

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

In Attendance:

Chairman:	John Ford	Manager/Secretary:	Jenna Seesholtz
Vice Chairman:	Keith Kauffman	Roadmaster:	Neil Stoltzfus
Member:	David Thornton	Engineer:	Ben Craddock, Lanc. Civil
Member:	Jennifer Prunoske	Police Chief:	Eric Higgins

Member Harold Keppley, Jr. was absent.

Others present: Dale Peachey-136 Cornerstone Way, Edith & Richard Lorah-2105 Wheat Ridge Drive, Dave Mease-Diehm & Sons, John Stauffer-151 Pleasant Valley Road, Richard Hoover-Hoover Buildings, Jeremy Good-Agriteer, Michael Cronin-Inframark, Mike Wogelmuth-Inframark, Nate Lox-Inframark.

Call to Order

Chairman Ford called the February 13, 2023 regular meeting to order at 7:00 p.m.

Approval of Minutes

- **January 23, 2023 meeting minutes** – Moved by Vice Chairman Kauffman, second by Member Thornton to approve the January 23, 2023 meeting minutes as presented. Motion approved unanimously.

Public Comment

None

Special Business

1. **Inframark Presentation** – Representatives from Inframark were at the meeting to present a proposal to the Board for the operation of the Township's public water system. The proposal includes 1 full-time water operator out of their Lititz location along with a full maintenance staff. There will be 24/7 coverage available with some overtime built into the cost of the contract. The proposed contract also includes regular maintenance to the water equipment. The Board did not take any action
2. **Resolution 2023-12 Appoint Zoning Hearing Board Alternate** – Moved by Member Thornton, second by Vice Chairman Kauffman to adopt Resolution 2023-12 appointing Dan Herr as the Zoning Hearing Board alternate. Motion approved unanimously.
3. **Resolution 2023-13 Appointment to Planning Commission** – Moved by Vice Chairman Kauffman, second by Member Thornton to adopt Resolution 2023-12 appointing Bill Howard to a term on the Planning Commission. Motion approved unanimously.

Subdivision/Land Development Review

1. **MM Weaver Subdivision/Land Development Plan** – 391 East Main Street, Leola. Property is zoned Industrial and Agricultural. Applicant proposing to construct an agricultural equipment sales and service facility. Dave Mease from Diehm & Sons provided an overview of the plan. The applicant is requesting several waivers and deferments.

**SALDO**

- **§155-9 Preliminary Plan** – Moved by Member Prunoske, second by Member Thornton to grant a waiver of the preliminary plan requirements. Motion approved unanimously.
- **§155-23.C(1) Street Widths** – Mr. Mease stated that the applicants will be widening Butter Road but would like to request a deferral to widen East Main Street (Route 23). Moved by Member Prunoske, second by Member Thornton to defer the widening of East Main Street (Route 23), Leola. Motion approved unanimously.
- **§155-32.D(2) Sidewalks** – Moved by Chairman Ford, second by Vice Chairman Kauffman to defer the installation of sidewalks along Butter Road and East Main Street (Route 23) contingent upon a deferral agreement that's acceptable to the Township solicitor being recorded. Motion approved unanimously.

**Stormwater Management**

- **§149-32.A(1) Volume Control Requirements** – The applicant is proposing to install a Managed Release Concept rain garden. Moved by Member Prunoske, second by Member Thornton to grant a waiver of volume control requirements. Motion approved unanimously.
- **§149-32.E(2) Volume Control/Rate Control Storage** – Moved by Member Prunoske, second by Member Thornton to grant a waiver of volume control/rate control storage. Motion approved unanimously.
- **§149-37.C.3(b) Inlets or Manholes and Direction of Conveyance Pipes** – Moved by Member Prunoske, second by Vice Chairman Kauffman to grant a waiver of §149-37.C.3(b) to allow a twenty degree bend in the conveyance pipe with no inlet or manhole located at the bend. Motion approved unanimously.

Discussion followed about the curbing around the parking areas and whether the Board felt it necessary to require additional curbing. The Board took no action on this matter. The water and sewer approvals were also discussed. Mr. Mease stated that they are working with Upper Leacock and DEP for the water and sewer approvals.

