

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:	Jennifer Prunoske		

Members David Thornton and Harold Keppley, Jr. were absent.

Others present: Dale Peachey-136 Cornerstone Way, John Stauffer-151 Pleasant Valley Road.

Call to Order

Chairman Ford called the September 25, 2023 regular meeting to order at 7:00 p.m.

Approval of Minutes

September 11, 2023 Meeting minutes – Moved by Member Prunoske, second by Vice Chairman Kauffman to approve the September 11, 2023 regular meeting minutes as presented. Motion approved unanimously.

Chairman Ford asked the Manager if the Joint Comprehensive Plan that is mentioned in the Planning Commission meeting minutes is still in effect. Manager Seesholtz said that she believes the old one from the 1990s is still in effect.

Public Comment

None

Special Business

1. **Ordinance 266** – Traffic regulation within Brownstown Commons. Manager Seesholtz said Ordinance 266 has been advertised. Chairman Ford said that Barrett Boulevard is a short road and asked why the speed limit is 25 MPH. Manager Seesholtz said she doesn't believe that a 15 MPH road is able to be dedicated to the Township but could check into that. A brief discussion about the speed on Barrett Boulevard followed. Moved by Vice Chairman Kauffman, second by Member Prunoske to adopt Ordinance 266. Motion approved unanimously.
2. **328 Akron, LLC** – Petition to amend the Zoning Ordinance and Zoning map. The West Earl Planning Commission has reviewed the petition and has recommended that it be sent to the Lancaster County Planning Commission for their review. Manager Seesholtz said she has concerns about the petition. She said there is nothing in the SALDO that triggers a traffic study. The traffic study requirement would come from the Zoning Ordinance. She said that with this petition, the applicant is attempting to skirt the traffic study regulations. She said the area where this property is located is heavily travelled with many driveways entering in an out of surrounding properties. Without a traffic study, these issues could remain unaddressed. Member Prunoske echoed Manager Seesholtz's concerns. Chairman Ford would like the County to take a look at the petition and come back with their criticisms or blessings. Manager Seesholtz will forward the petition to the Lancaster County Planning Commission.

Old Business

1. **New Holland Farmer's Street Fair request** – Fire Police assistance requested for an additional day – October 3, 2023. Moved by Member Prunoske, second by Vice Chairman Kauffman to approve the Fire Police request for the New Holland Farmer's Street Fair on October 3, 2023. Motion approved unanimously.
2. **Brownstown Commons developer request** – Manager Seesholtz asked the Township Engineer to investigate the request by the developer to give the Township \$10,000 in lieu of planting the shrubbery barrier as required by the land development plan. The Township Engineer recommended not accepting the donation in lieu of planting the shrubs. After a brief discussion there was a consensus among the Board members to decline the developer's offer. Manager Seesholtz will pass that along to the developer.

New Business

1. **Accept Police Officer Resignation** – Moved by Vice Chairman Kauffman, second by Member Prunoske to accept the resignation of Police Officer Fields. Motion approved unanimously.

2. **Advertisement Approval for Police Officer Position** – Moved by Vice Chairman Kauffman, second by Member Prunoske to approve advertising for the open Police Officer position. Motion approved unanimously.
3. **Fluid Conservation Technologies Quote Approval (Water Department)** – The quote is \$6,400 for Fluid Conservation Technologies to perform a distribution leak survey for the low-pressure zone of the Township's water system. Moved by Vice Chairman Kauffman, second by Member Prunoske to approve the quote from Fluid Conservation Technologies. Motion approved unanimously.
4. **LCATS Convention** – The LCATS Convention will be held on Monday, November 13, 2023. Manager Seesholtz said she needs to know who will be attending by October 31st. Chairman Ford said that he plans to attend.
5. **2023 Audit Quote Discussion** – Manager Seesholtz said that Brown, Shultz, Sheridan & Fritz have substantially raised their fees. She asked the Board members if the Township should go out for RFPs for auditing firms. Moved by Chairman Ford, second by Vice Chairman Kauffman to authorize the Township Manager to send out RFPs to auditing firms, including Brown, Shultz, Sheridan & Fritz, and have them back to the Board at the December 4, 2023 regular meeting for consideration. Motion approved unanimously.

Financials

1. **Payment of Bills** – Moved by Member Prunoske, second by Vice Chairman Kauffman to pay the bills as presented. Motion approved unanimously.
2. **Budget vs. Actual** – None.
3. **Treasurer's Report** – None.

Reports

1. **Zoning Officer's Report** – In addition to her written report the Zoning Officer reported that the MS4 Annual Report was submitted to PA DEP last week.
2. **Code Enforcement Officer's Report** – None.
3. **Police Chief's Report** – None.
4. **Roadmaster's Report** – In addition to his written report Roadmaster Stoltzfus reported that Rettew has not provided plans for East Main Street yet. Rettew will be getting a call. Roadmaster Stoltzfus said he was hoping to start the project next summer.
5. **Manager's Report**
 - a. Manager Seesholtz said the trash contract pre-bid meeting was held today. There were only three haulers in attendance. The bids are due by October 9th.

Public Comment

None

Supervisors' Comments

None

Action Items

- Send the 328 Akron, LLC zoning petition to the Lancaster County Planning Commission for review.
- Prepare RFPs for auditing firms.

Adjournment

Moved by Vice Chairman Kauffman, second by Member Prunoske to adjourn the September 25, 2023 regular meeting at 7:47 p.m. Motion approved unanimously.

Respectfully Submitted by:

Sara Service
Zoning Officer