

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

In Attendance:

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

Guests present: Brian Spohn, 138 E. Main Street, Brownstown.

Member Harold Keppley was absent.

Call to Order

Chairman Ford called the November 9, 2020 regular meeting to order at 7:00 p.m.

Approval of Minutes

**October 26, 2020 regular meeting** – Moved by Vice Chairman Thornton, second by Member Wissler to approve the October 26, 2020 regular meeting minutes as presented. Motion approved unanimously.

Public Comment

**Brian Spohn, 138 E. Main Street** – Mr. Spohn said the traffic on Conestoga Avenue has increased since the Transition to Community facility has been built on School Lane Avenue. He asked if a stop sign should be installed. Roadmaster Stoltzfus said he believes it is a private drive but will check into it and report back to Mr. Spohn and the Board.

Special Business

None

Subdivision/Land Development Review

1. **Eli Beiler financial security reduction** – Moved by Member Kauffman, second by Vice Chairman Thornton to reduce Eli Beiler's financial security to \$5,216.97. Motion approved unanimously.

Old Business

1. **East Main Street sidewalk project update** – Manager Seesholtz received an email from Jim Caldwell, Rettew Associates. The Highway Occupancy Permit application for route 772 to Church Street has been submitted to PennDot. Mr. Caldwell also provided a check list of items to work through for the project.
2. **Nolt Well update** – Vice Chairman Thornton said he attended a meeting about the well and updated the Board. He said there are two issues. First, the caustic soda is not needed so the Water Authority has decided to get rid of it. Second, the total dissolved solids level is close to being high so they will request that DEP reduce the monitoring requirements. Vice Chairman Thornton said DEP has said to continue monitoring the total dissolved solids levels for now. He said the bottom line is the well does not need to be closed as was originally thought.
3. **Akron Borough Police Agreement update** – Chief Higgins said there is not update since the last meeting. He said Akron Borough has set up an internal committee to discuss the agreement and will contact West Earl when they are ready to discuss it. Discussion followed about the Township's 2021 budget and how to handle it if there is no word from Akron Borough by the time the budget is passed. The numbers for the Akron Borough Police agreement will be kept in the budget.

New Business

1. **Burkholder Drive salt application & snow removal agreement** – Roadmaster Stoltzfus provided a breakdown of the costs for salt application and snow removal on Burkholder Drive. The costs would be divided among the three developers on Burkholder Drive. Moved by Member Kauffman, second by Vice Chairman Thornton to ask the Solicitor to draw up winter maintenance agreements for Burkholder Drive. Motion approved unanimously.
2. **Earl Township Compost Agreement** – Moved by Vice Chairman Thornton, second by Member Kauffman to sign the Compost site agreement with Earl Township. Motion approved unanimously.
3. **Capital Reserve Transfer** – Manager Seesholtz has requested that the Board approve a \$5,000 transfer from the General Fund carryover balance to the Capital Reserve Fund to cover the overage relating to payment of a bill for the East Main Street sidewalk project. Moved by Member Wissler, second by Member Kauffman to approve the \$5,000 transfer from the General Fund carryover balance to the Capital Reserve Fund. Motion approved unanimously.
4. **CARES Funding** – Manager Seesholtz said the Township only spent about \$500 on supplies relating to Covid-19 and she feels it would not be worth applying for any CARES funding for that small amount of money. She said if CARES funds are received then the Township will have to pay \$5,000-\$6,000 for an audit. After a brief discussion there was a consensus among the Board members not to apply for any CARES funding.

Financials

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

Reports

1. **Zoning Officer's Report** – The Zoning Officer had nothing to report in addition to the written report provided to the Board.
2. **Manager's Report**
  - **LASA open house** – Manager Seesholtz reported that the LASA open house, held at 6pm, went well. She said the most asked question was why the sewer rate was not going down.
  - **Burkholder/272** – Roadmaster Stoltzfus said he is working with PennDot to get an extension for paving. He said they could either do cold weather paving or pave an extra 2" of base and then remove the extra base in the summer.
  - **Eagle Disposal** – Toters and recycle bins were distributed by Eagle Disposal on Saturday to all the Township's trash customers. Manager Seesholtz said she was under the impression that Eagle was sending letters to all the customers to notify them, but they just taped a flyer on the underside of the toter lid. She said there was some miscommunication with the residents and the Township received many phone calls about it.
3. **Police Chief's Report**

In addition to his written report Chief Higgins reported that he is working with two residents on Rose Hill Road and trying to set up a mediation with them.

4. **Roadmaster's Report**

In addition to his written report Roadmaster Stoltzfus reported that there is a business office closing and the Township could get some office furniture at a reduced rate. He said the Township has also been offered some items for free.

Supervisors' Comments

**Dave Thornton** – Vice Chairman Thornton requested an executive at the end of the meeting to discuss a personnel performance issue.

Action Items

1. Contact other Engineering firms to ask what the standard practice is for auditing engineers.
2. The Roadmaster will check on installing a stop sign on Conestoga Lane.

The Board entered executive session at 8:15 p.m. and reconvened at 8:30 p.m.

The Board discussed the need to maintain the sewer authority board. There was no action taken on this matter.

Adjournment

Moved by Vice Chairman Thornton, second by Member Kauffman to adjourn the November 9, 2020 regular meeting at 8:37 p.m. Motion approved unanimously.

Respectfully Submitted by:

Sara Service  
Zoning Officer