

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

In Attendance:

Chairman:	David Thornton	Member:	Dale Wissler
Vice Chairman:	John Ford	Member:	Harold Keppley, Jr.
Member:	Keith Kauffman	Manager/Secretary:	Jenna Seesholtz

Others present: Dale Peachey-136 Cornerstone Way, Nathan Shirk-276 Tobacco Road, Anthony Bauman-157 Center Square Road, Jay Horst-448 Ridge Avenue, Ephrata, Jeremy Good-MM Weaver, Eugene Hurst-MM Weaver, David Mease-Diehm & Sons.

Call to Order

Chairman Thornton called the November 7, 2022 regular meeting to order at 7:02 p.m.

Approval of Minutes

1. **November 7, 2022 regular meeting** – Vice Chairman Ford said that the correction made to the October 26, 2022 budget meeting minutes should be corrected. The Board met in executive session to discuss a personnel **performance** matter. Moved by Vice Chairman Ford, second by Chairman Thornton to approve the November 7, 2022 regular meeting minutes as corrected. Motion approved unanimously.
2. **November 9, 2022 budget meeting** – Moved by Vice Chairman Ford, second by Member Wissler to approve the November 9, 2022 budget meeting minutes as corrected. Motion approved unanimously.

Public Comment

**Nathan Shirk, 276 Tobacco Road** – Mr. Shirk was at the meeting to voice concerns about the proposed fire tax. Mr. Shirk would like to see some of the fire tax money go to Akron Fire Company and Bareville Fire Company. Mr. Shirk said that Akron Fire Company would be the first responder if there were a cardiac arrest emergency at his property on Tobacco Road. The first due response for fires was discussed. Member Keppley said he's not sure how the first due response for medical emergencies are handled by the Fire Companies. After a brief discussion the Board thanked Mr. Shirk for bringing his concerns to the Board.

Special Business

1. **Jordan Byrnes Promotion to Sergeant** – This item has been postponed.
2. **Resolution 2022-31** – Moved by Member Wissler, second by Member Kauffman to adopt Resolution 2022-31 authorizing the Township Manager to execute documents for Phase 2 of the East Main Street Project. Motion approved unanimously.
3. **Police Policies and Procedures** – Moved by Vice Chairman Ford, second by Member Keppley to approve the Police Policies and Procedures. Motion approved unanimously.

Subdivision/Land Development Review

1. **MM Weaver Time Extension** – David Mease, Diehm & Sons, outlined the outstanding items for the MM Weaver Plan which include some issued with the NPDES permit and the Highway Occupancy Permit. Moved by Member Keppley, second by Member Wissler to accept the 90-day extension for the MM Weaver Plan. Motion approved unanimously.
2. **Mahlon Martin (307 Goods Road) Financial Security Reduction #1** – Moved by Member Keppley, second by Member Kauffman to reduce the financial security for the Mahlon Martin project to \$5,603. Motion approved unanimously.

Correspondence/Communications

None

Old Business

1. **Zoning Enforcement Civil Action Request** – Moved by Member Wissler, second by Member Kauffman to authorize the Zoning Officer to file a civil action against the owner of 90 Zook's Mill Road for zoning violations. Motion approved unanimously.

New Business

1. **2023 Budget Approval for Advertisement** – Vice Chairman Ford asked the Township Manager to prepare a 3-year budget plan. Discussion followed about setting up quarterly budget workshops. Moved by Member Keppley, second by Member Wissler to approve advertising the budget for adoption in December. Motion approved unanimously.
2. **3 W. Center Square Road R.O.W. Issue** – Manager Seesholtz said the Township received a call from the owner of 3 W. Center Square Road. The wall at the front of his property is getting hit by large trucks using Center Square Road. The property owner would like the Township to install a sign limiting the size of trucks on that road. Manager Seesholtz said the wall is in the right-of-way and it could not be re-built in that area if something happened to it. She said after speaking to the Township Engineer and the Roadmaster they are not inclined to install a sign. The Board agreed and said they are also disinclined to limit the truck size on that road. This topic led to a discussion about the brake retarder prohibition signs in the Township.
3. **Transfer from Rec Fund to General Fund** – Moved by Vice Chairman Ford, second by Member Keppley to approve the transfer from the Rec Fund to the General Fund. Motion approved unanimously.
4. **Approval of Contract with ARRO to run the water system** – Moved by Vice Chairman Ford, second by Member Keppley to ratify the contract with ARRO that was signed by the Township Manager. Motion approved unanimously.

Financials

1. **Payment of Bills** – Moved by Member Keppley, second by Member Wissler 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. **Manager's Report**
  - The leaf truck is down.
  - Representative Greiner will be having an open house on December 8, 2022 from 3pm until 6pm. There was a consensus among the Board members have an open house along with Representative Greiner. Manager Seesholtz will create a flyer for the event.
3. **Code Enforcement Officer's Report** – Written report provided for the Board's review.
4. **Police Chief's Report** – Not present at meeting.
5. **Roadmaster's Report** – Not present at meeting.

Supervisors' Comments

None

Action Items

- Prepare a 3-year budget plan to present at the January or February meetings.
- Set up a schedule to hold quarterly budget workshops.

Adjournment

Moved by Vice Chairman Ford, second by Member Keppley to adjourn the November 14, 2022 regular meeting at 8:05 p.m. Motion approved unanimously.

Respectfully Submitted by:

Sara Service  
Zoning Officer