**Conditional Plan Approval** – Moved by Chairman Ford, second by Member Prunoske to grant conditional plan approval for the MM Weaver plan contingent upon all items in the Township Engineer's review letter dated February 13, 2023 being satisfied and the recording of an the easement agreement with the adjoining land owner for the stormwater facilities. Motion approved unanimously.

New Business

1. **COG Bidding** – Moved by Member Thornton, second by Vice Chairman Kauffman to approve the COG bidding for chip seal for School, Brick Church, Groffdale Church, Sawmill, Amishtown, Wissler, and Snapper Roads and double chip and fog seal for Suncrest, Valley View, Concord, and Battens Circle. Motion approved unanimously.
2. **2022 Certificate of Uncollected Taxes** – Moved by Member Thornton, second by Vice Chairman Kauffman to authorize the Chairman to sign the 2022 Certificate of Uncollected Taxes. Motion approved unanimously.
3. **Rotary Ride for the Community** – Moved by Vice Chairman Kauffman, second by Member Thornton to approve the Rotary Ride for the Community on June 3, 2023 and to authorize the Fire Police to help with traffic control if needed. Motion approved unanimously.
4. **Police Pistol Purchase** – Moved by Vice Chairman Kauffman, second by Member Prunoske to authorize the trade in and purchase of a police department pistol. 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** – Not available.

Reports

1. **Zoning Officer's Report** – January report provided for the Board's review.
2. **Manager's Report**
  - The new compost gate will be installed the week of February 20<sup>th</sup>.
  - Township staff has started transferring all compost cards over to key fobs and will be available at the Township building on Saturday, February 25<sup>th</sup> for residents to stop in and exchange their cards for fobs.
  - Code Enforcement Officer Brian Brandt has been working on the water and trash past dues and has been doing a great job.
3. **Code Enforcement Officer's Report** – Written report provided for the Board's review.
4. **Police Chief's Report**
  - Written report provided for the Board's review.
  - Update on accreditation – there are 4 or 5 more policies to adopt and implement.
  - Bleed Blue Challenge blood drive will be this Thursday from 2pm until 7pm at the West Earl Fire Department.

**5. Roadmaster's Report**

- Currently under budget for salt.
- The road department has been tree trimming and taking down dead trees on Township property.

Public Comment

None

Supervisors' Comments

- **Keith Kauffman** – Vice Chairman Kauffman said he attended the Fire Company meeting with Member Prunoske. West Earl Fire Company would like to take back some of their first due response area from Akron. Chairman Ford said he would like to know what's involved in assigning the first due response areas. Chairman Ford asked Manager Seesholtz to contact the County and see if someone could attend the next meeting to explain the first due response process to the Board.
- **Jennifer Prunoske** – Member Prunoske asked the Manager if she met with the post offices as was discussed at previous meetings. Manager Seesholtz said she spoke to Member Keppley and it's his feeling that the Township should get out of this matter all together and allow the post offices to figure it out.
- **John Ford** – Chairman Ford asked if there is an update on the Township's land acquisition. Manager Seesholtz said that Engineer Craddock is waiting to hear back from the DEP on the sewage planning module.

Action Items

- Contact Penn Township and Lititz Borough for references for Inframark.
- Prepare a list of repeat offenders for unpaid real estate taxes.
- Prepare a list of items that the Fire Companies can purchase with the fire tax funds.
- Find a representative from the County to come to a meeting to explain the first due response process to the Board.

Manager Seesholtz requested an executive session to discuss a personnel discipline matter.

The Board took a brief recess and entered executive session at 8:50 p.m. The Board returned to their regular session at 9:08 p.m.

Moved by Member Thornton, second by Vice Chairman Kauffman to terminate the employment of Kyle Stapleton. Motion approved unanimously.

Adjournment

Moved by Member Thornton, second by Member Prunoske to adjourn the February 13, 2023 regular meeting at 9:10 p.m.. Motion approved unanimously.

Respectfully Submitted by:

Sara Service  
Zoning Officer