.'s bid amount was \$60,000 for the 2023 mowing season; \$63,000 for the 2024 mowing season; and, \$66,000 for the 2025 mowing season. The 2024 and 2025 mowing seasons are optional and at the discretion of Borough Staff upon satisfactory performance each year. The Committee will recommend that Borough Council award Bid Number 23-1 to E.W. Reiff Lawn Care, Inc.
2. Jim Summers from the Ephrata Recreation Center, presented the Committee with operation dates of the community pool opening Saturday, May 27th and closing Sunday, August 27th. He stated that this year there was a wage increase for the pool employees. Ms. Martin asked Mr. Summers if he is recommending a 5% increase for pool membership; in which, Mr. Summers advised he is. The Committee was also in favor of the proposed increases. The Committee was in favor of increasing day passes by \$1 for all day passes.
3. Ephrata Unleashed Dog Park Committee is requesting to hold the 2nd Annual K9 Eggstravaganza Event. The event would take place on April 1, 2023. The event would take place within the

fenced-in area of the Dog Park and dogs would remain leashed for the event. The Committee will recommend that Borough Council approve the Ephrata Unleashed K9 Eggstravaganza Event at the Dog Park.

4. Mainspring of Ephrata requested to use the WERT trail and Winters Memorial to place luminaries and flags on November 11, 2023, for Veterans Day. Students from the Fulton Elementary School will place American flags at the Winter's Memorial. The Committee will recommend Borough Council grant the request to place luminaries and flags along the WERT trail and Winters Memorial for a Veterans Day Event subject to the receipt of a Certificate of Insurance naming the Borough as an additional insured. This item will appear on the Consent Agenda.
5. Reliance Environmental submitted a request to install two groundwater monitoring wells on two different Borough-owned properties. There had been an accidental release of chemicals over several years into the ground at 17 East Queen Street, a commercial dry cleaner. Reliance Environmental is requesting to place the wells at Redcay Park and at the basketball court along East Queen Street. Well abandonment completion will be submitted at the conclusion of the project. The Committee will recommend that Borough Council approve the request to place two monitoring wells on Borough owned parks.
6. The Committee reviewed a request to hold a Community Food Truck Event at the Lincoln Heights playground. The food truck would be parked on Lincoln Heights Avenue adjacent to the park. This would be the second year for the event. The event would take place on May 17, 2023. The Committee will recommend that Borough Council grant the request for the Food Truck Event to take place at the Lincoln Heights playground subject to placement of proper traffic control devices.
7. A request was made by American Legion to host a Community Easter Egg Hunt on Borough-owned property between the American Legion's parking lot and Vine Street. The event would take place on Friday, April 7, 2023, between the hours of 5:30 PM and 7:30 PM. In the past, the Legion has hosted an Easter Egg Hunt on their property along Cocalico Street which has an embankment that causes the eggs to roll towards the street. The Legion feels that hosting the event on the Borough's property would be a safer alternative for the children. The Committee will recommend that Borough Council approve the American Legion's Easter Egg Hunt request.
8. Kim Stonebraker, a representative from Impact Troop 38, requested the use of the Whistle Stop Plaza for the Troop to sell Easter flowers on April 7, 8 and 9 of 2023. Ms. Stonebraker stated that the Troop would set up in the Plaza area and would not interfere with traffic. The Committee will recommend that Borough Council grant the request to hold the flower sale at Whistle Stop Plaza subject to the receipt of a Certificate of Insurance naming the Borough as an additional insured.

Mr. Barr then provided an overview of the Discussion Items as listed on the Committee Report.

Personnel Committee

The Personnel Committee met on February 7, 2023, at 4:00 PM at Ephrata Borough Hall, 124 South State Street.

Action Items:

1. The Committee recommends that Acting Chief McKim be named permanent Chief of Police effective March 13, 2023.

Vice President Martin then provided an overview of the Discussion Items as listed on the Committee Report.

Discussion of Committee Reports (No Action Items)

- Special Projects Committee

Committee Recommendations

Public Safety Committee

Mr. Buohl moved and Vice President Martin seconded that Borough Council adopt the Civil Service Rules and Regulations approved by the Civil Service Commission on February 15, 2023. Motion carried unanimously.

Second Opportunity for Citizens to be Heard

Steve Aronson, 424 Lake Street, Ephrata, advised, on behalf of The Ephrata Cloister, he is extending an invitation to visit the facility on Charter Day - Sunday, March 8, 2023, from 12:00 PM – 4:00 PM.

Tina Thompson, 872 Fairview Ave., Ephrata, in referencing the logo previously approved by Borough Council, expressed her disappointment that The Ephrata Cloister is not represented in some way. Ms. Thompson stated, "... if it wasn't for The Ephrata Cloister, I'm not sure if Ephrata would be on the map." Ms. Thompson further stated, "... while a lot of people are looking ahead, we're losing our history ... we're losing our past." Ms. Thompson concluded her comments by stating, "... instead of looking at a firm or a consulting agent, we have so many talented kids within our school system, CTC – going for design, that they could have created something that would have been representing our town more than the design that is out in the lobby."

Discussion/Announcements

Mr. Buohl congratulated Interim Chief McKim on the upcoming action to be taken at the March 13, 2023, Voting Session for him to be hired as the new Chief of Police for the Ephrata Police Department.

Mr. Richard, in referencing Ms. Thompson's comments regarding the new logo, advised he is in agreement with her thoughts and would like to see the logo revisited to include reference to The Ephrata Cloister.

Mr. Musser, in referencing an email sent by Mayor Mowen regarding a recent fire event, advised he appreciates hearing about "... the good work that our fire department is doing."

Mayor Mowen, in referencing the logo, inquired if the request to revisit, "... is dead ... I'm sorry, it's (referencing Mr. Weaver's drawing) hands down better than that." Mr. Zimmerman suggested that the matter be brought up at the Voting Session for additional discussion. Mayor Mowen ended his comments by stating, "... I really do not think that logo represents Ephrata."

President Reinhold advised he attended both Pioneer and Lincoln Fire Companies banquets which were very nice as it is always a pleasure to recognize the volunteers who put in countless hours and respond to emergency events.

President Reinhold advised the Ephrata Homelessness Task Force will be holding “Community Conversations on Poverty and Homelessness” on Wednesday, April 19, 2023 at 10:00 AM and 6:00 PM, at the Ephrata Pioneer Fire Hall in an effort to hear from local organizations and leaders who are addressing homelessness and poverty in the community.

President Reinhold further advised that the Ephrata Performing Arts Center will be providing the Municipal Moment at the March 13, 2023, Voting Session.

Adjournment

Vice President Martin moved and Mr. Barr seconded to adjourn the meeting. The meeting was adjourned at 8:44 PM.

Nancy E. Harris, P.E.
Secretary

SJF