

West Earl Township Board of Supervisors, 157 West Metzler Road, Brownstown, PA 17508

In Attendance:

Vice Chairman:	John Ford	Manager/Secretary:	Jenna Seesholtz
Member:	Keith Kauffman	Chief of Police:	Eric Higgins
Member:	Harold Keppley, Jr.		

Others present: Curtis Miller of 111 E. Main Street, John and Karen Stauffer of 151 Pleasant Valley Road

Call to Order

Vice Chairman Ford called the August 8, 2022 regular meeting to order at 7:00 p.m.

Approval of Minutes

July 25, 2022 Meeting Minutes – Vice Chairman Ford noted that the executive session the Board held should state that it was for a Real Estate Matter. Moved by Vice Chairman Ford, second by Member Keppley to approve the July 25, 2022 regular meeting minutes as amended. Motion approved unanimously.

Public Comment

Curtis Miller, 111 E. Main Street: Curtis Miller asked the Board to reconsider replacing the proposed landscaping stone with grass in the bump out area located along E. Main Street. Mr. Miller has concerns that the stones will be thrown in the road and other areas. Mr. Miller is willing to trim the bump outs if the Township finds that the bump outs are not being maintained by the homeowners. Mr. Miller asked why the Township is placing all of the mailboxes in the bump outs. The Board and Manager Seesholtz noted that the mailboxes violate the current sidewalk ordinance and do not allow the Township to comply with ADA requirements.

Bump outs on East Main Street: Moved by Member Keppley, second by Member Kauffman to direct Township Roadmaster Stoltzfus to place grass in the bump outs and not the landscaping stone as previously discussed. Motion approved unanimously.

Special Business

NONE

Subdivision/Land Development Review

NONE

Old Business

1. **Act 537 Update** – The Board was provided with a revised schedule of the Act 537 process. No action was taken on this item.

New Business

1. **Police Policy and Procedures Approval** – Moved by Vice Chairman Ford, second by Member Keppley to adopt the following Police Policies and Procedures as submitted by Chief Higgins:
 - Detention Facilities – August 8, 2022
 - Recruitment and Selection – August 8, 2022
 - Strip and Body Cavity Searches – August 8, 2022
 - Weapons and Ammunition – August 8, 2022Motion approved unanimously.

2. **Approval of Transfer of Funds – Money Market Account Univest:** Moved by Member Kauffman, second by Member Keppley to open a money market account with Univest with an initial deposit of \$1,000,000 and an initial interest rate of 2.5%. There is no early withdrawal fee on this account. The money shall be transferred from a current Township account which has the lowest interest rate. Motion approved unanimously.
3. **Hertzog Homestead – Violation:** During a recent review of the Zoning Hearing Board's (ZHB) decision for Hertzog Homestead located at 470 W. Metlzer Road, Ephrata it was determined by the

Zoning Officer that the property is currently in violation of the ZHB's decision of 2013. The property currently offers 7 rooms, one of which is a camper with no water/sewer hook-up, and another was a shed turned into a "Tiny House". The property was approved to have 3 units total. The Board noted that the violation may not continue and directed the Zoning Officer to send a violation notice to the property owners. Vice Chairman Ford noted that the Board would likely oppose any additional uses and may appeal if any additional are approved by the Zoning Hearing Board at a future hearing.

3. **Short Term Rentals – Discussion:** The Township researched several short-term rental websites and found 14 locations in the Township that are renting out residential zoned home for the short term rentals. The Board directed the Zoning Officer to send out violation notices sent to those properties. This is not a permitted use in residential zoning. The Township's Zoning Ordinance does allow for short term rental in the form of hotels and motels in appropriate zones.
4. **Manheim Township - Fire Police Request Approval:** Moved by Member Kauffman, second by Member Keppley to approved Manheim Township's request for the Township's Fire Police to be utilized at the 2022 Airport Days event. Motion approved unanimously.

Financials

1. **Payment of Bills** – Moved by Member Kauffman, second by Member Keppley to pay the bills as presented. Motion approved unanimously.
2. **Budget vs Actual** – For the Board's review.

Reports

1. **Zoning Officer's Report** – Vice Chairman Ford requested that the Zoning Officer's Report include more information on why violations are marked as "Closed".
2. **Manager's Report** - None
3. **Code Enforcement Officer's Report** – None
4. **Chief's Report** – Chief Higgins thanked the Board members that attended National Night Out. Chief commended Officer Samantha Heise on the fantastic job she did on putting the event together. The Chief thanked Akron Borough for their support with the event.
5. **Roadmaster's Report** - None

Public Comment

None

Supervisors' Comments

None

Action Items

None

Adjournment

Moved by Vice Chairman Ford second by Member Keppley to adjourn the August 8, 2022 regular meeting at 8:09PM. Motion approved unanimously.

Respectfully Submitted by:

Jenna Seesholtz
Township Manager/Secretary