

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

**In Attendance:**

Chairman:	John Ford	Member:	Dave Thornton
Vice Chairman:	Harold Keppley	Member:	Keith Kauffman
Member:	Richard Stover	Manager/Secretary:	Candie Johnson
		Police Chief:	Brian Brandt

Call to Order

John Ford called the January 7, 2019 organizational meeting to order at 7:00 p.m.

Mr. Ford turned control of the meeting over to Mr. Keppley. Mr. Keppley called for nominations for Chairman of the Board of Supervisors.

Election of Chairman

Motion made by Dave Thornton to nominate John Ford as Chairman of the Board of Supervisors. The motion, seconded by Keith Kauffman, was approved 4 – 1 to elect John Ford as the Chairman of the Board of Supervisors with John Ford voting no.

Mr. Keppley turned the meeting over to Chairman John Ford. Chairman Ford called for nominations for Vice Chairman of the Board of Supervisors.

Election of Vice Chairman

Motion made by Keith Kauffman to nominate Harold Keppley as the Vice Chairman of the Board of Supervisors. The Motion, seconded by Dave Thornton, was approved 4 - 1 to elect Harold Keppley as the Vice Chairman of the Board of Supervisors with Harold Keppley voting no.

Appointment of Township Officials

**Resolution No. 2019-1** – appointing Township officials. Moved by Member Stover, second by Member Kauffman to adopt Resolution No. 2019-1 appointing the following Township officials for 2019:

Candie L. Johnson	Secretary/Treasurer/Manager
Brian Brandt	Chief of Police/Code Enforcement Officer
Ashley Martin	Road Master
Sara Service	Zoning Officer/Stormwater Coordinator/BCO
Len Spencer, Spencer SEO Services LLC	Sewage Enforcement Officer
William Howard	Emergency Management Coordinator
Cody Hufford	Deputy Emergency Management Coordinator
Associated Building Inspections Inc. (Res.)	Building/Code Inspectors
Code Administrators, Inc.	Building/Code Inspectors
Commonwealth Code Inspection Service, Inc.	Building/Code Inspectors
Morgan, Hallgren, Crosswell & Kane	Township Solicitor
Becker Engineering	Township Engineer
Rettew Associates	Township Special Project Engineer
Brown, Shultz, Sheridan & Fritz	Township Auditor
PA Local Government Investment Trust (PLGIT)	Financial Depository
Principal Financial Group	Financial Depository
Univest Bank	Financial Depository
Ephrata National Bank	Financial Depository

Motion approved unanimously.

Approval of Minutes

Moved by Chairman Ford, second by Member Stover to approve the December 17, 2018 regular meeting minutes as presented. Motion approved unanimously.

New Business

- **Resolution 2019-2** – Setting the compensation for the Township Manager. Moved by Vice Chairman Keppley, second by Member Kauffman to adopt Resolution 2019-2. Motion approved unanimously.
- **Manager's Employment Agreement** – Consideration of Manager's employment agreement. Moved by Member Thornton, second by Member Stover to sign the Manager's employment agreement. Motion approved unanimously.
- **Police Chief's Employment Agreement** – Moved by Chairman Ford, second by Vice Chairman Keppley to table the matter of the Police Chief's Employment Agreement until later in the meeting. Motion approved unanimously.
- **Resolution 2019-3** – Moved by Member Thornton, second by Vice Chairman Keppley to adopt Resolution 2019-3 re-appointing Richard Gauthier to a term on the West Earl Planning Commission. Motion approved un animously.
- **Resolution 2019-4** – Moved by Vice Chairman, second by Member Thornton to adopt Resolution 2019-4 re-appointing Curtis Miller to a term on the West Earl Water Authority. Motion approved unanimously.
- **Resolution 2019-5** – Moved by Vice Chairman Keppley, second by Member Thornton to adopt Resolution 2019-5 re-appointing Jennifer Prunoske to a term on the West Earl Water Authority. Motion approved unanimously.
- **Resolution 2019-6** – Moved by Vice Chairman Keppley, second by Member Stover to adopt Resolution 2019-6 re-appointing Phil Machonis to a term on the West Earl Water Authority. Motion approved unanimously.
- **Resolution 2019-7** – 2019 Fee schedule. The Board discussed the proposed compost site fees for Township residents who own landscaping business. Also discussed was contracting with Martin's for grinding and hauling away compost materials. The Manager said she feels that a limit should be set on the number of trips for Township residents who owns businesses because that is where most of the materials are coming from and the compost site is overwhelmed. After discussing the matter Vice Chairman Keppley said he is in favor of \$1 per trip for up to 20 trips and then \$10 per trip after that. Moved by Vice Chairman Keppley, second by Chairman Ford to adopt Resolution 2019-7 with the modifications made to the compost site user fees as discussed. Motion approved unanimously.
- **Resolution 2019-8** – 2019 TCC Representatives. Moved by Member Thornton, second by Member Kauffman to adopt Resolution 2019-8. Motion approved unanimously.
- **Resolution 2019-10** – Moved by Member Thornton, second by Vice Chairman Keppley to adopt Resolution 2019-10 re-appointing Brian Kane to a term on the West Earl Sewer Authority. Motion approved unanimously.
- **Voting delegate for PSATS Conference** – Moved by Vice Chairman Keppley, second by Member Thornton to appoint Chairman John Ford as the voting delegate for the PSATS Annual Educational Conference on April 14 – 17, 2019. Motion approved unanimously.

