

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 Reigle
Member:	David Thornton	Police Chief:	Eric Higgins

Member Harold Keppley was absent.

Others present: Dale Peachy-136 Cornerstone Way

Call to Order

Chairman Ford called the February 26, 2024 regular meeting to order at 7:00 p.m.

Approval of Minutes

February 12, 2024 Regular Meeting Minutes – Moved by Member Thornton, second by Member Prunoske to approve the February 12, 2024 regular meeting minutes as presented. Motion approved unanimously.

Planning Commission Minutes February 20, 2024 – Provided to the Board for review. Manager Reigle said the special exception request for 23 School Lane Avenue was before the Planning Commission on February 20th. She explained that it's for a substitution of a nonconforming use for a wood furniture making business. She said they plan to install a dust collector as part of their business. Manager Reigle expressed concerns about potential noise the dust collector may generate in a residential area next to the elementary school. Discussion followed about the possible noise and the continuance of a nonconforming use. The Board asked Manager Reigle to attend the Zoning Hearing on March 6th to testify on behalf of the Township relating to this case. Moved by Vice Chairman Kauffman, second by Chairman Ford to direct the Township Manager to attend the March 6th Zoning Hearing on behalf of the Board of Supervisors and the Township to oppose the approval of the special exception to substitute a nonconforming use at 23 School Lane Avenue because of concerns about noise, dust, and the continuance of a nonconformance. Motion approved unanimously.

Manager Reigle reported that Mary Beth Hellberg resigned from the Zoning Hearing Board because she is serving in another elected office.

Public Comment

None

New Business

1. **Water and trash bill collection program** – Manager Reigle presented a proposal to start a collection program for past due water and trash bills using Portnoff Law Associates. She explained the process and said there would be no cost to the Township. Moved by Member Thornton, second by Member Prunoske to authorize the Township Manager to draft and Ordinance and execute the contract with Portnoff Law Associates for collection of past due water and trash bills. Motion approved unanimously.
2. **Act 172 Certification Payment Request Approval** – There was a consensus among the Board members to have these requests included in the payment of bills at the Supervisors' meetings.
3. **Lead Line Inventory progress update** – The Manager is working with Township staff and Entech Engineering to get together all the data for the lead line inventory required by DEP. A letter will be going out to residents to notify them of the lead line inventory.
4. **Police Retention Grant** – Chief Higgins said this grant would help cover the costs associated with pre-employment costs, and police academy costs for new police officers. The Chief said he would like to apply for up to \$7,000 per candidate. Moved by Chairman Ford, second by Vice Chairman Kauffman to authorize the Police Chief to apply for a police retention grant. Motion approved unanimously.
5. **Resignation of Officer Heise** – Moved by Member Thornton, second by Vice Chairman Kauffman to regretfully accept the resignation of Police Officer Samantha Heise. Motion approved unanimously. The Board asked Manager Reigle to conduct an exit interview with Officer Heise.
6. **Implementation of Dog Impound Fee** – Moved by Member Thornton, second by Member Prunoske to

implement a \$50 dog impound fee. Motion approved unanimously. The Board asked the Manager to draft a resolution for the dog impound fee.

7. **Sunrise Rotary Ride for the Community on June 1, 2024** – An insurance certificate has been supplied to the Township. Moved by Vice Chairman Kauffman, second by Member Thornton to authorize the use of Township roads for the Sunrise Rotary Ride for the Community on June 1, 2024. Motion approved unanimously.
8. **Lions' Club Easter Egg Hunt on March 30, 2024** – Moved by Vice Chairman Kauffman, second by Member Thornton to approve the Lions' Club Easter Egg Hunt at the Lions' Park on March 30, 2024. Motion approved unanimously.
9. **United Veterans' Council of New Holland Donation** – Moved by Member Prunoske, second by Vice Chairman Kauffman to make a donation to the United Veteran's Council of New Holland in the same amount as last year plus 10%. Motion approved unanimously.
10. **Township Building Water Line** – Manager Reigle explained some of the issues there have been with the water at the Township building. She said the water has a very high sodium content and is not fit to drink, can't be used for showers or even to mop the floors in the building. Chairman Ford asked how much it would cost to connect to the public water system. The Manager said that the Roadmaster is getting quotes. She said there is approximately \$100,000 left in ARPA funds that could be used for connecting to the public water system. The Board directed the Manager to move forward with getting a quote for the work.

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** – For the Board's review.
3. **Treasurer's Report** – None

Reports

1. **Zoning Officer's Report** – None.
2. **Code Enforcement Officer's Report** – Will be provided at the next meeting.
3. **Roadmaster's Report** – None.
4. **Police Chief's Report** – None.
5. **Manager's Report** – Nothing additional to report.

Supervisors' Comments

David Thornton – Member Thornton briefly mentioned having an executive session. Chairman Ford said it could be discussed publicly. Chief Higgins addressed the Board and said he would like to have a spending limit from the Supervisors. He asked the Board if he should submit requests to attend the annual Police Chiefs Conference. He said the cost is \$1,000 and asked the Board if he needs their approval prior to signing up for the conference. Chairman Ford said the conference is included in the Chief's contract and it's just a courtesy to let the Board know when he will be attending.

Jennifer Prunoske – Member Prunoske mentioned the PA 250 resolution drafted by PSATS. Manager Reigle said the Township approved that resolution a couple years ago.

Action Items

- Draft a Resolution for the dog impound fee.
- Get quotes for connecting the Township building to the public water system.

Adjournment

Moved by Member Thornton, second by Member Prunoske to adjourn the February 26, 2024 regular meeting at 8:24 p.m. Motion approved unanimously.

Respectfully Submitted by:

Sara Service
Zoning Officer