

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

In Attendance:

Chairman:	John Ford	Manager/Secretary:	Jenna Seesholtz
Member:	Harold Keppley, Jr.	Police Chief:	Eric Higgins
Member:	Dale Wissler	Roadmaster:	Neil Stoltzfus
Member:	Keith Kauffman	Zoning Officer:	Sara Service

Others present: Todd Heidelbaugh – resident, Jeremy Weaver - Team Ag, Sylvan Fisher – resident, John Friel – LNP, Sergeant Scott Ruth & Tammy Ruth, Joyce Engle – resident, Joshua Mertz – West Earl PD, Jay Snyder – Cocalico Creek Watershed Association.

Vice Chairman David Thornton was absent.

Call to Order

John Ford called the January 27, 2020 regular meeting to order at 7:00 p.m.

Chairman Ford welcomed new board member Dale Wissler.

Approval of Minutes

Chairman Ford noted that the motion to approve the Township Officials was not made by Stover. The motion made by Member Kauffman. Moved by Member Kauffman, second by Member Keppley to approve the January 6, 2020 re-organizational meeting minutes as corrected. Motion approved unanimously.

Treasurer's Report

Moved by Chairman Ford, second by Member Keppley to approve the Treasurer's report. Motion approved unanimously.

Special Business

Presentation of plaque – Chief Higgins presented Sgt. Scott Ruth with the Exceptional Service Award. This award represents the outstanding service Sgt. Ruth provided as Acting Chief of the West Earl Police Department after Chief Brandt retired, and until current Chief of Police, Eric Higgins started. Sgt Ruth was tasked with the responsibilities as Chief and as Sergeant. The West Earl Police Department and Board of Supervisors would like to congratulate and thank Sgt. Ruth for all the extra time and effort he provided during that time and for a job well done.

Cocalico Creek Watershed Farmer Engagement Project – Jeremy Weaver, Team Ag and Jay Snyder from the Cocalico Creek Watershed Association addressed the Board. Mr. Weaver presented an overview of the Farmer Engagement Project which includes meetings with local farmers to promote water quality, soil health and stormwater management. The overall goal for this Project is for seven Townships, including West Earl, to build collaborative relations with its farming community.

Ordinance 250 – Property Maintenance Code update. The Ordinance has been properly advertised. Moved by Member Keppley, second by Member Kauffman to adopt Ordinance 250 and amend the Property Maintenance code. Motion approved unanimously.

Public Comment

Todd Heidelbaugh, 475 Marlene Way – Mr. Heidelbaugh asked why taxpayer money is being used for a Meet & Greet. Chairman Ford said the Meet & Greet is to introduce the new Township officials and employees to Township residents. Mr. Heidelbaugh said he heard a rumor that Township employees are not getting any raises this year. Chairman Ford said that is untrue and thanked Mr. Heidelbaugh for his questions/comments.

Subdivision/Land Development

- Noah Shirk Subdivision/Land Development Plan** – Proposed is the subdivision of an 83-acre tract, located in the agricultural district, into 2 lots. A single-family dwelling is proposed on lot 1.
 - Waiver of Section 155-9 Preliminary Plan Submission** – Moved by Member Wissler, second by Member Keppley to approve the waiver of Section 155-9, Preliminary Plan Submission, of the Subdivision and Land Development Ordinance. Motion approved unanimously.
 - Defer Section 155-23.A(5) Right-of-Way Dedication** – Moved by Member Keppley, second by Member

Kauffman to defer the right-of-way dedication requirements in Section 155-23.A(5) of the Subdivision and Land Development Ordinance. Motion approved unanimously.

- **Defer Section 155-23.C(1) Roadway Improvements** – Moved by Member Wissler, second by Member Kauffman to defer the roadway improvement requirements in Section 155-23.C(1) of the Subdivision and Land Development Ordinance. Motion approved unanimously.
 - **Waiver of Section 155-32.A(1) Concrete Monuments** – Moved by Chairman Ford, second by Member Keppley to approve the waiver of Section 155.32.A(1) concrete monuments, of the Subdivision and Land Development Ordinance. Motion approved unanimously.
2. **Noah Shirk Sewer Planning Module** – The module has been forwarded to the Township’s SEO and will then be sent to DEP for review. The Moved by Chairman Ford, second by Member Keppley to table the approval of the Shirk planning module. Motion approved unanimously.
 3. **Oregon Pike Motors Subdivision Plan** – There were no representatives from Oregon Pike Motors in attendance to present the plan. No action taken.
 4. **Nolt’s Greenhouse** – 151-165 E. Farmersville Road, Zoned AG. Mark Stanley from McNees, Wallace & Nurick addresses the Board. The property owner, Warren Nolt, proposes using the southside of the property – currently the onion co-op – as storage and warehouse and the northside of the property as “Nolt’s Produce”. Mr. Nolt wishes to move his produce business off his farm and onto the onion co-op property. Discussion followed concerning the possibility of re-zoning the property and applying for a Zoning Hearing.

