



# WEST EARL TOWNSHIP WATER AUTHORITY

---

Phil Machonis, Chairman · Jeff Zimmerman, Vice Chairman  
Shawn Erb, Treasurer · Curtis Miller, Member · Bob Youndt, Member

## Minutes of May 3, 2021

The West Earl Township Water Authority held their scheduled monthly meeting on Monday, May 3, 2021 at the West Earl Township Municipal Building.

Phil Machonis, Chairman  
Jeff Zimmerman, Vice Chair

Shawn Erb, Treasurer  
Curt Miller, Member

**Township Officials in attendance:** Township Manager - Jenna Seesholtz (Via Zoom), John Enck - Water Department, and Michael Schober of ARRO.

**PUBLIC ATTENDANCE:** Karen Stauffer, Harold Stauffer

### CALL TO ORDER

Chairman Machonis called the May 3, 2021 of the West Earl Water Authority to order at 7:00 pm.

### REGULAR BUSINESS

**Minutes of April 5, 2021:** A motion by Miller second by Zimmerman to approve the minutes of April 5, 2021 with amendments. Motion carried.

### PUBLIC COMMENT

**Karen Stauffer:** Mrs. Stauffer attended the meeting to discuss Blessings of Hope. She noted that she did meet with David Lapp regarding the proposed development.

**Harold Stauffer:** Mr. Stauffer would like to see this property located at 1850 Diamond Station Road remain as is in the Ag Zone.

### NEW BUSINESS

**Blessings of Hope:** No action taken on this item.

**RFP – Water Engineer:** A motion by Zimmerman second by Erb to accept the RFP for Engineering services with amendments and will invite CDM, Entech and Arro to give RFP packet for the Authority to consideration. Motion carried. The Board thanked Schober for putting the RFP packet together.

### OLD BUSINESS

**East Main Street Update:** There was no action taken on this item.

**AUTHORITY FINANCIAL BUSINESS**

**Payment of Bills and Treasurer’s Report**

Shawn Erb, Treasurer for the Water Authority reviewed the Treasurer’s report that included March 2021’s accounting. He noted that the accounts all reconciled correctly. Erb also reported on this month’s bills:

- ARRO Consulting, Inc. (\$718.75) Consulting Service , RFP
- Verizon (\$124.14) Regular Account

**ESCROW**

- ARRO (\$175.00) Denmar

**Payment of Bills:** A motion by Zimmerman second by Miller to approve payment of invoices as presented on check register dated April 5, 2021 as submitted. Motion carried.

**MEMBER BUSINESS:**

**Fire Service Fee:** Members of the Authority requested that Manager Seesholtz place the worksheet she put together regarding the Fire Service Fees on the Authority’s One Drive for future access.

**ADJOURNMENT**

There being no other business in front of the Water Authority, a motion by Erb, second by Zimmerman to adjourn the meeting at 7:55 pm. Motion carried.

Respectfully submitted by,

Jenna Seesholtz  
Township Manager