Township Business

- **Transition to Community Plan** – Roger Fry, Fry Surveying gave an overview of the project. Proposed is the combining of 5 properties on School Lane Avenue into one property and constructing a 2 boarding homes, with 8 beds each, and 1 director's home. Mr. Fry said the parking at the site will be limited since the residents don't drive. Discussion followed about the Transition to Community program. Mr. fry said that they are requesting a preliminary plan waiver and conditional plan approval . Mr. Fry said there will also be a stormwater management agreement and a riparian buffer agreement to be signed. Moved by Member Thornton, second by Vice Chairman

Keppley to grant a waiver of the preliminary plan requirements for the Transition to Community project. Thornton-yes, Keppley-yes, Ford-yes, Stover-yes, Kauffman-no. Motion passed with a 4-1 vote. Moved by Member Thornton, second by Member Stover to grant conditional plan approval contingent upon all items in the Becker review letter dated December 18, 2018 being satisfied. Thornton-yes, Stover-yes, Ford-yes, Keppley-yes, Kauffman-no. Motion passed with a 4-1 vote.

- **Agreement with HRG, Inc.** – Agreement with HRG, Inc. for Engineering services for road improvements to Oregon Pike for utility poles. Moved by Member Keppley, second by Member Kauffman to sign the agreement with HRG, Inc. Motion approved unanimously.
- **Refuse/recycling collection exemption request** - Moved by Member Thornton, second by Member Kauffman to approve the request for exemption from using a refuse/recycling hauler for 350 Rose Hill Road. Motion approved unanimously.
- **74 E. Farmersville Road Stormwater Management Agreement** – Moved by Vice Chairman Keppley, second by Member Stover to sign the stormwater management agreement for 74 E. Farmersville Road.
- **Oregon Pike Motors zoning hearing application** – The Applicant is seeking a letter of support from the Board of Supervisors to accompany their application to the zoning hearing board. Moved by Chairman Ford, second by Vice Chairman Keppley to direct the Township Manager to draft a letter of support for the Oregon Pike Motors zoning hearing application. Motion approved unanimously.
- **Refuse/recycling collection exemption request** - Moved by Member Thornton, second by Vice Chairman Keppley to approve the request for exemption from using a refuse/recycling hauler for 11 Richardson Court. Motion passed with a 4-1 vote with Chairman Ford voting no. Moved by Chairman Ford, second by Member Kauffman to approve the request for exemption from using a refuse/recycling hauler for 11 Richardson Court for a period of 24 months. Motion passed with a 3-2 vote.

#### Payment of Bills

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

#### Manager's Report

None

#### Police Chief's Report

None

#### Public Comment

**Leann Ocasio, 350 Rose Hill Road** – Ms. Ocasio thanked the Board for doing something about the safety concerns at Oregon Pike Motors. Ms. Ocasio asked what can be done about feral cats. She said stray cats are a big problem in her development and she's been capturing some and taking them to the Pet Pantry to be spayed/neutered. Vice Chairman Keppley said he agrees that stray cats are a problem but is not sure what to do about it. The Township Manager will do some research.

**Barry Smith, 136 Zook's Mill Road** – Mr. Smith said his neighbor at Zook's Mill & Brian Drive has a lot of junk in his yard and would like something to be done about it.

**Benita Gauthier, 110 Dane Drive** – Mrs. Gauthier asked about the junk cars at 152 Zook's Mill Road and 144 Zook's Mill Road. She said she would also like to see something done about this.

#### Supervisors' Comments

None

Ms. Johnson requested an executive session to discuss a personell matter.

The Board took a brief recess at 8:12 p.m. and entered executive session to discuss a personnel matter at 8:16 p.m.

The Board reconvened at 9:10 p.m.

Moved by Chairman Ford, second by Vice Chairman Keppley to extend the Police Chief's employment agreement with no change for a period of 90 days. Motion adopted unanimously.

Adjournment

Moved by Member Thornton, second by Vice Chairman Keppley to adjourn the January 7, 2019 Organizational Meeting at 9:28 p.m. Motion approved unanimously.