

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, Jr.	Member:	Richard Stover
Member:	Keith Kauffman	Manager:	Candie Johnson

Call to Order

Chairman Ford called the August 26, 2019 meeting to order at 7:00 p.m.

Approval of Minutes

Chairman Ford noted one spelling mistake on the August 12, 2019 meeting minutes. Moved by Chairman Ford, second by Member Thornton to approve the August 12, 2019 regular meeting minutes as corrected. Motion approved unanimously.

Public Comment/Guests

Nate Stoltzfus, West Earl Fire Department Chief – A number of representatives from local EMS & Fire Companies present a letter to the Board. Nate Stoltzfus read the letter to the Board members. Concerns raised by the Fire Departments and local EMS include the recent lack of Police coverage and the long response times from the State Police. Chairman Ford assured the Fire Chief that the Board's priority is to beef-up the Police department to full strength again and apologized on behalf of the Board for the lack of communication during this time. Chairman Ford said they are working on hiring a new Police Chief and new Police Officers.

Ben Craddock, Lancaster Civil Engineering – Ms. Johnson introduced Ben Craddock, the Township's new Engineer, to the Board members.

Old Business/Action Items from Previous Meeting

1. **East Main Sidewalk Grant** – Ms. Johnson said that reducing the scope of the project will not affect the grant that the Township received for the improvements along East Main Street.
2. **Zoning Ordinance** – Ms. Johnson provided hard copies to all Board members.
3. **Prevailing wage for West Gate Project** – Ms. Johnson reported that the cost estimate provided at the last meeting did have prevailing wage included in the quote.
4. **Agreement for Mast/Horst** – Will be addressed during the New Business portion of the meeting.
5. **Comcast update** – A meeting was held on August 21st with Comcast representatives and residents of the Township. Member Kauffman attended the meeting. Member Kauffman said the main problem was the lack of communication. He said there were some residents upset with the Township and there were others upset with Comcast. Comcast said they would be willing to move the pedestals, within reason, at no cost. Member Kauffman said the project manager for Comcast has been very responsive. Chairman Ford asked if the Township could tell Comcast they can't install the cable lines until the franchise fees that are owed to West Earl (and mistakenly paid to Upper Leacock) are paid.
6. **Zook's Mill Road high weeds** – The weeds have been sprayed and eliminated.
7. **Leininger Property** – Ms. Johnson spoke to Mr. Leininger about his accessory building. Ms. Johnson said it is not a 2-story structure but is 1-story with a loft that's used for storage. Chairman Ford asked if

the permit, which was issued in 2009, was issued by mistake. Ms. Johnson and the zoning officer stated that it was. Vice Chairman Keppley noted that the square footage listed on the front page of the permit application did not match the square footage of the structure on the drawing that was submitted along with the application. Vice Chairman Keppley asked if the square footage includes living space or just the building footprint. Ms. Johnson said it should only contain the roof space.

New Business

1. **Agreement between Gerry Horst & Doug Mast** – Moved by Vice Chairman Keppley, second by Member Thornton to sign the Horst/Mast agreement. Motion approved unanimously.
2. **Modification request for the Creek Hill Plan** – Moved by Vice Chairman Keppley, second by Member Kauffman, to approve the modification request and grant a waiver to substitute 12 monuments for the multitude that were required on the required plan. Motion approved unanimously. Mr. Horst stated that the modifications would be shown on the as-built plan. Mr. Horst brought up the street signs that were discussed at the previous meeting. Vice Chairman Keppley said that he spoke with Becker Engineering and the note relating to the street signs will come off the plan and it will be up to the HOA to initiate any changes or movement of the street signs. Mr. Horst said he is currently working on a swale erosion issue behind the first house on Marlene Way and another drain issue on Joy Circle.
3. **Memorandum of Understanding** – For audit services from Brown, Schultz, Sheridan & Fritz. Moved by Chairman Ford, second by Member Thornton to sign the Memorandum of Understanding with Brown, Shultz, Sheridan & Fritz. Motion approved unanimously.
4. **Resolution 2019-15** – Minimum Municipal Obligation for the Non-Uniformed Pension Plan. Moved by Member Stover, second by Vice Chairman Keppley to adopt Resolution 2019-15. Motion approved unanimously.
5. **Resolution 2019-16** – Minimum Municipal Obligation for the Uniformed Pension Plan. Moved by Vice Chairman Keppley, second by Member Kauffman to adopt Resolution 2019-16. Motion approved unanimously.

Manager's Report

- **Zoning Officer's report** – July report provided for the Board's review.
- **Employee Assistance Program** – Manager Johnson is working on a 2nd proposal.
- **Boy Scout Pack 82** – Requested the use of the Lions' Park for a speaking even on September 30, 2019 at 10 am. Moved by Member Thornton, second by Member Stover to allow the use of the Lions' Park on September 30, 2019 for Boy Scout Pack 82 for a speaking event. Motion approved unanimously.
- **Trash/Recycling** bids were mailed out today.

Payment of Bills

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

Supervisors' Comments

None

Public Comment

Barry Smith, 136 Zook's Mill Road – Mr. Smith asked if it was the homeowner's responsibility to remove skunks from their property. The Board stated that it would be the homeowner's responsibility.

Chairman Ford requested an executive session to discuss personnel hiring and performance discussions.

The Board took a short recess at 7:53 p.m. and entered executive session at 7:55 p.m. The Board returned to their regular session at 8:45 p.m.

Moved by Chairman Ford, second by Member Kauffman to hire Josh Mertz as a full-time Police officer subject to M.P.O.E.T.C. certification. Motion approved unanimously.

Moved by Member Kauffman, second by Vice Chairman Keppley, to authorize Supervisor Thornton, during times when the Manager is on leave, to undertake the supervisory and managerial functions of the Township Manager, and to grant Supervisor Thornton such authority as is granted to the Township Manager under the Township ordinances and Township policies, until such times as the Township Manager resumes her duties. Kauffman-yes, Keppley-yes, Ford-yes, Thornton-yes, Stover-no. Motion passed with a 4 to 1 vote.

Adjournment

Moved by Member Kauffman, second by Member Stover to adjourn the August 26, 2019 regular meeting at 8:55 p.m. Motion approved unanimously.