

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

In Attendance:

Chairman:	David Thornton	Manager/Secretary:	Jenna Seesholtz
Vice Chairman:	John Ford – Via Zoom	Police Chief:	Eric Higgins
Member:	Harold Keppley, Jr.	Code Enforcement Officer:	Brian Brandt – Via Zoom
Member:	Keith Kauffman	Zoning Officer:	Sara Service
		Township Engineer:	Ben Craddock, Lanc. Civil

Guests present: John Friel, LNP – Via Zoom, Brent Good, ELA Group, Joe & Monica Wehrer - 4 Perch Place, Lititz, Ted Cromleigh - Diehm & Sons, Mahlon Martin - 307 Good's Road, Ephrata, Darlene Stony - 322 Woodcrest Drive, Lancaster, Brian Spohn – 138 E. Main Street, Brownstown, William & Kathi Waltz – 92 Hope Circle, Mohrsville, Kiera Burke – 103 Fulton Street, Akron, Josh (WEPD) & Danielle Mertz, Fred Riccelli - WEPD, Lisa Martin – 4097 Oregon Pike, Ephrata.

The January 25, 2021 regular meeting was held in person and via Zoom.

Call to Order

Chairman Thornton called the January 25, 2021 regular meeting to order at 7:00 p.m.

Approval of Minutes

January 1, 2021 special meeting minutes – Chairman Thornton noted several changes. Change year from 2020 to 2021, the Board entered executive session at 9:05 am to discuss personnel performance matters, the meeting adjourned at 9:32 am. Moved by Vice Chairman Ford, second by Member Keppley to approve the January 1, 2021 special meeting minutes as amended. Motion approved unanimously.

January 4, 2021 re-organizational meeting minutes – Chairman Thornton noted several changes. Change year from 2020 to 2021, Chairman Thornton and Vice Chairman Ford's title were switched in several places, under CARES funding "work" should be changed to "word". Moved by Member Keppley, second by Vice Chairman Ford to approve the January 4, 2021 re-organizational meeting minutes as amended. Motion approved unanimously.

WEWA & PC Minutes were presented for the Board's review.

Public Comment

Brian Spohn, 138 E. Main Street – Mr. Spohn voiced his displeasure with the way his street was plowed during a recent storm. He said the snowplow threw snow up onto his already-cleared sidewalk. Manager Seesholtz said the Township has a contract with PennDot to plow Main Street from curb to curb.

Special Business

1. **Swearing in Ceremony for Police Officers:**

- **Joseph F. Wehrer** – Chairman Thornton swore in Joseph F. Wehrer as a West Earl Police Officer. A family member pinned on Officer Wehrer's badge.
 - **Jacob R. Waltz** – Chairman Thornton swore in Jacob R. Waltz as a West Earl Police Officer. A family member pinned on Officer Waltz's badge.
 - **Gregory S. Stone** – Chairman Thornton swore in Gregory S. Stone as a West Earl Police Officer. A family member pinned on Officer Stone's badge.
 - **Mitchell N. Rogers** – Chairman Thornton swore in Mitchell N. Rogers as a West Earl Police Officer. A family member pinned on Officer Rogers' badge.
- Chairman Thornton said it is an honor to work with those in uniform.

2. **Resolution** – Destruction of documents. Chairman Thornton mentioned item "O" on the document and said that all employee records should be retained. Vice Chairman Ford said that the Township should follow what has been done in the past and recommended checking with the Attorney. Moved by Vice Chairman Ford, second by Member Kauffman to table this matter until legal counsel is consulted. Motion approved unanimously.
3. **2021 RAM Purchase** – Manager Seesholtz said this purchase was included in the 2021 budget. Moved by Member Keppley, second by Member Kauffman to authorize the purchase of the 2021 RAM truck. Motion approved unanimously.
4. **Resolution 2021-9** – Execute documents for the 2021 5550 RAM purchase. Moved by Vice Chairman Ford, second by Member Keppley to adopt Resolution 2021-9 and execute the documents for the 2021 5550 RAM purchase. Motion approved unanimously.

