

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

In Attendance:

Chairman:	John Ford	Manager/Secretary:	Jenna Seesholtz
Vice Chairman:	David Thornton	Code Enforcement Officer:	Brian Brandt
Member:	Dale Wissler	Roadmaster:	Neil Stoltzfus
Member:	Harold Keppley	Police Chief:	Eric Higgins
Member:	Keith Kauffman	Zoning Officer:	Sara Service

Guests present: John Friel, LNP

Call to Order

Chairman Ford called the December 21, 2020 meeting to order at 7:00 p.m.

Manager Jenna Seesholtz announced that this meeting was being held via teleconference using Zoom and was advertised as such on the Township's website and Facebook page.

Approval of Minutes

December 14, 2020 – Member Kauffman noted that the date on the minutes is November 14th and should be changed to December 14th. Moved by Member Kauffman, second by Member Keppley to approve the December 14m 2020 regular meeting minutes as presented. Motion approved unanimously.

Public Comment

None

Special Business

1. **201 Rose Hill Road appeal** – The property owners were not present at the meeting. This matter is postponed until the January 4, 2021 meeting. Mr. Brandt will contact the owners,

Subdivision/Land Development Review

1. **575 S. Fairmount Road small project stormwater agreement** – Moved by Vice Chairman Thornton, second by Member Kauffman to sign the small project stormwater management agreement for 575 S. Fairmount Road. Motion approved unanimously.

Old Business

1. **East Main Street Project Update** – Manager Seesholtz spoke to Jim Caldwell from Rettew to discuss the placement of cluster mailboxes on East Main Street. There will be 3 mailbox locations to serve 39 East Main addresses. Discussion followed regarding whether the mail would be delivered by the Leola or Ephrata Post Office.
2. **Akron Borough Police agreement update** – Manager Seesholtz said that Akron Borough has requested that they be added to West Earl's liability insurance as an additionally insured. Chairman Ford said that should be a simple process. Manager Seesholtz will contact the insurance company.
3. **CARES Funding update** – Manager Seesholtz received an email acknowledging receipt of the Township's application submission for CARES funding. She is waiting to hear back.

New Business

1. **Capital Reserve Transfer Approval** – Moved by Vice Chairman Thornton, second by Member Keppley to authorize the \$60,000 transfer from Capital Reserve to the General Fund to pay bills from Rettew. Motion approved unanimously.
2. **Police Department Hires** – Chief Higgins has requested that 2 officers from Akron Borough be hired to the West Earl Police Department. Moved by Member Wissler, second by Vice Chairman Thornton to hire Mitch Rogers and Greg Stone full time to the West Earl Police Department. Motion approved unanimously.
3. **Brownstown Commons Road Dedication Document** – There was a consensus among the Board members to authorize the Manager to move forward with the dedication document with the developer of Brownstown Commons.

Financials

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

Reports

1. **Zoning Officer's Report** – The Zoning Officer provided a written report for the Board's review.
2. **Manager's Report** – The Manager said she sent letters to the homeowners on East Main Street about attending the meetings scheduled for January 14th and 16th. The easement agreement for the East Main Street project will be signed at this time.
3. **Code Enforcement Officer's Report**
 - Issued 6 quick tickets for failure to remove snow from sidewalks within the amount of time specified by the Township Code.
4. **Roadmaster's Report** – Roadmaster Stoltzfus said he would like to purchase two items that were included in the 2020 Road Department budget. A grapple for the excavator for \$10,000 and a new rainwater tank for \$1,200. Moved by Vice Chairman Thornton, second by Member Keppley to authorize the purchase of a grapple for the excavator for \$10,000 and a new rainwater tank for \$1,200. Motion approved unanimously.
5. **Police Chief's Report** – Chief Higgins reported that Akron Borough has passed the Resolution to dissolve their Police Department. He said Akron has requested a change to the Resolution that West Earl passed at the last meeting, however. Paragraph 13 which addresses the possible re-negotiation of the contract if there is an increase in call volume as a result of Akron and West Earl combining police departments. Chief Higgins recommended that Paragraph 13 of Resolution 2020-37 be removed. He said he's studied Akron's call volume and there has been no significant increase over the past several years. After a brief discussion there was a consensus among the Board members that removing paragraph 13 would be acceptable. Moved by Member Kauffman, second by Vice Chairman Thornton to adopt Resolution 2020-38 which will be identical to Resolution 2020-37 minus Paragraph 13 and will supersede Resolution 2020-37. Motion approved unanimously.

Manager Seesholtz reported that she included an invoice on the One Drive for a laptop for her use for Township and Water Authority business. She said the \$1,300 cost would be split 50/50 between the Township and the Water Authority. Moved by Member Kauffman, second by Member Thornton to authorize 50% payment of the Manager's new laptop. Motion approved unanimously.

Supervisors' Comments

Dave Thornton

- **2020 Election** – Vice Chairman Thornton that a committee is being formed to look into the fairness of the recent national election. Vice Chairman Thornton encourage everyone to contact Representative Greiner to encourage and thank him for standing up for what's right.

Action Items

1. Contact insurance company to add Akron Borough as an additionally insured.
2. Rose Hill Road appeal will be added to the next meeting's agenda.
3. Add the Treasurer's Report to One Drive for Board's review.

Adjournment

Moved by Vice Chairman Thornton, second by Member Wissler to adjourn the December 21, 2020 regular meeting at 8:32 p.m. Motion approved unanimously.

Respectfully Submitted by:

Sara Service
Zoning Officer