

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

In Attendance:

Chairman:	John Ford	Manager/Secretary:	Jenna Reigle
Member:	David Thornton	Roadmaster:	Neil Stoltzfus
Member:	Jennifer Prunoske	Police Chief:	Eric Higgins
		Code Enforcement:	Brian Brandt

Member Harold Keppley and Vice Chairman Keith Kauffman were absent.

Others present: Dale Peachy-136 Cornerstone Way, John Stauffer-151 Pleasant Valley Road, Abigail Balmer-Ephrata Public Library, Laura Brandt-Ephrata Public Library, Todd Roy-Conestoga River Club, Edith & Richard Lorah-2105 Wheat Ridge Drive.

Call to Order

Chairman Ford called the February 12, 2024 regular meeting to order at 7:00 p.m.

Approval of Minutes

January 22, 2024 Regular Meeting Minutes – Moved by Member Prunoske, second by Member Thornton to approve the January 22, 2024 regular meeting minutes as presented. Motion approved unanimously.

Public Comment

John Stauffer, 151 Pleasant Valley Road – Mr. Stauffer said he's recently become aware of an EMS Fee that other Townships collect to help support local ambulance services. He said it's about \$85.00 per year. Manager Reigle said the Township currently collects a Local Services Tax and a new Fire Tax to help the volunteer fire services. Mr. Stauffer said he just wanted to bring this to the Board's attention as an option to help support emergency services.

Abigail Balmer, Executive Director of the Ephrata Public Library – Ms. Balmer was at the meeting to thank the Township for its recent donation to the Ephrata Public Library. The Board members explained why the donation was made to the local library rather than the Lancaster Library.

Special Business

1. **Conestoga River Club** – Dumpster storage request. Todd Roy, Executive Director of the Conestoga River Club, is requesting to place dumpsters at the Township's compost site. The dumpsters would be used when the Conestoga River Club does clean-ups of the Conestoga River. The dumpsters would be stored in an area that is not accessible to the general public and there would be no expense for the Township. The dumpsters would be emptied approximately once per month. Moved by Member Thornton, second by Member Prunoske to approve the request from the Conestoga River Club to store dumpsters at the Township's compost site. Motion approved unanimously.

Subdivision/Land Development

1. **Laverne Martin, 81 N. Farmersville Rd. Stormwater Management Agreement** – Moved by Member Prunoske, second by Member Thornton to sign the stormwater management agreement for Laverne Martin, 81 N. Farmersville Road. Motion approved unanimously.
2. **Roy Martin, 92 Center Square Rd. Stormwater Management Agreement** – Moved by Member Prunoske, second by Member Thornton to sign the stormwater management agreement for Roy Martin, 92 Center Square Road. Motion approved unanimously.
3. **Escrow fund release request from John Reiff** – Moved by Member Thornton, second by Member Prunoske to approve the release of the remaining escrow funds for the John Reiff small stormwater project. Motion approved unanimously.

Correspondence/Communications

1. **S. State Street/W. Main Street** – The Township received correspondence from Phil Boyer outlining concerns about speeding and brake retarders on S. State Street and W. Main Street. The Manager said these are the same issues that Mr. Boyer has contacted the Township about before. Manager Reigle said the brake retarder sign is in the process of being installed. Chief Higgins said the Police Department has been continually addressing Mr. Boyer's concerns. Chairman Ford thanked the Chief and Manager for their efforts to respond to Mr. Boyer's concerns.
2. **Bitzer's Mill Bridge** – The Manager received correspondence from Mr. Richard Lorah about the Bitzer's Mill Bridge, owned by PennDOT, which has been closed due to damage done by a large tractor trailer. Mr. Lorah outlined several concerns about the bridge being closed. The Manager explained that the Township is at PennDOT's mercy for the bridge repair. PennDOT has said that the repair is set to begin in June 2024. Mr. Lorah was in attendance and reiterated the concerns from his correspondence to the Board. Chairman Ford stressed that because the bridge is owned by PennDOT the Township cannot touch it or do any repairs to it.
3. **Rose Hill Road illegal burning issue** – Manager Reigle told the Board that they may see an article in the LNP watchdog section about burning on Rose Hill Road. She said she had a conversation with the resident and it's the same issue that has been going on for years. The resident has been told repeatedly to call the Township or Police Department when the burning is occurring but never does. The resident then shows up with pictures hours or days later. The Manager and Police Chief said there is nothing that can be done if the resident doesn't call when the burning is happening.
4. **Farmersville Fire Company 2023 report** – The report was provided for the Board's review.
5. **West Earl Fire Company 2023 report** – The report was provided for the Board's review. Member Thornton said he and Vice Chairman Kauffman attended the recent meeting with the Fire Companies. Their donations have only decreased by 3% but the number of people donating has gone down more.

Old Business

1. **Special Events Ordinance** – Manager Reigle said this draft ordinance was presented to the Board at an earlier date, but the Board never provided any comments. Brian Brandt briefly reviewed the ordinance with the Board. Chairman Ford said he would like the Township's attorney to review it. The Manager will send it to the attorney for review.