Subdivision/Land Development

1. **2020-07 Denmark Properties Project** – 76 Cocalico Creek Road, Ephrata. Waiver requests and conditional approval.
 - Moved by Vice Chairman Ford, second by Member Keppley to grant a waiver of Section 149-34 of the Stormwater Management Ordinance to allow a dumpster to be placed 8” above the 100-year flood elevation rather than the required 2’. Motion approved unanimously.
 - Moved by Member Keppley, second by Member Kauffman to grant a waiver of Section 149-37.C.1(d) relating to the side slope of the stormwater swale. Motion approved unanimously.
 - Moved by Member Keppley, second by Member Kauffman to conditionally approve the Denmark Properties plan based on the January 4, 2021 review letter from the Township’s Engineer. Motion approved unanimously.
 - Moved by Member Kauffman, second by Member Keppley to approve the Financial Security amount of \$1,480,573.01 for the Denmark Properties project. Motion approved unanimously.
2. **2021-01 Mahlon Martin** – 307 Good’s Road, Ephrata. Land Development deferral. Applicant wishes to relocate a 1,375 sq. ft. dwelling to property. The dwelling will not be occupied until the appropriate permits and land development plan are submitted and approved. Mr. Martin is requesting a deferral of the land development requirements to move the dwelling in February.
 - Moved by Member Keppley, second by Vice Chairman Ford to defer the land development plan requirements until such time as the applicant wants to make improvements to the dwelling. Motion approved unanimously.
 - Moved by Member Keppley, second by Member Kauffman to conditionally approve the project based on the January 12, 2021 review letter from the Township’s Engineer. Motion approved unanimously.
3. **Mahlon Martin Stormwater Management Agreement** – Moved by Member Keppley, second by Chairman Thornton to sign the Mahlon Martin stormwater management agreement. Motion approved unanimously.
4. **Mark & Shelly Facto Stormwater Management Agreement** – Moved by Member Keppley, second by Vice Chairman Ford to sign the Mark & Shelly Facto stormwater management agreement. Motion approved unanimously.
5. **95 Saw Mill Road financial security reduction** – Moved by Member Keppley, second by Member Kauffman to reduce the financial security for 95 Saw Mill Road to \$6,774.00. Motion approved unanimously.

Old Business

1. **East Main Street Project update** – The new water main will be bid in April. February 17th and 18th are the dates set for residents to come into the office and sign easement agreement.
2. **CARES funding** – No updates.
3. **201 Rose Hill Road appeal update** – Brian Brandt met with Mr. Moore as was discussed at the prior meeting. Mr. Brandt said that Mr. Moore said he cannot clean up his property completely due to Covid-19 but is confident he can be finished by March.

New Business

1. **Akron/West Earl Police Liaison Board member appointments** – Two members of the Board of Supervisors are needed for this Board. Moved by Chairman Thornton, second by Vice Chairman Ford to appoint Member Keppley and Chairman Thornton to the Liaison Board. Motion approved unanimously.
2. **Burkholder Drive Payment Request #9** – Moved by Vice Chairman Ford, second by Member Kauffman to approve the Burkholder Drive payment request #9 in the amount of \$69,388.28. Motion approved unanimously.
3. **SR 772 & Ramp Improvements Payment Request #7** – Moved by Member Kauffman, second by Member Keppley to approve the SR 772 & Ramp Improvements payment request #7 in the amount of \$179,599.50. Motion approved unanimously.
4. **Ephrata National Bank Signers** – Manager Seesholtz recommended that all Board of Supervisors members become authorized signers the Ephrata National Bank accounts. Moved by Chairman Thornton, second by Vice Chairman Ford to authorize all members of the Board of Supervisors to become signers on the Ephrata National Bank Accounts. Motion approved unanimously. Vice Chairman Ford asked the Manager to check with the Bank to see if they check the 2 signatures on the checks.
5. **Capital Reserve Transfer Approval** – Moved by Vice Chairman Ford, second by Member Keppley to authorize a transfer of \$906.55 from Capital Reserve for the purchase of the new RAM truck. Motion approved unanimously.

6. **West Earl Sewer Authority** – All members of the Sewer Authority have submitted their resignations. Moved by Member Keppley, second by Chairman Thornton to accept the Sewer Authority member resignations with regret and with gratitude for their years of service to the Township. Motion approved unanimously.
 - Moved by Chairman Thornton, second by Member Keppley to appoint Dale Wissler to the West Earl Sewer Authority. Motion approved unanimously.
 - Moved by Chairman Thornton, second by Member Kauffman to appoint John Ford to the West Earl Sewer Authority. Motion approved unanimously.
 - Moved by Chairman Thornton, second by Member Keppley to appoint Keith Kauffman to the West Earl Sewer Authority. Motion approved unanimously.
 - Moved by Chairman Thornton, second by Vice Chairman Ford to appoint Harold Keppley, Jr. to the West Earl Sewer Authority. Motion approved unanimously.
 - Moved by Member Keppley, second by Vice Chairman Ford to appoint David Thornton to the West Earl Sewer Authority. Motion approved unanimously.