Old Business

1. **Employee cell phones** – Discussed implementing a stipend for employees who wish to use their personal cell phones for Township business rather than carrying two phones. This would be done with the understanding that the personal cell phone could be subject to right-to-know requests. Chairman Ford asked Manager Seesholtz to contact other municipalities to see how they handle employee cell phone use.
2. **Employee Compensation**
 - **Jerry Howe** - Moved by Member Kauffman, second by Member Keppley to raise Jerry Howe’s compensation to \$24 per hour effective at the next pay period. Motion approved unanimously.
 - **Water department** - Chairman Ford said he would like more information about the well’s disposition before deciding on any wage increase for the water department employee. Moved by Chairman Ford, second by Member Kauffman to table this matter and revisit in February. Motion approved unanimously.
 - **Retired Police Officers** - Manager Seesholtz asked the Board how they want to handle compensation for retired Police Officers who are subpoenaed and must go to court. Chairman Ford asked the Manager to research how other Municipalities handle this.

New Business

1. **Resolution 2020-15** – Revised fee schedule. Moved by Member Keppley, second by Member Wissler to adopt Resolution 2020-15. Motion approved unanimously.
2. **Resolution 2020-16** – Revised 2020 Officials. Moved by Member Kauffman, second by Member Keppley to adopt Resolution 2020-16. Motion approved unanimously.
3. **Resolution 2020-17** – Quick ticket provisions. Moved by Member Keppley, second by Member Kauffman to adopt Resolution 2020-17. Motion approved unanimously.
4. **Resolution 2020-18** – Document disposal. Moved by Member Wissler, second by Member Kauffman to adopt Resolution 2020-18. Motion approved unanimously.
5. **Payment Request #2** – Oregon Pike (SR272) Roadway Improvement Project. Moved by Member Keppley, second by Member Wissler to authorize payment request #2 in the amount of \$27,855.00 for the Oregon Pike roadway improvement project contingent upon receiving reimbursement from the Developer for the project. Motion approved unanimously.

6. **Cocalico Creek Road curb quotes** – Moved by Member Kauffman, second by Member Wissler to award the Cocalico Creek Road curb project to the lowest bidder, Stief Construction Work Inc., at a cost of \$9,000. Motion approved unanimously.
7. **902 Recycle Grant Application Approval** – Roadmaster Neil Stoltzfus reported that there is \$65,000 in grant money remaining after the purchase of the new truck. Mr. Stoltzfus proposes purchasing a topsoil screener for \$55,000. Member Keppley said he's in favor of purchasing the topsoil screener. Sylvan Fisher said the screener would be an asset. Discussion followed about the 902 Grant Application for 2021. Moved by Member Keppley second by Member Wissler to authorize preparation of the 902 Grant Application for 2021. Motion approved with a 3-1 vote with Chairman Ford voting nay.
8. **2020 Census Action Plan** – The plan is to educate Township residents about the upcoming 2020 Census. Chairman Ford suggested getting a newsletter out to residents by March.
9. **West Earl Fire Company** – Loan document approval. The West Earl Fire Company has requested that the Township provide an awareness letter for the Fire Company's loan. They will be purchasing a new pumper truck. Moved by Member Keppley, second by Member Wissler to have Chairman Ford sign the letter. Motion passed with a 3-1 vote with Chairman Ford voting nay. Chairman Ford would like the fire company to come to a Board meeting to explain how they will pay for the loan and would like the letter to be re-worded.

Reports

1. **Zoning Officer's Report** – The December report was provided for the Board's review.
2. **Manager's Report**
 - Sidewalk project – A meeting with Rettew is scheduled for Thursday where the East Main Street sidewalk project will be discussed.
 - Meet & Greet – The Meet & Greet is scheduled for Friday, February 21, 2020 from 7:00 a.m. until 8:30 a.m.
3. **Police Chief's Report**
 - Chief Higgins has reached out and introduced himself to local school principals, Chief of Police of Akron Borough, the Mayor of Akron, local Magistrate and the Lancaster County Career and Technology Center.
 - An evidence audit is being performed.
 - Chief Higgins will be meeting with the Chief of Detectives of Lancaster County.
 - The Chief is waiting for his MOPETC certification.
 - The Police will be providing an escort for the bible club kids to walk from the church over to the school on Thursdays.
4. **Supervisors' Comments**
 - Comcast – discussion included road damage, sidewalk damage in Eagleview Estates, utility easements and easements with property owners and Comcast installing cable outside of the right-of-way. Manager Seesholtz will contact the Township's Solicitor to discuss.
5. **Action Items** – Manager Seesholtz read through the action items.

Public Comment

Sylvan Fisher – Mr. Fisher said his wife would like to see a “thumbs up” section in the Township newsletter and will be at the next Board meeting to discuss.

Payment of Bills

Moved by Member Keppley, second by Member Kauffman to pay the bills as presented. Motion approved unanimously.

Adjournment

Moved by Member Kauffman, second by Member Wissler to adjourn the January 27, 2020 regular meeting at 9:15 p.m. Motion approved unanimously.

Respectfully Submitted by:

Sara Service

Sara Service
Zoning Officer