

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

In Attendance:

Chairman:	David Thornton	Manager/Secretary:	Jenna Seesholtz
Vice Chairman:	John Ford	Roadmaster:	Neil Stoltzfus
Member:	Harold Keppley, Jr.	Police Chief:	Eric Higgins
Member:	Keith Kauffman	Township Engineer:	Benjamin Craddock
Member:	Dale Wissler		

Others present: John Stauffer-151 Pleasant Valley Road

Call to Order

Chairman Thornton called the March 14, 2022 regular meeting to order at 7:00 p.m.

Approval of Minutes

February 28, 2022 Meeting Minutes – Page two will be revised to note that the Board is making a contribution based upon \$0.50 per capita, not the \$1 that was invoiced by the County. One page three, under Harold Keppley's comments, it should read "NOT" hooked up. Moved by Vice Chairman Ford, second by Member Kauffman to approve the minutes of February 28, 2022 with amendments. Motion approved unanimously.

Public Comment

None

Special Business

None

Subdivision/Land Development Review

1. **MM Weaver Time Extension Approval (June 14, 2022)** – Moved by Vice Chairman Ford, seconded by Member Keppley to approve the Time Extension Request as submitted by MM Weaver. Motion approved unanimously.
2. **Darvin Hoover – Small SW Project Escrow Release (\$1,095.00)** - Moved by Member Wissler, seconded by Member Kauffman to approve full release of the escrow funds of \$1,095.00 being held for Darvin Hoover's Small Stormwater Project. The project was built as proposed and approved. Motion approved unanimously.
3. **Jay Horst – Small SW Project Escrow Release (\$951.75)** - Moved by Member Kauffman, seconded by Vice Chairman Ford to approve full release of the escrow funds of \$951.75 being held for Jay Horst's Small Stormwater Project. The project was built as proposed and approved. Motion approved unanimously.

Correspondence/Communications

None

Old Business

1. **Akron Hill Water Tower Update** – Manager Seesholtz noted that this project is going out for bid within the next few days. Correspondence will be sent out to the residents who are served by this tower to advise them of the timeline for this project. The Township will also request contact information from these residents in case there are any issues.

New Business

1. **Quarterly Billing Proposal for Water and Trash Customers** – Manager Seesholtz presented the Board with a proposal that would change the current monthly billing for water and trash customers to quarterly billing. Billing would be set up so customers would receive their water bill for the quarter on one invoice and the trash bill for the quarter the next month on a separate bill. The Township will try to set up these quarterly bills will not be sent on the same billing cycle as the LASA invoice. This change

will potentially save the Township over \$5,000 per year. Moved by Member Wissler, seconded by Vice Chairman Ford to approve the change from monthly billing of the water and trash bills to quarterly billing as proposed by Seesholtz. Motion approved unanimously.

2. **Resolution 2022-15 Rescind Resolutions 2021-15 & 2021-21** – Moved by Member Kauffman, seconded by Member Wissler to adopt Resolution 2022-15 that rescinds Resolutions 2021-15 and 2021-21. Motion approved unanimously.
3. **United Veteran's Council of New Holland Contribution Request** - Moved by Vice Chairman Ford, seconded by Member Keppley to approve a contribution of \$250.00 to the United Veteran's Council of New Holland. Motion approved unanimously.
4. **Bareville/Leola/Leacock Lions Club - Fire Police Request for 5K (May 14, 2022)** - Moved by Member Wissler, seconded by Member Kauffman to approve the use of the Township roads and fire police as requested by Bareville/Leola/Leacock Lions Club for the for 5K scheduled on May 14, 2022. Motion approved unanimously.
5. **West Earl Police Department – Vacation Carry Over Approval** - Moved by Member Keppley, seconded by Member Wissler to approve 16 hours of vacation time to carry over from 2021 into 2022 for Sergeant Dawn Ray. Motion approved unanimously.
6. **Police Grant Paperwork and Consultant Approval** – Moved by Member Kauffman, seconded by Member Wissler to accept the PLEAC Accreditation grant of \$34,900 and to approve Aspirant as the consultant to assist with accreditation requirements. Motion approved unanimously.
7. **Truck Repair Approval** – Roadmaster Stoltzfus noted that he received an estimate of \$9,000 to repair the Freightliner's emissions system. Stoltzfus will secure an additional estimate. Motioned by Vice Chairman Ford, seconded by Kauffman to allow Roadmaster Stoltzfus to repair the Freightliner truck for an amount not to exceed \$9,000. If the total should exceed \$9,000, Stoltzfus will come back to the Board to have that amount considered. Motion approved unanimously.

Financials

1. **Payment of Bills** – Seesholtz will contact PSATS for a refund for 2 Supervisors who will not be able to attend the 2022 PSATS convention. Moved by Member Kauffman, second by Chairman Thornton to pay the bills as presented. Motion approved unanimously.
2. **Budget vs. Actual** – For the Board's review.

Reports

1. **Zoning Officer's Report** – Zoning Officer Service was not in attendance.
2. **Manager's Report** – Nothing additional to report.
3. **Code Enforcement Officer's Report** – Nothing additional to report.
4. **Police Chief's Report** – Chief Higgins noted that the Police Department held two events at the Akron Borough office. Coffee with a Cop saw about 20 people stop by the event. He also stated that the body cameras are in, but they will not be placed in service until a new policy for the cameras is approved. Member Keppley asked if the Chief heard any word about the \$150,000 missing from Lancaster County Drug Task Force funds? Chief did not have any information on this but will look into it and report back to the Board.
5. **Roadmaster's Report** – The East Main Street is underway. Over 650 feet of concrete curb has been poured. Vice Chairman Ford would like the Roadmaster to update the timeline for the project. Member Wissler noticed that there is a mailbox that is cemented into the concrete of the existing sidewalk. Roadmaster Stoltzfus noted that this box will be required to be relocated into the bump out in order to meet ADA requirements.

Public Comment

Brenden Curry, LNP – Mr. Curry asked the Board where the Drug Task Force contribution is coming from. Vice Chairman Ford stated it will come from the Township's General Fund. This was not an item that was budgeted.

Supervisors' Comments

Keith Kauffman – Member Kauffman asked if the Township could place notification on the Facebook page or the website that Frontier will be coming to the Township to install cable. Frontier has submitted permits for the work they are looking to install throughout the Township.

Harold Keppley – Member Keppley noted that Representative Greiner will be at Park Place Automotive on March 24 and March 25 from 4pm to 7pm if anyone wished to sign Rep. Greiner's petition to run for State Representative.

John Ford – Vice Chairman Ford inquired about banking paperwork that the Board was to sign. It was noted that this was not placed on the agenda.

Univest Account Paperwork: Moved by Vice Chairman Ford, seconded by Member Kauffman to add the Univest Paperwork to the Agenda. Motion approved unanimously. Moved by Vice Chairman Ford, seconded by Keppley to open an Operating Reserve account with Univest in line with the motion adopted at the January 3, 2022 Board of Supervisor meeting. Motion approved unanimously.

Action Items

Manager Seesholtz to ask Zoning Officer Service if David Burkholder submitted a manure plan for the duck farm.

Adjournment

Moved by Vice Chairman Ford, second by Member Kauffman to adjourn the March 14, 2022 regular meeting minutes. Motion approved unanimously.

Respectfully Submitted by:

Jenna Seesholtz
Township Manager/Secretary