

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

In Attendance:

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|----------------|----------------|--------------------|-----------------|
| Chairman: | John Ford | Manager/Secretary: | Jenna Seesholtz |
| Vice Chairman: | David Thornton | Roadmaster: | Neil Stoltzfus |
| Member: | Harold Keppley | Police Chief: | Eric Higgins |
| Member: | Dale Wissler | Zoning Officer: | Sara Service |
| Member: | Keith Kauffman | | |

Guests present: None

Call to Order

Chairman Ford called the October 26, 2020 regular meeting to order at 7:00 p.m.

Approval of Minutes

October 12, 2020 regular meeting – Chairman Ford noted a change on page 1. Under the East Main Street Project heading the West Earl Water Authority adopted a motion. Vice Chairman Thornton noted a clarification that should be made on page 3 under Member Wissler’s comment. Manager Seesholtz will confirm how the County Assessment Office handles new assessments. Moved by Member Keppley, second by Vice Chairman Thornton to approve the October 12, 2020 regular meeting minutes as corrected. Motion approved unanimously.

October 13, 2020 budget meeting – Moved by Vice Chairman Thornton, second by Member Kauffman to approve the October 13, 2020 budget meeting minutes as presented. Motion approved unanimously.

October 15, 2020 budget meeting – Moved by Member Wissler, second by Vice Chairman Thornton to approve the October 15, 2020 budget meeting minutes as presented. Motion approved unanimously.

Public Comment

None

Special Business

1. **Resolution 2020-31 LASA settlement agreement** – The agreement was prepared by the Township’s Solicitor. Moved by Member Keppley, second by Vice Chairman Thornton to adopt Resolution 2020-31. Motion approved unanimously.
2. **Ordinance 255** – Amend Chapter 170 Vehicles and Traffic to revise parking prohibitions in the Creek Hill development. Manager Seesholtz noted that the Creek Hill HOA is covering the cost to make these changes. Moved by Member Wissler, second by Member Kauffman to adopt Ordinance 255. Motion approved unanimously.
3. **Ordinance 256** – Connection to and use of Lancaster Area Sewer Authority. Moved by Vice Chairman Thornton, second by Member Keppley to adopt Ordinance 256. Motion approved unanimously.

Subdivision/Land Development Review

1. **Creek Hill** – Letter of Credit release and acceptance of maintenance bond. Moved by Member Keppley, second by Member Wissler to release the Irrevocable Letter of Credit #D006719 for the Creek Hill Development and to accept the 18-month Maintenance Bond in the amount of \$111,354.83. Motion approved unanimously.

Old Business

1. **East Main Street Project update** – No updates since the last meeting. Waiting to hear back from PennDot.

2. **Nolt Well update** – Members Thornton & Keppley will be meeting with the West Earl Water Authority.
3. **Akron Borough police agreement update** – Chief Higgins said he has not heard anything from Akron Borough since the last meeting. He will contact the Council President on Tuesday. Manager Seesholtz said the Township’s solicitor has recommended adding some language to the agreement with Akron Borough to include the requirement that Akron Borough pay for their underfunded police pension. Moved by Chairman Ford, second by Member Keppley to add the language recommended by the Township’s Solicitor to the Akron Borough Police Agreement that will require Akron Borough to pay \$387,939 plus 7.5% interest for their underfunded Police Pension Plan. Motion approved unanimously.

New Business

1. **LCATS election of officers’ form** – Moved by Vice Chairman Thornton, second by Member Keppley to approve the LCATS election of officers’ form. Motion approved unanimously.
2. **LASA open house** – LASA would like to have an open house on November 9, 2020 at 6pm at the West Earl Township office. The open house would be for Township residents to stop in and ask questions about LASA purchasing the West Earl Sewer Authority’s sanitary sewer system. After a brief discussion about the logistics of the open house Manager Seesholtz said she will send out a notification letter to all sewer customers and set up an RSVP system for the open house.
3. **Burkholder/272 Payment Approval** – Moved by Member Keppley, second by Vice Chairman Thornton to authorize the Burkholder/272 payment in the amount of \$119,316.46 to Pierson Construction. Motion approved unanimously.
4. **Burkholder Drive salt application and snow removal agreement** - Roadmaster Stoltzfus presented an overview of the agreement. The owners/developers of the properties along the new section of Burkholder Drive would reimburse the Township for salt application and snow removal. He said the agreement includes a \$35/hour fee for time spent if plowing is needed. After a brief discussion Chairman Ford asked Mr. Stoltzfus to figure out what the cost would be for materials and equipment and to use 10 snowstorms as a base. No action was taken on this agreement.

Financials

1. **Payment of bills** – Moved by Vice Chairman Thornton, second by Member Wissler to pay the bills as presented. Motion approved unanimously.
2. **Treasurer’s Report** – Moved by Member Kauffman, second by Vice Chairman Thornton to accept the September Treasurer’s Report. Motion approved unanimously.
3. **Budget vs. Actual** – Presented for the Board’s review.

Reports

1. **Zoning Officer’s Report** – Nothing to report.
2. **Manager’s Report**
 - Election day – The Township will be given \$400 for the use of the large meeting room on election day. Manager Seesholtz said that money will be used to deep clean the meeting room and vestibule.
 - WEWA will be using the small meeting room for their meeting.

3. Police Chief's Report

- Beards for Brothers – Chief Higgins said the Beards for Brothers fundraiser money will go to Wendell Metzler this year.
- Data Master training – The Chief will have training all week.
- Pink Patch Month – Some of the proceeds will go to cancer research.

4. **Roadmaster's Report** – Mr. Stoltzfus reported that the new leaf collection truck has a transmission issue. The truck is fully covered and the transmission will be replaced at no charge.

Supervisors' Comments

Keith Kauffman – Member Kauffman, the Roadmaster and Code Enforcement Officer visit some residents that are having issues with Comcast.

Harold Keppley – Member Keppley asked about setting-up the quarterly Fire Company meetings for 2021. Member Kauffman will attend each meeting. Vice Chairman Thornton will attend the meeting on January 27, 2021, Chairman Ford will attend the April 28, 2021 meeting, Member Wissler will attend the July 28, 2021 meeting and Member Keppley will attend the October 27, 2021 meeting. Member Keppley noted that both Fire Companies agreed to provide financial statements and updates at the quarterly meetings and the Board would like to see these items. Manager Seesholtz will talk to the Fire Companies.

Manager Seesholtz asked the Board when they would like to hold the next budget meeting. After a brief the discussion it was decided that the next budget meeting will be held during the November 16, 2020 regular meeting.

Action Items

Manager Seesholtz read through the action items from the meeting.

1. Contact the Lancaster County Assessment Office to find out how assessments are completed.
2. LASA proceeds savings options.
3. LASA open house notices and RSVPs.

Adjournment

Moved by Vice Chairman Thornton, second by Member Kauffman to adjourn the October 26, 2020 regular meeting at 8:14 p.m. Motion approved unanimously.

Respectfully Submitted by:

Sara Service
Zoning Officer