

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	Code Enforcement:	Brian Brandt
Member:	David Thornton	Police Chief:	Eric Higgins

Others present: John Stauffer-151 Pleasant Valley Road, David Stoltzfus-West Earl Fire Police Captain, Bill Cassidy-Brownstown Commons, Ted Cromleigh-Diehm & Sons, Jeremy Good-Agriteer.

Call to Order

Chairman Ford called the August 28, 2023 regular meeting to order at 7:00 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

August 14, 2023 Meeting minutes – Chairman Ford noted two typos on page two. Moved by Chairman Ford, second by Member Thornton to approve the August 14, 2023 regular meeting minutes as corrected. Motion approved unanimously.

Public Comment

None

Special Business

1. **Resolution 2023-27 Barrett Boulevard Street Dedication** – Moved by Vice Chairman Kauffman, second by Member Prunoske to adopt Resolution 2023-27. Motion approved unanimously.
2. **Advertise Ordinance to Amend Chapter 170** – Add Barrett Boulevard. Moved by Member Thornton, second by Member Prunoske to advertise the Ordinance to amend Chapter 170 Vehicles and Traffic to add Barrett Boulevard. Motion approved unanimously.
3. **Resolution 2023-28 Non-Uniform Pension MMO** – Moved by Member Thornton, second by Member Kauffman to adopt Resolution 2023-28. Motion approved unanimously.
4. **Resolution 2023-29 Police Pension MMO** – Moved by Member Thornton, second by Member Keppley to adopt Resolution 2023-29. Motion approved unanimously.

Subdivision/Land Development

1. **Brownstown Commons Lot 1 Financial Security Reduction** – Moved by Member Thornton, second by Member Prunoske to reduce the financial security for Brownstown Commons Lot 1 by \$314,272.00 to a balance of \$21,120.83. Motion approved unanimously.
2. **Brownstown Commons Lots 4 & 5 Financial Security Reduction** – Moved by Member Thornton, second by Member Keppley to reduce the financial security for Brownstown Commons Lots 4 & 5 by \$7,427.00 to a balance of \$108,285.21. Motion approved unanimously.
3. **MM Weaver (Agriteer) Sewer Planning Module Modification** – Moved by Member Keppley, second by Vice Chairman Kauffman to approve the modification letter for the MM Weaver (Agriteer) Sewer Planning Module. Motion approved unanimously.
4. **John Beiler Financial Security Release** – Moved by Member Thornton, second by Member Keppley to add the John Beiler Financial Security Release to the agenda. Motion approved unanimously. Moved by Member Keppley, second by Vice Chairman Kauffman to release the remainder of the financial security for the John Beiler project, minus the Township Engineer's final invoice. Motion approved unanimously.

New Business

1. **Yard Waste Composting Facility** – Proposed rules and regulations. Code Enforcement Officer Brian Brandt provided a brief overview of the draft rules & regulations for the yard waste composting facility. He said there have never been any official rules & regulations for the facility. Mr. Brandt pulled some items from the DEP permit for the facility and some items from other Municipalities to draft the document. He said he would also like to clean up and consolidate some of the signage at the facility. There was a consensus among the Board to adopt rules & regulations for the composting facility and directed Mr. Brandt to draft a Resolution for consideration at the next meeting.
2. **Eagle Disposal Discussion (RFP or Contract Extension?)** – Manager Seesholtz asked the Board if they would like to go out for RFPs or extend the contract with Eagle Disposal. She said the Township is still having issues with Eagle Disposal and recommended going out for proposals. After a brief discussion the Board was in favor of going out for proposals. Moved by Vice Chairman Kauffman, second by Member Prunoske to initiate the RFP process for the trash/recycling collection contract. Motion approved unanimously.
3. **Never Forget 9/11 Cruise Fire Police Request** – Manager Seesholtz said she did not receive any further information about this even and has gotten no response from the organizer. The Board did not take any action on this matter.
4. **Fire Police Requests** – Moved by Member Thornton, second by Member Prunoske to approve the fire police requests to assist with traffic control at the Bird-in-Hand Balloon Festival on September 14 – September 17, the Ephrata Fair Parade on September 27, and the Manheim Farm Show Parade on October 11. Motion approved unanimously.
5. **East Main Street Curb & Sidewalk Approval** – Moved by Member Keppley, second by Vice Chairman Kauffman to the work on the curb and sidewalk work as part of the culvert removal project on East Main Street. Motion approved unanimously.

Financials

1. **Payment of bills** – Moved by Member Keppley, second by Vice Chairman Kauffman 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** – Written report provided for the Board's review.
2. **Code Enforcement Officer's Report** – Provided earlier in the meeting.
3. **Police Chief's Report**
 - The next liaison meeting with Akron Borough will be on Wednesday, September 13th at 6:00 p.m. The meeting will be held at the West Earl Municipal Building.
 - Chief Higgins said that Cocalico Automotive does not have an engine available right now for the Police vehicle.
 - Member Keppley asked if the Chief knew how many stops have been made during the East Main Street closure. Chief Higgins said he knows some stops were made but does not have the exact figure. He said he could look it up and get back to the Board.
4. **Roadmaster's Report** – None
5. **Manager's Report**
 - The Roadmaster said East Main Street will be open by the end of the week.
 - Manager Seesholtz said she will be doing payroll while the Financial Director is on vacation in September. Manager Seesholtz said she is also researching new payroll companies.

Public Comment

None

Supervisors' Comments

None

Action Items

- Prepare RFPs for the trash/recycling contract.

Adjournment

Moved by Member Thornton, second by Vice Chairman Kauffman to adjourn the August 28, 2023 regular meeting at 8:00 p.m. Motion approved unanimously.

Respectfully Submitted by:

Sara Service
Zoning Officer