New Business

1. **Baseball/softball field advertising program discussion** – Code Enforcement Officer Brandt researched creating an advertising program for the baseball/softball field to help generate some revenue for the Township. He said the Township would need to commit to implementing a reservation system for the field. Discussion followed relating to the Conestoga Valley Youth Athletics Association which currently uses the field the most. There was a consensus among the Board members to implement a reservation system for the baseball/softball field.
2. **Act 172 Volunteer Fire Tax Credit** – Moved by Member Prunoske, second by Member Thornton to approve the Act 172 Volunteer Fire Tax Credit lists provided by the West Earl and Farmersville Fire Companies. Motion approved unanimously.
3. **West Earl Fire and Farmersville Fire Special Event & Roster Acknowledgement** – Moved by Chairman Ford, second by Member Thornton to acknowledge receipt of the West Earl and Farmersville Fire Companies' Special Event Calendars and Rosters for 2024. Motion approved unanimously.
4. **Increase Manager Bond** – Moved by Member Prunoske, second by Member Thornton to increase the Manager's Bond to \$500,000. Motion approved unanimously.
5. **Water Meter Mobile Data Collector** – Moved by Member Thornton, second by Member Prunoske to authorize the water fund purchase of the water meter mobile data collector for the Water Department in the amount of \$13,572. Motion approved unanimously.
6. **Lead Line Inventory** – Manager Reigle explained that DEP is requiring the Township to create an inventory of all the lead pipes in houses that are older than 1991. Township staff will be working on the project along with the Water Authority's engineer Entech Engineering, Inc. Moved by Chairman Ford, second by Member Thornton to authorize spending up to \$5,600 for Entech Engineering's services to assist with lead line inventory. Motion approved unanimously.

7. **Execution of Certification of Uncollected Real Estate Taxes** – Moved by Member Thornton, second by Member Prunoske to execute the Certificate of Uncollected Real Estate Taxes. Motion approved unanimously.
8. **Purchase Ford Police Interceptor** – Moved by Member Thornton, second by Member Prunoske to authorize the purchase of a Ford Police Interceptor as was budgeted. Motion approved unanimously. Chairman Ford asked Chief Higgins to come back with options for the police vehicle that is being retired.
9. **Girl Scouts West Earl Park Cookie Sale approval** – April 6th and 13th 8am until 12pm. Moved by Member Thornton, second by Member Prunoske to allow the Girl Scouts to use the West Earl Lions' Park for their cookie sale on April 6th and 13th. Motion approved unanimously.
10. **Fire Police approval for Penryn Fire Company Mud Sale on March 16th** – Moved by Chairman Ford, second by Member Thornton to authorize the West Earl Fire Police to help with traffic control at the Penryn Fire Company mud sale on March 16, 2024. Motion approved unanimously.
11. **Road signs purchase approval** – Moved by Member Prunoske, second by Member Thornton to authorize the purchase of road signs with the Roadmaster's preferred vendor. Motion approved unanimously.
12. **Zero turn mower purchase approval** – Moved by Member Thornton, second by Member Prunoske to authorize the purchase of the zero-turn mower as was budgeted. Motion approved unanimously.
13. **Flail arm mower purchase approval** – Moved by Member Prunoske, second by Member Thornton to authorize the purchase of the flail arm mower as was budgeted. Motion approved unanimously.

Financials

1. **Payment of Bills** – Member Thornton asked several questions about the bills. Moved by Member Thornton, second by Member Prunoske to pay the bills as presented. Motion approved unanimously.
2. **Budget vs. Actual** – For the Board's review.
3. **Treasurer's Report** – Moved by Chairman Ford, second by Member Thornton to approve the December 31, 2023 Treasurer's Report. Motion approved unanimously.

Reports

1. **Zoning Officer's Report** – Provided written report for the Board's review.
2. **Code Enforcement Officer's Report** – Provided written report for the Board's review.
3. **Roadmaster's Report** – Roadmaster Stoltzfus updated the Board on the broken dump bed.
4. **Police Chief's Report** – Chief Higgins said he will be moving the speed monitoring sign board to East and West Main Streets. Chief Higgins requested an executive session at the end of the regular meeting to discuss personnel discipline.
5. **Manager's Report**
 - Manager Reigle will be out of the office on Thursday and Friday.
 - 1,000 new customers have been added to the trash/recycling collection program. Approximately 1,000 customers paid the annual discounted rate for trash/recycling.

Supervisors' Comments

David Thornton – Member Thornton asked when the Township staff pictures will be posted to the website. Chief Higgins said he will be getting some training on how to post the pictures to the website. Member Thornton requested an executive session at the end of the regular meeting to discuss personnel performance.

Action Items

- Ask Josele to review the proposed Special Event Ordinance.
- Contact the Fire Companies to take care of the next step for the fire tax credit.

The Board took a brief recess and entered executive session at 8:50 p.m. The Board returned to their regular session at 9:10 p.m.

Adjournment

Moved by Member Thornton, second by Member Prunoske to adjourn the February 12, 2024 regular meeting at 9:10 p.m.
Motion approved unanimously.

Respectfully Submitted by:

Sara Service
Zoning Officer