

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.	Roadmaster:	Neil Stoltzfus
Member:	Dale Wissler	Zoning Officer:	Sara Service
Member:	Keith Kauffman – Via Zoom		

Guests present: John Friel - LNP (Via Zoom), Dwight Yoder - Gibble, Kraybill & Hess, David, Steve & Jake Lapp – Blessings of Hope, Darren Moore – 201 Rose Hill Road, Barbara Moore – 211 Rose Hill Road.

Call to Order

Chairman Thornton called the March 22, 2021 regular meeting to order at 7:00 p.m.

Approval of Minutes

**March 8, 2021 regular meeting minutes** – Member Wissler noted that he was present at the March 8<sup>th</sup> meeting but was not listed as in attendance. Moved by Member Wissler, second by Member Keppley to approve the March 8, 2021 regular meeting minutes as corrected. Motion approved unanimously.

Public Comment

- **Blessings of Hope** – Dwight Yoder from Gibble, Kraybill & Hess addressed the Board. He's representing the new owners of the property at 1850 Diamond Station Road. David, Steve & Jake Lapp operate a business called Blessings of Hope. David Lapp said Blessings of Hope is a food distribution center that supplies food to places like food pantries and halfway houses and they would like to relocate the operation to 1850 Diamond Station Road. Mr. Yoder said they are looking to request rezoning the southern portion of the property to from Agricultural to C-2 General Commercial. The remainder of the property would remain AG and the house would be occupied by Mr. Lapp and his family. Discussion followed relating to the size of the proposed facility, the amount of daily truck traffic on the property, hours of operation. Also briefly discussed was the possibility of the proposed use falling under the food processing facility provisions in the AG district. The Board asked Mr. Yoder to explore the options under AG zoning.

Old Business

1. **East Main Street project update** – Manager Seesholtz researched the costs for the project as requested by the Board. She said the engineering fees (including Phase 1) have been \$223,000. The construction costs are \$570,000 without the grant or \$319,000 with the grant. Member Keppley brought up the original design for the project and said he would like to know if those plans could be reinstated. Vice Chairman Ford asked Manager Seesholtz to check with Rettew to see what would be involved with going back to the original plans.
2. **CARES Funding** – The Township received \$110,000. The funds will be used to reimburse 2020 Police salaries.
3. **201 Rose Hill Road appeal** – Darren Moore & Barbara Moore were present. Code Enforcement Officer Brandt addressed the Board and said the appeal hearing needs to be finalized and the Board needs to decide as to whether they accept his determination that the items being stored outside at 201 Rose Hill Road are rubbish. Darren Moore addressed the Board and said his items are not rubbish. Chairman Thornton expressed his willingness to work with Mr. Moore. Moved by Member Wissler, second by Member Keppley to uphold the Code Enforcement Officer's violation notice and deny the 201 Rose Hill Road appeal. Motion passed with a 4-1 vote with Chairman Thornton voting nay.
4. **Fire Service Hook-up Fees** – Manager Seesholtz will prepare a Resolution for the next meeting.

New Business

1. **Capital Reserve Transfer** – Manager Seesholtz is asking for approval of transfers from the General Fund to the Capital Reserve Fund for budgeted items. Manager Seesholtz told the Board that they would still individually approve the amount of each transfer. Moved by Member Wissler, second by Member Kauffman to approve budgeted Capital Reserve transfers. Motion pass with a 4-1 vote with Vice Chairman Ford voting nay.
2. **272/Burkholder Drive Change Order #4** – Moved by Member Wissler, second by Vice Chairman Ford to approve the 272/Burkholder Drive Change Order #4 in the amount of the \$23,800. Motion approved unanimously.
3. **Burkholder Drive Payment Request #11** – Moved by Member Keppley, second by Member Wissler to approve the Burkholder Drive payment request #11 in the amount of \$21,420. Motion approved unanimously.
4. **SR 272 & Ramp Improvements Payment Request #9** – Moved by Member Wissler, second by Member Keppley to approve the SR 272 & Ramp improvements payment request #9 in the amount of \$21,640.95. Motion approved unanimously.

5. **Stormwater Management Agreement** – for Jerry S & Carleen Martin. Moved by Member Kauffman, second by Member Keppley to sign the stormwater management agreement for the Jerry S & Carleen Martin small project. Motion approved unanimously.
6. **Workers' Compensation Ordinance** – There was a consensus among the Board to ask the Manager to draft the Ordinance and send it to the Township's Attorney for review.

#### Financials

1. **Payment of bills** – Moved by Chairman Thornton, second by Member Keppley to pay all bills except the water license bill on which the Board would like clarification. Motion approved unanimously.
2. **Treasurer's Report** – Moved by Member Wissler, second by Member Keppley to accept the Treasurer's Report. Motion approved unanimously.
3. **Budget vs. Actual** – Provided for the Board's review.

#### New Business – continued

**New Police Officer** – Chief Higgins said the Police Department is down 3 officers and he has reached out to former West Earl Officer Lori Vital. Ms. Vital is willing to work part-time. Chief Higgins requested a special pay rate of \$27.00 and hour for 3 months. Moved by Chairman Thornton, second by Member Keppley to pay Lori Vital \$27.00 per hour through the end of June 2021. Motion approved unanimously.

#### Reports

##### **Police Chief's Report**

- **Short staffed** – Chief Higgins said the Police are down 3 officers and need to hire 1 additional officer. The Chief said he is hoping to present a candidate to the Board at the next meeting to fill the 4<sup>th</sup> position.
- **Fire Police** – Discussed the procedure for using the Fire Police for events in the Township.
- **PA Chief's Conference** – Will be held in June.

##### **Roadmaster's Report**

- **Compost Site** – Roadmaster Stoltzfus reported that the Township is getting quite a few calls from residents outside the Township since Manheim Township has closed their compost site to outside residents. He said it will be a matter of time before he can tell whether West Earl's compost site can handle the extra material.

#### Supervisors' Comments

**Harold Keppley** – Member Keppley asked the Zoning Officer if the Zoning Hearing Board has gotten copies of prior Zoning Hearing Decisions for 171 Butter Road. The Zoning Officer stated that she has provided all prior decisions to the Zoning Hearing Board members.

**Dale Wissler** – Member Wissler told Chief Higgins that Church Street should be watched more frequently because there is more traffic since the new traffic light has been working at SR 272 and Church Street.

**David Thornton** – Chairman Thornton said that since the Township will be taking a look at zoning in the entire Township that the Comprehensive Plan should be reviewed by the Board.

#### Action Items

- Check with Rettew about the original plans for the East Main Street project.
- Draft Resolution for the water fire service fees.
- Draft the Ordinance for Workers' Compensation Insurance and ask the Attorney to review.
- Get clarification for the Board for check #4356 for the water operator's license.

#### Adjournment

Moved by Member Wissler, second by Member Thornton to adjourn the March 22, 2021 regular meeting at 8:56 p.m. Motion approved unanimously.

Respectfully Submitted by:

Sara Service  
Zoning Officer