

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

In Attendance:

Chairman:	John Ford	Member:	Keith Kauffman
Vice Chairman:	Butch Keppley	Township Manager:	Candie Johnson
Member:	Richard Stover	Police Chief:	Brian Brandt

Member David Thornton was absent.

Call to Order

Chairman Ford called the April 23, 2018 regular meeting to order at 7:00 p.m.

Approval of Minutes

Moved by Member Kauffman, second by Member Stover to approve the April 9, 2018 meeting minutes as presented. Motion approved unanimously.

Public Comment/Guests

None

New Business

1. **Fairmount Homes Plan** – Jerry Lile, President of Fairmount Homes and Joyce Gerhart from RGS Associates were present to discuss the Fairmount Homes plan. Ms. Gerhart presented an overview of the plan. The proposal includes an expansion of the Fairmount Homes west campus with the addition of 45 apartments and renovations to existing facilities. The Planning Commission recommended approval of the 3 request waivers and the plan.
 - Plan scale – Moved by Chairman Ford, second by Member Kauffman to approve a waiver of plan scale requirements. Motion approved unanimously.
 - Preliminary plan – Moved by Vice Chairman Keppley, second by Member Kauffman to approve a waiver of the preliminary plan requirements. Motion approved unanimously.
 - Curbing – Moved by Member Kauffman, second by Member Stover to approve a waiver of curbing requirements. Motion approved unanimously.

Park and recreation fees were discussed. Ms. Gerhart highlighted several existing recreation areas within the Fairmount Homes campus including a walking trail, library, gazebo and benches. The walking trail and library are the only areas used by both the residents of Fairmount Homes and the general public. Other areas are used solely by the residents of Fairmount Homes. A park and recreation fee could be paid in lieu of providing additional lands for recreational purposes. Vice Chairman Keppley pointed out that Fairmount Homes does not pay real estate taxes on some of their property. Jerry Lile stated that Fairmount does pay real estate taxes on their property. Ms. Gerhart will work with Ms. Johnson to resolve this matter and will then write up a formal proposal for the Board to review.

Moved by Chairman Ford, second by Vice Chairman Keppley to grant conditional plan approval contingent upon the satisfaction of all outstanding items on the April 12, 2018, Becker Engineering review letter, paying particular attention to #9 on the letter which pertains to the dedication of Park & Recreation land. Motion approved unanimously.

2. **East Main Street Project preliminary engineering** – Ms. Johnson said she is continuing to work with PennDot to get the costs of the East Main Street sidewalk project down. Moved by Vice Chairman Keppley, second by Member Stover to authorize Rettew to proceed with the preliminary engineering for

the East Main Street Sidewalk Project at a cost of \$156,205.83. Motion approved unanimously.

3. **Paving project bid** – Moved by Member Kauffman, second by Vice Chairman Keppley to award the paving bid to New Enterprise. Motion approved unanimously.
4. **Earl Shirk Project** – Moved by Chairman Ford, second by Member Stover to sign the agreements for the Earl Shirk Project and to accept financial security in the amount of \$22,986.62. Motion approved unanimously.
5. **John Leid financial security release** – Moved by Member Kauffman, second by Vice Chairman Keppley to release financial security in the amount of \$34,208 for the John Leid Project. Motion approved unanimously.
6. **Crossing guard** – Moved by Chairman Ford, second by Vice Chairman Keppley to hire Dale Putt as a substitute school crossing guard at \$14.91 per hour. Motion approved unanimously.

Manager's Report

Dog signage at the parks – Ms. Johnson received an email from a resident with concerns about dogs not being on a leash in the Township's parks. Ms. Johnson is asking for permission to install dog etiquette signs in the Township's parks. There was a consensus among the Board members to install the signs.

LASA – Ms. Johnson and Vice Chairman Keppley met with a representative from LASA on April 13th to discuss adding West Earl's sewer system to LASA's regionalized sewer system. Moved by Chairman Ford, second by Vice Chairman Keppley to draft a formal letter to LASA authorizing them to move forward and look into West Earl becoming part of LASA's regionalized sewer system. Motion approved unanimously.

Municibid – The Roadmaster has requested to post two items that are no longer being used on the Municibid website. Moved by Vice Chairman Keppley, second by Member Kauffman to authorize the Roadmaster to post a sprayer and a tire balancer on the Municibid website. Motion approved unanimously.

Roadmaster's Report - The Roadmaster provided the May Outlook report for the Board's review.

Past Dues – Ms. Johnson provided a list of past due street light taxes and past due trash bills for the Board's review and asked the Board to consider using a collection agency. Chairman Ford said there was an attorney at the PSATS convention that specializes in collection of past due bills for Municipalities. He said all costs for the collection of the debt would be collected from the customer along with the past due amounts. Ms. Johnson will invite the attorney to come to a Supervisors' meeting. Ms. Johnson also asked the Board to consider changing the way utility payments are applied. She explained that when partial payments are made, they are applied to trash accounts last which results in very high, past due balances on trash accounts. Ms. Johnson will look into this further and report back to the Board.

Emergency Management Agency Regionalization – William Howard, Emergency Management Coordinator for West Earl, Upper Leacock & Leacock Townships, has requested that West Earl regionalize their EMA service with Upper Leacock & Leacock Township. There was a consensus among the Board to approve Mr. Howard's request.

Police Chief's Report

Signs & speed limits – Chief Brandt has been creating a list of road signs and speed limits that need Ordinances so they can be enforced. The Chief will bring the list and ordinance to the Board once complete.

Creek Hill parking – Chief Brandt reported that the parking in this development has not gotten better. The placement of mailboxes was discussed.

Payment of Bills

Moved by Vice Chairman Keppley, second by Member Kauffman to pay the bills as presented. Motion approved unanimously.

Treasurer's Report

Moved by Vice Chairman Keppley, second by Chairman Ford to accept the March Treasurer's report. Motion approved unanimously.

Public Comment

Michael Talley, WWI Memorial – Mr. Talley said if the WWI Memorial stays then Brownstown Elementary owns it. Mr. Talley distributed copies of two school policies to the Board members. One regarding the transfer of ownership of school property and one regarding flags and memorials. Vice Chairman Keppley asked Mr. Talley if he was at the meeting representing the School Board or representing himself as a Township resident. Mr. Talley stated he was at the meeting on behalf of the Conestoga Valley School Board.

Ms. Johnson showed the Board some door hangars that will that the Road department will using. The first one will be used when vegetation is obstructing the sidewalk or road and the second will be used when line painting is being done.

Supervisors' Comments

Keith Kauffman – Member Kauffman said he drove down Locust Street and it is bumpy. Ms. Johnson said that that road is going to be fixed this year.

John Ford – Chairman Ford requested an executive session to discuss a personnel matter.

The Board entered executive session at 8:15 p.m. to discuss a personnel matter. The Board returned to their regular session at 8:53 p.m.

Adjournment

Moved by Vice Chairman Keppley, second by Member Kauffman to adjourn the April 23, 2018 regular meeting at 8:54 p.m. Motion approved unanimously.