

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	Roadmaster:	Neil Stoltzfus
Member:	Keith Kauffman	Police Chief:	Eric Higgins

Members Harold Keppley and Dale Wissler were absent.

Others present: Jay Stauffer-151 Pleasant Valley Road.

Call to Order

Chairman Thornton called the December 6, 2021 regular meeting to order at 7:00 p.m.

Approval of Minutes

November 15, 2021 Regular Meeting – Vice Chairman Ford noted that the Executive Session at the November 15, 2021 meeting was held to discuss a personnel compensation matter. Moved by Vice Chairman Ford, second by Member Kauffman to approve the November 15, 2021 regular meeting minutes as corrected. Motion approved unanimously.

Public Comment

None

Special Business

1. **Ordinance 262** – Act 50 Small Wireless facilities. Manager Seesholtz noted that she made a correction to the spelling of co-location, Section 152-86, paragraph b. Moved by Vice Chairman Ford, second by Member Kauffman to adopt Ordinance 262 as corrected. Motion approved unanimously.
2. **Resolution 2021-23** – IIC (Benecon). Moved by Member Kauffman, second by Vice Chairman Ford to adopt Resolution 2021-23. Motion approved unanimously.
3. **Intergovernmental Cooperative Agreement** – Benecon Insurance Cooperative. Moved by Member Kauffman, second by Vice Chairman Ford to sign the Intergovernmental Insurance Cooperative Agreement. Motion approved unanimously.
4. **Resolution 2021-24** – Amend Policy Procedure Manual for Code Enforcement employee. Vice Chairman Ford noted that the comma after ‘Township of West Earl’ be changed to ‘that’. Moved by Vice Chairman Ford, second by Member Kauffman to adopt Resolution 2021-24. Motion approved unanimously.

Subdivision/Land Development Review

1. **2021-10 John M. Beiler** – Preliminary/Final Land Development Plan. 216 Locust Street, Leola, 3.63 acres. Zoned AG. Proposes a 42’ x 56’ shop for applicant and his children to manufacture furniture.
Waiver/deferment requests:
 - **SALDO Section 155-9 Preliminary Plan waiver** – Moved by Vice Chairman Ford, second by Member Kauffman to grant a waiver of Section 155-9 of the SALDO. Motion approved unanimously.
 - **SALDO Section 155-21.B Final Plan Scale waiver** – Moved by Vice Chairman Ford, second by Member Kauffman to grant a waiver of Section 155-21.B of the SALDO. Motion approved unanimously.
 - **SALDO Section 155-23.C(1) Road Improvements deferral** – Moved by Vice Chairman Ford, second by Member Kauffman to defer the road improvement requirements in Section 155-23.C(1) of the SALDO contingent upon a Deferral Agreement, in a form acceptable to the Township Solicitor, be executed and recorded. Motion approved unanimously.
 - **SALDO Section 155-32.A(1) Monuments and Markers deferral** – Moved by Vice Chairman Ford, second by member Kauffman to defer the monuments and markers requirements in Section 155-32.A(1) of the SALDO contingent upon a Deferral Agreement, in a form acceptable to the Township Solicitor, be executed and recorded. Motion approved unanimously.
 - **SALDO Section 155-32.C(2) Curb with parking compound waiver** – Moved by Member Kauffman,

second by Vice Chairman Ford to grant a waiver of Section 155-32.C(2) of the SALDO. Motion approved unanimously.

- **SALDO Section 155-32.D(1) Sidewalk deferral** – Moved by Vice Chairman Ford, second by Member Kauffman to defer the sidewalk requirements in Section 155-32.D(1) of the SALDO contingent upon a Deferral Agreement, in a form acceptable to the Township Solicitor, be executed and recorded. Motion approved unanimously.
- **Stormwater Management Ordinance Section 149-37.C(1)(a)[4] Pipe Diameter** – Moved by Member Kauffman, second by Vice Chairman Ford to grant a waiver of Section 149-37.C(1)(a)[4] of the Stormwater Management Ordinance pipe diameter requirements. Motion approved unanimously.
- **Plan Approval** – Moved by Vice Chairman Ford, second by Member Kauffman to approve the John M. Beiler Plan contingent upon outstanding items in the December 1, 2021 review letter from Lancaster Civil Engineering. Motion approved unanimously.

New Business

1. **Police Department Grant for accreditation** – Moved by Vice Chairman Ford, second by member Kauffman to approve applying for the Police Department Grant for accreditation for the Police Chief. Motion approved unanimously.
2. **2022 Meeting Schedule** – Moved by Member Kauffman, second by Chairman Thornton to approve the 2022 meeting schedule. Motion approved unanimously.
3. **Earl Township Compost Agreement** – Moved by Vice Chairman Ford, second by Member Kauffman to sign the Compost Site Agreement with Earl Township. Motion approved unanimously.
4. **New Holland Borough Compost Agreement** – Moved by Vice Chairman Ford, second by Member Kauffman to sign the Compost Site Agreement with New Holland Borough. Motion approved unanimously.
5. **Police Intern Approval** – This item was tabled and will be discussed later in the meeting.

Financials

1. **Payment of Bills** – Moved by Member Kauffman, second by Vice Chairman Ford to pay the bill as presented. Motion approved unanimously.
2. **Treasurer's Report** – None
3. **Budget vs. Actual** – Provided for the Board's review.

Reports

1. **Zoning Officer** – Written report provided. Nothing further to report.
2. **Manager** – Nothing further to report.
3. **Code Enforcement Officer** – Written report provided.
4. **Roadmaster** – Roadmaster Stoltzfus is requesting to hire Sylvan Fisher as a part-time employee at the compost site for 2022. Mr. Stoltzfus said this would add \$3,900 to the budget. Moved by Chairman Thornton, second by Vice Chairman Ford to hire Sylvan Fisher part-time at a rate of \$14.85 per hours. Motion approved unanimously.

Public Comment

None

Supervisors' Comments

David Thornton – Chairman Thornton said he went to the West Earl Fire Company breakfast and it was packed.

John Ford – Vice Chairman Ford said the flag should be lowered to half staff for the passing of Bob Dole starting tomorrow. Vice Chairman Ford reported that he will not be at the December 20th meeting. He said he might be able to attend via Zoom but will be on vacation.

Reports - continued

Police Chief – Intern for the Police Department. Chief Higgins said the Police Department has the opportunity to have an intern from Penn State Harrisburg mental health crisis response program. The intern would help the Police Department with follow-up calls to families or individuals who are having mental health crises. Moved by Vice Chairman Ford, second by Member Kauffman to authorize the Police Chief to work with Penn State Harrisburg’s mental health crisis response program. Motion approved unanimously.

Chief Higgins requested an executive session at the end of the regular meeting to discuss a personnel performance matter.

Action Items

None

The Board entered Executive Session at 7:50 p.m. to discuss a personnel performance matter. The Board returned to their regular session at 8:10 p.m.

Adjournment

Moved by Vice Chairman Ford, second by Member Kauffman to adjourn the December 6, 2021 regular meeting at 8:10 p.m. Motion approved unanimously.

Respectfully Submitted by:

Sara Service
Zoning Officer