

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

In Attendance:

Chairman:	John Ford	Road Department:	Sylvan Fisher
Vice Chairman:	Harold Keppley, Jr.	Interim Township Manager:	Penny Pollick
Member:	Keith Kauffman	Financial Assistant:	Amy Carter
Member:	Dave Thornton	Code Enforcement Officer:	Brian Brandt
Acting Police Chief:	Scott Ruth	Zoning Officer:	Sara Service

Member Richard Stover was absent.

Call to Order

Chairman Ford called the November 18, 2019 regular meeting to order at 7:00 p.m.

Chairman Ford welcomed Jenna Seesholtz, the new Township Manager and Neil Stoltzfus, the new Roadmaster.

Approval of Minutes

Moved by Member Thornton, second by Member Kauffman to approve the October 28, 2019 meeting minutes as presented. Motion approved unanimously.

Public Comment/Guests

Raymond Yecker, 19 Cedar Avenue – Mr. Yecker was at the meeting to discuss several concerns.

- Brake retarders/jake brakes – Mr. Yecker said this is still a problem along route 222 in the area of his property. He said he's noticed some are repeat offenders and can't understand why they would need to use the brake retarders when they are going uphill. Mr. Yecker said that he hears them daily and said he also hears them along route 272. The Board briefly discussed a former West Earl Police Officer that took a training course on how to inspect the trucks. Unfortunately, that officer is no longer with the Township. Acting Police Chief Ruth said there was a study done that could be reviewed to determine the legality of stopping and inspecting these trucks.
- Speeding along Cedar Avenue – Mr. Yecker said there's an ongoing speeding issue on Cedar Avenue. The speeding vehicles include school buses, dump trucks, a black BMW, silver Honda and a blue Toyota. He asked if some speed enforcement could be done.
- Trucks parking on North 222 on-ramp. Mr. Yecker said that he's noticed that trucks are parking along the northbound on-ramp of route 222. Acting Chief Ruth asked Mr. Yecker to contact the Police Department if he witnesses this.

Old Business

None

New Business

- **HRG Engineering** – SR 272 Roadway Improvement Project Change Order No: 1 – Additional work on the temporary access road on Burkholder Drive. The access road will be a temporary construction entrance. All costs are being paid by Rahal. The temporary access road will also give access to the Marlee Property as well. Moved by Member Thornton, second by Vice Chairman Keppley to authorize Change Order No 1 for temporary access drive on Burkholder Drive. Motion approved unanimously.
- **HRG Engineering** – SR 272 Roadway Improvement Project – Work Change Directive No: 1. Additional work on temporary access road on Burkholder Drive. Moved by Vice Chairman Keppley, second by Member Kauffman to authorize Work Change Directive No. 1. Motion approved unanimously.

Code Enforcement Officer's Report

- **Handicapped parking** – Amend the Code Enforcement Policy and Procedural Manual to include handicapped parking regulations. Discussion followed about the cost to install the handicapped Sign. Chairman Ford requested this matter be tabled until Jenna reviews it. Ms. Pollick will prepare a new fee Resolution.
- **Changes to Ordinances** – Code Enforcement Officer Brandt reported that Josele is advertising the changes and the new Ordinances will be ready for adoption at the next Supervisors' meeting.

Zoning Officer's Report

Nothing to report. However, Ms. Service stated that she enrolled in the Planning/Zoning certificate with the PMGA.

Manager's Report

- **H2O PA Program Grant** – Engineer Craddock explained that this grant could be used to replace the stormwater infrastructure in the West Gate Estates Development. The Grant is a 50% match. The cost to have Mr. Craddock apply and prepare for the grant would be +/- \$3,000. The deadline for submission is December 13th. Chairman Ford is in favor of applying for the grant. Moved by Chairman Ford, second by Member Kauffman to authorize Ben Craddock to prepare and submit an application for the H2O PA Program Grant.
- **Costco Membership Renewal** – Ms. Pollick asked if the Board wanted to renew the Township's membership to Costco. The Board spoke to all the Township employees that were present to find out how much the membership was used. Ms. Carter said that the membership was used maybe 3 times per year. There was a consensus among the Board to cancel the Costco Membership.
- **2020 Budget** – Chairman Ford noted that this year's budget does not include a tax increase and a lot of work went into the budget to make it come out even. Moved by Chairman Ford, second by Vice Chairman Keppley to approve the 2020 budget for advertisement and public review.

Vice Chairman Keppley asked Ms. Pollick if she'd heard back from the Attorney yet about the stormwater easements in the Anglesea Development. Ms. Pollick reported that she did not hear back from the Attorney yet but will send out another email.

Police Chief's Report

- **New Chief** – Acting Chief Scott Ruth reported that they are still transitioning with the new Chief, Eric Higgins and it is going well.
- **Officer Berns** – Acting Chief Ruth said that Officer Berns is doing well unsupervised.
- **Officer Mertz** – Officer Mertz is also doing well and will soon be ready to work unsupervised.
- **Officer Vital** – Will be starting On December 2nd – contingent upon passing all background checks and tests.
- **PD Car** – Acting Chief Ruth reported there was minor damage done to one of the Police Department's vehicles. The cost for repairs was \$60. The vehicle is now back and in full service.

Payment of Bills

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

Treasurer's Report

Ms. Carter reported that she provided two separate reports. One that is done by department and the other is a summary. Chairman Ford asked Ms. Carter if the names of the funds could be included on the reports and asked if the funds could be grouped together onto a spreadsheet. Ms. Carter said she will see what she can do.

Supervisors' Comments

Harold Keppley – Vice Chairman Keppley asked Brian Brandt if the streetlights at the 272 & 222 intersection will be repaired. Mr. Brandt said the lights are getting repaired tomorrow and will cost approximately \$500 - \$1,000.

Vice Chairman Keppley requested an executive session at the end of the meeting to discuss a personnel matter.

John Ford – Chairman Ford announced that Dick Gauthier will be resigning from the Planning Commission on November 20th and will be moving out of the area. Chairman Ford thanked Mr. Gauthier for all his years of service and for attending the Supervisors' meetings.

Public Comment

Sylvan Fisher – Mr. Fisher said the Township received a grant for a new truck and asked if anyone has found information about the grant money. Ms. Carter said that Missy Wallace was working on that grant. Mr. Fisher said he believes there was some money left over but the Township decided not to purchase a new grinder for the compost site. Chairman Ford asked Neil Stoltzfus to see what he can find out about the grant.

Matthew Hummer, 293 Robin Dale Drive – Mr. Hummer thanked the Board for letting him speak at the last meeting. He said he appreciated that and enjoyed it.

The Board took a brief recess at 8:00 p.m. and entered executive session at 8:06 p.m.

The Board reconvened the regular meeting at 8:26 p.m. wherein it was noted that a personnel matter was discussed, and disciplinary action will be taken.

Adjournment

Moved by Member Thornton, second by Member Kauffman to adjourn the November 18, 2019 regular meeting at 8:27 p.m. Motion approved unanimously.

Respectfully Submitted by:



Sara Service
Zoning Officer/Assistant Secretary