

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

**In Attendance:**

Chairman:	John Ford	Member:	Jennifer Prunoske
Vice Chairman:	Keith Kauffman	Manager/Secretary:	Jenna Seesholtz
Member:	Harold Keppley, Jr	Police Chief:	Eric Higgins
Member:	David Thornton		

Others present: Dale Peachey-136 Cornerstone Way, John Stauffer-151 Pleasant Valley Road, Galen Fisher-177 E Farmersville Road, Earl Good-Farmersville Fire Company, Ben Voran-West Earl Fire Company, Kris Pursel-West Earl Fire Company, Ray Zimmerman-West Earl Fire Company.

**Call to Order**

Chairman Ford called the August 14, 2023 regular meeting to order at 7:05 p.m.

Chairman Ford announced that the Board held an executive session prior to the regular meeting to discuss labor negotiations for the Police Department.

**Approval of Minutes**

**July 24, 2023 Meeting minutes** – Moved by Member Thornton, second by Vice Chairman Kauffman to approve the July 24, 2023 regular meeting minutes as presented. Motion approved unanimously.

**Public Comment**

**None**

**Special Business**

1. **Resolution 2023-26 Fee Schedule Update** – The water service fees & shut off fees were updated. Moved by Member Thornton, second by Member Keppley to adopt Resolution 2023-26. Motion approved unanimously.

**Subdivision/Land Development**

**None**

**Old Business**

1. **Volunteer Service Tax Credit Ordinance Discussion** – Members of both Fire Companies were present for the discussion. Kris Pursel from the West Earl Fire Company said the members of both Fire Companies appreciate the Township's willingness to adopt the volunteer service tax credit. He said they feel that there are some gaps in the language of the ordinance, and it may be helpful if some of it were less specific. He said they want to encourage more involvement and would like to see the support staff volunteers, such as maintenance and office work, also receive the proposed tax credit. Ben Voran gave an example and said the ordinance mentions "fundraising activity" and suggested possibly changing that to "fire department activity". The next fire company meeting is scheduled for October 5<sup>th</sup> where this will be further discussed. Chairman Ford asked Manager Seesholtz to add this discussion to the October 23<sup>rd</sup> Board of Supervisors meeting agenda.

**New Business**

1. **25 Meadow View Drive Civil Complaint** – The Zoning Officer said the property owner has not responded to the enforcement notice that was sent and is requesting approval to file a civil complaint. Moved by member Keppley, second by Vice Chairman Kauffman to authorize the Zoning Officer to file a civil complaint against the owner of 25 Meadow View Drive, Leola. Motion approved unanimously.
2. **43 & 47 E Main Street short-term rental request** – The owners of 43 & 47 E Main Street have requested approval to fulfill the remaining reservations for their short-term rentals. Discussion followed about potential life and fire safety issues that may exist in relation to the state building codes. The Board voiced concerns about the

possible liability. Member Keppley would like to see the properties brought into compliance with the building codes. Also discussed was the approval the Board gave to the owner of 137 E Main Street at the July 24<sup>th</sup> meeting.

- **137 E. Main Street, Dienner** – Moved by Chairman Ford, second by Member Keppley to contact the Dienners, in light of the extension that was approved at the July 24<sup>th</sup> meeting, and request that they get an inspection and bring the property into compliance with the State building codes as it relates to short-term rentals. Motion approved unanimously.
  - **43 & 47 E. Main Street, Fisher** – Moved by Chairman Ford, second by Vice Chairman Kauffman to approve the rental extension request provided the property owner schedule an inspection and bring the properties into compliance with the State building codes as it relates to short-term rentals. Motion approved with a 4 to 1 vote with Member Keppley voting no.
3. **Alvin & Malinda King stormwater management agreement** – Moved by Member Keppley, second by Member Thornton to sign the small stormwater management project agreement for Alvin & Malinda King, 157 Locust Street. Motion approved unanimously.
  4. **Chris Fisher, 138 S Farmersville Rd escrow release** – Moved by Member Prunoske, second by Member Thornton to release the escrow for the small stormwater project for Chris Fisher, 138 S Farmersville Road. Motion approved unanimously.
  5. **WETPD Cocalico Sportsman's Association Membership** – Moved by Vice Chairman Kauffman, second by Member Keppley to approve the WETPD membership to the Cocalico Sportsman's Association. Motion approved unanimously.
  6. **WETPD vehicle engine replacement by Cocalico Automotive** – Moved by Member Keppley, second by Vice Chairman Kauffman to authorize the Police Department to purchase a new engine for the police vehicle from Cocalico Automotive. Motion approved unanimously.
  7. **PennDOT Municipal Snow Removal Agreement** – Moved by Member Keppley, second by Member Prunoske to sign the PennDOT Municipal Snow Removal Agreement. Motion approved unanimously.
  8. **Hands-on-House Half Marathon fire police request** – Moved by Member Thornton, second by Member Keppley to approve the use of the West Earl Fire Police for the Hands-on-House Half Marathon on September 30, 2023. Motion approved unanimously.
  9. **East Petersburg Day Parade & 5K Race fire police request** – Moved by Member Thornton, second by Vice Chairman Kauffman to approve the use of the West Earl Fire Policer for the East Petersburg Day Parade & 5K Race on September 23, 2023. Motion approved unanimously.

#### Financials

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

#### Reports

1. **Zoning Officer's Report** – None
2. **Code Enforcement Officer's Report** – Written report provided for the Board's review. Code Enforcement Officer Brandt will be attending the August 28<sup>th</sup> meeting to discuss Park Rules and Regulations and compost site rules.
3. **Police Chief's Report**
  - National Night Out went well. He said about 500 people showed up.
  - Chief Higgins said he will be proposing a reasonable fee to assess for dog impounds.
4. **Roadmaster's Report** – None
5. **Manager's Report**
  - Manager Seesholtz said she will be out every Tuesday, through November, to attend the leadership training class with Chief Higgins.
  - Set-up budget meeting dates. The Board agreed that October 11<sup>th</sup> and 12<sup>th</sup> at 6pm would work. Manager Seesholtz will advertise those dates.
  - Special Events regulations update – Manager Seesholtz said the Township is at the Attorney's mercy for drafting the Special Events regulations for the Board's review.

Public Comment

**Dale Peachey, 136 Cornerstone Way** – Mr. Peachey asked if the Township is notified when a utility is working in a resident's yard. Manager Seesholtz said the Township would be notified via a PA One Call but a permit is not required unless the utility is working within the Township's right-of-way.

Supervisors' Comments

**Jennifer Prunoske** – Member Prunoske asked the Manager if there is an update on Eagle Disposal. Manager Seesholtz says that Eagle seems to be improving and the Township has not been receiving as many calls recently.

**Keith Kauffman** – Vice Chairman Kauffman said he took an informal survey of residents in his development (School Lane Farms) and no one seemed to have any complaints about Eagle Disposal.

Action Items

- Add to October 23<sup>rd</sup> meeting agenda – volunteer service tax credit discussion.
- Add to fee schedule – dog impound fees.
- Advertise the October budget meetings.

The Board took a brief recess at 8:25 p.m. and entered executive session to discuss labor negotiations with the Police Department at 8:30 p.m.

The Board returned to their regular session at 9:29 p.m.

Adjournment

Moved by Vice Chairman Kauffman, second by Member Prunoske to adjourn the August 14, 2023 regular meeting at 9:29 p.m. Motion approved unanimously.

Respectfully Submitted by:

Sara Service  
Zoning Officer