

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	Police Chief:	Eric Higgins
Member:	Harold Keppley, Jr.	Zoning Officer:	Sara Service
Member:	Keith Kauffman		
Member:	Dale Wissler		

Guests present: John Friel, LNP, William Murry, Scott Aisenbrey, 104 E. Main Street.

The February 8, 2021 regular meeting was held via Zoom video conference.

Call to Order

Chairman Thornton called the February 8, 2021 regular meeting to order at 7:00 p.m.

Chairman Thornton announced that the meeting was being recorded.

Approval of Minutes

January 25, 2021 regular meeting minutes – Member Wissler noted that he was not present at the January 25th meeting. Moved by Vice Chairman Ford, second by Chairman Thornton to approve the January 25, 2021 regular meeting minutes as corrected. Motion approved unanimously.

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

Public Comment

William Murry – Mr. Murry was at the meeting to get some guidance from the Board on rezoning the property at 1850 Diamond Station Road from Agricultural to Medium Density Residential with the possibility of building multi-family housing. He said the 46-acre property is between Commercial and AG land and would be ideal for multi-family housing. Member Keppley said he is not for or against the idea. Vice Chairman Ford said the idea appeals to him because the property would not be right in the middle of the Township. After a brief discussion, the Board agreed that more research should be done and asked Manager Seesholtz to find out how much medium density residential acreage the Township has.

Special Business

1. **Resolution 2021-10 Destruction of Documents** – The Resolution was updated to destroy employment applications that are 2 years and older and the destroy former employee's records that are 5 years or older. Moved by Vice Chairman Ford, second by Member Keppley to adopt Resolution 2021-10. Motion approved unanimously.
2. **Resolution 2021-11 Disposal of Outdated Equipment from Police Dept.** – Moved by Member Keppley, second by Member Wissler to adopt Resolution 2021-11. Motion approved unanimously.
3. **Ordinance 257** – Update to Chapter 170 Vehicles & Traffic to update road signage. Moved by Vice Chairman Ford, second by Member Kauffman to adopt Ordinance 237. Motion approved unanimously.
4. **Police Agreement Amendment** – Manager Seesholtz said she is waiting to hear back from the insurance company. Moved by Vice Chairman Ford, second by Member Kauffman to table the matter until the next Board of Supervisors' meeting. Motion approved unanimously.

Subdivision/Land Development

1. **Leon Stoltzfus Small Project Stormwater Agreement** – Moved by Member Keppley, second by Member Wissler to sign the Leon Stoltzfus small project stormwater management agreement. Motion approved unanimously.
2. **95 Sawmill Road** – Financial security reduction. Moved by Member Wissler, second by Member Kauffman to reduce the financial security for the 95 Sawmill Road project to \$6,774.00. Motion approved unanimously.

Old Business

1. **East Main Street Project update** – Manager Seesholtz reported that she was informed that the Township cannot ask residents to contribute to the sidewalk project because the Township is getting grant money from PennDOT for one side of the Street. It will cost the Township \$136,827 to cover what the East Main Street residents would have contributed. A lengthy discussion followed about why the Township was not informed sooner about this and whether to move forward and finish the project. Moved by Member Wissler, second by Vice Chairman Ford to authorize spending \$136,827 to finish the East Main

Street project. Motion approved unanimously. The Board directed Manager Seesholtz to contact Rettew to find out why the Township was not informed about this earlier.

2. **CARES funding update** – Manager Seesholtz has not heard back from the County.
3. **201 Rose Hill Road appeal update** – Moved by Vice Chairman Ford, second by Member Keppley to table 201 Rose Hill Road appeal matter until the next Board of Supervisors meeting. Motion approved unanimously.