Financials

1. **Payment of Bills** – Moved by Member Keppley, second by Chairman Thornton to pay the bills as presented. Motion approved unanimously.
2. **Budget vs. Actual** – Presented for the Board's review.
3. **Treasurer's Report** – Not available.

Reports

1. **Zoning Officer's Report** – In addition to her written report the Zoning Officer provided the Board with updated on the Sam's Auto, Oregon Pike Motors & Mark Martin Motors projects.
2. **Manager's Report** – None
3. **Code Enforcement Officer** – In addition to his written report the Code Enforcement Officer reported that a farmer dragged mud out onto the roadway and some bicyclists crashed because of this. The farmer was cited. The Code Enforcement Officer said he hopes this will cause the word to spread and will lessen these occurrences in the future.
4. **Police Chief's Report** – Chief Higgins reported that he attended the Akron Borough meeting and was able to get some of the vehicles transferred and is working on transferring evidence. Member Keppley said the Ephrata Review has a very nice article in it about the Chief.
5. **Roadmaster's Report** – Mr. Stoltzfus was not able to attend the meeting but provided a written report and an update to that report. Manager Seesholtz read through the Roadmaster's report update.
 - **Rahal** – PennDot requested a temporary signal permit to turn the traffic light on at Burkholder Drive. The light should be turned on and intersection open this week.
 - **Recycle Grant** – At the last meeting it was reported that the DEP recycle grant had been rescinded. This fact was communicated to all potential grant holder via a vague email. Further investigation showed that the grant was not rescinded. The cycle 60 grant was rescinded. The Township was to receive funds under the cycle 59 grant.
 - **Mack Truck** – The Township has received the agreement for the 50% return of funds for the Mack truck in the amount of \$62,870.51. The letter from DEP was included for the Board's review.
 - **Recycle Yard** – The double grind process for the mulch for the 2021 season has been completed. There is an abundance of product that will be available to residents this year. The first grinding on the stockpile of brush will be taking place for the next two to three weeks.
 - **New Trucks** – The 2021 pickup truck and the Mack with its snow equipment will both be delivered this week.
 - **Signs** – As requested, the "except right turn" signs have been removed from Westgate. The new stop sign has been added to Conestoga Avenue. The Roadmaster has been working with PennDot on the school signs for the Farmersville Parochial School. The signs have been ordered and should be installed within the next two weeks.
 - **Creek Hill** – The parking sign relocation project has been completed. The streetlights are scheduled to be installed this week.
 - **Tennis Practice Wall** – The Roadmaster has contacted Galen Erb. Mr. Erb requested that the Township build a practice tennis wall. He has committed to cover the cost of the materials. The plan is to build this in the coming weeks.

Public Comment

Lisa Martin, 4097 Oregon Pike – Ms. Martin said she is a long time resident and wanted to attend a meeting to thank the Board for their service.

Supervisors' Comments

Keith Kauffman – Member Kauffman and Chairman Thornton will be attending the Fire Company meeting on Wednesday. Member Kauffman confirmed that the Board wanted to see the first due responders not in the township and the annual financial report.

Harold Keppley

- Member Keppley suggested the WESA meeting should be held the 2nd Monday of each month at 6:30 p.m. before the regular Board of Supervisors meeting. Manager Seesholtz said she will advertise the WESA meetings. Member Keppley requested that the Manager provide financial statements from WESA.
- Member Keppley had a picture of the WWI mortar and machine gun memorial restoration project. He said the machine gun needs three legs and they will be installed by late spring 2021. He suggested that the Township plan something to recognize the volunteers to helped with the restoration.

David Thornton

- Chairman Thornton reminded the Board to complete the financial ethics forms for the Manager.
- Chairman Thornton said that gas and electricity prices are going to continue to creep up and that might affect the Township's budget.
- The fire companies can now apply for national grant funds.

Action Items

1. Research item "O" on the destruction of documents resolution and place on the agenda for the next meeting and change the Resolution number 2021-10.
2. Contact Ephrata National Bank and ask what their process is for two signature verification on checks.
3. Order plaques for the Sewer Authority members.
4. Advertise new WESA meeting dates and times which will be 6:30 p.m. on the 2nd Mondays of the month prior to the regular BOS meeting.
5. Provide financial statements for WESA.

Adjournment

Moved by Vice Chairman Ford, second by Member Kauffman to adjourn the January 25, 2021 regular meeting at 8:49 p.m. Motion approved unanimously.

Respectfully Submitted by:

Sara Service
Zoning Officer