New Business

1. **272/Burkholder Drive Change Order #3** – Moved by Vice Chairman, second by Member Kauffman to approve the 272/Burkholder Drive Change Order #3 to increase the cost \$154,099.40. Motion approved unanimously.
2. **Burkholder Drive Payment Request #10** – Moved by Vice Chairman Ford, second by Member Kauffman to authorize Burkholder Drive Payment Request #10 not to exceed \$86,568.30. Motion approved unanimously.
3. **SR 272 & Ramp Improvements Payment Request #8** – Moved by Member Keppley, second by Member Wissler to authorize SR 272 & Ramp Improvements Payment Request #8 not to exceed \$81,044.54. Motion approved unanimously.
4. **IT Company Quote** – Manager Seesholtz said she checked with PSATS and confirmed that the Township does not need to go out to bid for IT service. Manager Seesholtz said she is waiting for some quotes.
5. **WEWA Rules and Regulations** – Moved by Vice Chairman Ford, second by Member Wissler to approve the West Earl Water Authority Rules and Regulations. Motion approved unanimously.
6. **Water meter service fees** – Manager Seesholtz reported that the Water Department has had problems with customers not allowing staff to get into their homes to replace faulty water meters. She said there are customers right now who have meters in need of replacement, one for 9 months and the other for a year. The water department has tried many times to contact the customers with no response. Manager Seesholtz asked the Board to consider charging a fee to customers who will not allow water meter repairs. After a brief discussion there was a consensus among the Board members come up with a fee.
7. **Girl Scout request** – Local Girl Scouts have requested to use the Park in Talmage to a drive-thru cookie sale. Several dates were listed on the request. The Board asked Manager Seesholtz to contact them and ask them to choose specific dates for the sale. Member Keppley asked if they will need the help of the Fire Police for traffic control. The Girl Scouts have not requested help from the Fire Police. Moved by Member Keppley, second by Vice Chairman Ford to authorize the use of the Fire Police for traffic control if it is requested. Motion approved unanimously.
8. **COG Bidding** – 15,500 sq. yd. of ultrathin overlay for Center Square Road. Moved by Member Kauffman, second by Chairman Thornton to approve the COG bidding of 15,500 square yards of ultrathin overlay for work on Center Square Road. Motion approved unanimously.

Financials

1. **Bills** – Moved by Chairman Thornton, second by Member Wissler to pay the bills as presented. Motion passed 4-0 with Member Keppley abstaining.
2. **Budget vs. Actual** – For the Board's review.
3. **Treasurer's Report** – Will be provided at the next meeting.

Reports

1. **Zoning Officer** – Other than the written report provided, the Zoning Officer did not have anything additional to report.
2. **Manager** – In addition to her written report Manager Seesholtz thanked the roadcrew for keeping the Township looking great during the recent snowstorms.
3. **Code Enforcement Officer** – None
4. **Police Chief** – Chief Higgins said he would like to discuss the Police schedule. He said that with the officers working 12 hour shifts they will end up 2,104 hours per year giving them 104 hours of overtime each year. The Chief would like to allow the officers to schedule the extra hours as relief time and proposed drafting a memorandum of understanding (MOU). He said this was proposed by the Police Association. The Board directed Chief Higgins to work with the Manager and the Attorney to draft

an MOU. Chairman Thornton reported that he, Member Keppley, Chief Higgins, Township Manager and 2 local builders to discuss the building needs of the Township due to the growth of the West Earl Police Department. Chairman Thornton said the builders recommended that the Township come up with a list of needs and then meeting with an architect.

5. **Roadmaster** – Roadmaster Stoltzfus reported that the rear loader needs to be repaired and it will cost \$4,000. Moved by Member Kauffman, second by Member Keppley to authorize the \$4,000 loader repair. Motion approved unanimously.

Public Comment

None

Supervisors' Comments

Keith Kauffman – Member Kauffman reported on the meeting with the Fire Companies that he and Chairman Thornton attended. There were 8 first responder calls to Earl Township and approximately 1 per year to Warwick Township. Their fundraising is down, and they need more volunteers.

David Thornton – Chairman Thornton said he would like to focus more on the Fire Companies this year.

Action Items

- Check on the WESA bond payment.
- Find out how much R2 medium residential land is in the Township.
- Check with Rettew about the sidewalk funding.
- Come up with an amount for the water meter repair charge.

Adjournment

Moved by Vice Chairman Ford, second by Member Kauffman to adjourn the February 8, 2021 regular meeting of the Board of Supervisors. Motion approved unanimously.

Respectfully Submitted by:

Sara Service
Zoning Officer