

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

In Attendance:

Chairman:	David Thornton	Member:	Keith Kauffman
Vice Chairman:	John Ford	Manager/Secretary:	Jenna Seesholtz
Member:	Dale Wissler	Roadmaster:	Neil Stoltzfus
Member:	Harold Keppley, Jr.	Zoning Officer:	Sara Service

Guests present: Jay Stauffer – 1870 Diamond Station Road

Call to Order

Chairman Thornton called the June 14, 2021 regular meeting to order at 7:00 p.m.

Approval of Minutes

May 24, 2021 regular meeting minutes – Chairman Thornton noted two changes. MaryEllyne Thornton was not one of the guests in attendance at the May 24th meeting and under the Blessings of Hope heading the word from should be changed to front. Moved by Vice Chairman Ford, second by Member Keppley to approve the May 24, 2021 regular meeting minutes as corrected. Motion approved unanimously.

Public Comment

Jay Stauffer, 1870 Diamond Station Road – Mr. Stauffer asked if the meetings will still be available via Zoom. Manager Seesholtz said the meetings are now being held in-person.

Special Business

1. **MS4 Program Annual Update** – Sara Service, Stormwater Coordinator, presented an update on the Township’s MS4 Program for the 2020/2021 permit cycle. Ms. Service briefly reviewed MCMs 1-6 highlighting several items. The goals for the 2021/2022 were outline. Presentation attached to the meeting minutes.
2. **Temporary Parking and Traffic Regulations Ordinance Revision** – Moved by Member Kauffman, second by Member Wissler to approve the advertisement of the temporary parking and traffic regulations ordinance revision. Motion approved unanimously.
3. **Ordinance 259** – Amending Chapter 170 adding engine brake retarder regulations. The Board discussed illegal mufflers and the possibility of changing some language in the ordinance. Moved by Chairman Thornton, second by Vice Chairman Ford to table Ordinance 259 pending the Township’s attorney’s review. Motion approved unanimously.

Subdivision/Land Development

1. **MM Weaver Plan time extension** – Moved by Member Keppley, second by Member Wissler to approve the time extension for the MM Weaver Plan until September 14, 2021. Motion approved unanimously.
2. **Fairmount Homes Financial Security Reduction** – Moved by Vice Chairman Ford, second by Member Kauffman to reduce the Fairmount Homes financial security to \$5,175.00. Motion approved unanimously.
3. **Monger Financial Security Reduction** – Moved by Vice Chairman Ford, second by Member Wissler to release 100% of the financial security that the Township is holding for Monger Lots #1 & #2. Motion approved unanimously.
4. **Marlee Financial Security Reduction** – Moved by Member Wissler, second by Member Kauffman to reduce the financial security by \$207,341.97 for the Marlee Properties project. Motion approved unanimously.
5. **Noah Shirk Financial Security Reduction** – Moved by Member Kauffman, second by Chairman Thornton to release \$500 of the Noah Shirk project financial security. Motion approved unanimously.

Old Business

1. **CM High 2021-2022 Traffic Preventative Maintenance Agreement** – Moved by Vice Chairman Ford, second by Member Keppley to approve the CM High 2021-2022 Traffic Preventative Maintenance Agreement. Motion approved unanimously.
2. **ARPA Funds Update** – There has been no word on the Township’s application, however, the Township is set to received two payments. One at the end of June 2021 and one at the end of June 2022.

New Business

1. **Employee Retirement Acceptance** – Moved by Member Kauffman, second by Member Keppley to accept the retirement of Greg Stone from the Police Department. Motion approved unanimously. Chief Higgins reported that Officer Joseph Wehrer resigned but he will be asking him to stay on a little longer.

2. **North Hershey Avenue correspondence from residents** – The Township received correspondence from the residents of North Hershey Avenue about traffic safety along that road. Chairman Thornton asked if the Police could patrol in the area more frequently. Also discussed was the moving of Nolt's produce from that area to Farmersville which will help with traffic.
3. **Ephrata Borough Letter of Support** – Moved by Member Wissler, second by Chairman Thornton to approve the Ephrata Borough Letter of Support. Motion approved unanimously.
4. **ARPA funds account** – Moved by Member Kauffman, second by Vice Chairman Ford to open an account at Uninvest for the ARPA funds. Motion approved unanimously.
5. **Small Project Stormwater Management Agreements (3)** – Moved by Vice Chairman Ford, second by Member Wissler to approve the small project stormwater management agreements for Darwin Hoover, Sterling Motors and Phares Hurst. Motion approved unanimously.
6. **Emergency Management Request** – Bill Howard, Emergency Management Coordinator, has requested an iPad for use in his EMA duties. Moved by Vice Chairman Ford, second by Member Keppley to give Bill Howard one of the Board's used iPads. Motion approved unanimously.
7. **Burkholder Drive Payment Request #13** – Moved by Vice Chairman Ford, second by Member Keppley to approve the Burkholder Drive Payment Request #13 in the amount of \$73,007.83. Motion approved unanimously.
8. **SR 272 & Ramp Improvements Payment Request #11** – Moved by Member Wissler, second by Member Kauffman to approve the SR 272 & Ramp Improvement Payment Request #11 in the amount of \$411,212.38. Motion approved unanimously.
9. **Blessings of Hope Reimbursement Agreement** – Moved by Member Keppley, second by Vice Chairman Ford to approve the Blessings of Hope Reimbursement Agreement. Motion approved unanimously.
10. **East Main Street Project Bid** – Moved by Member Keppley, second by Member Wissler to go out to bid for the Township's portion of the East main Street Project. Motion approved unanimously.
11. **Pension Plans Cost Study** – Moved by Vice Chairman Ford, second by Member Keppley to approve the Pension Plans Cost Study in the amount of \$1,200. Motion approved unanimously.
12. **Police Facility Discussion** – Chairman Thornton said he met with Manager Seesholtz and Chief Higgins to discuss what is needed for the Police facility. He said the next step should be a concept plan. Manager Seesholtz said it would cost \$14,700 to have Pierce & Hoffman to do an analysis of what is needed for the facility and to draft a concept plan for the Township. Moved by Vice Chairman Ford, second by Member Keppley to authorize Pierce & Hoffman do an analysis of what is needed for the Police facility and to draft a concept plan at a cost of \$14,700. Motion approved unanimously.

Financials

1. **Payment of bills** – Moved by Chairman Thornton, second by Member Wissler to pay the bills as presented.
2. **Treasurer's Report** – None
3. **Budget vs. Actual** – For the Board's review.

Reports

1. **Zoning Officer's Report** – Will be provided at the next meeting.
2. **Manager's Report** – Nothing further to report.
3. **Code Enforcement Officer's Report** – Written report provided for the Board's review.
4. **Police Chief's Report**
 - Chief Higgins said he has noticed a communication problem with PennDot. They don't notify the Township when they are working on roads.
 - Chief Higgins attended Akron Day in the Park on Saturday and met with some residents.

- The Akron/West Earl Liaison Meeting was held.
- Chief Higgins will be planning some Meet & Greets.

5. **Roadmaster's Report** – Mr. Stoltzfus reported that the two part-time mowers are out with medical issues. Mr. Stoltzfus said he will be taking care of the mowing.

Public Comment

None

Supervisors' Comments

John Ford – Vice Chairman Ford reported that his new iPad is working flawlessly and thanked the Manager.

Harold Keppley – Member Keppley said he thinks his business is only being billed for one sewer EDU rather than two and asked the Manager to check on that.

Action Items

- Get the Temporary Parking Regulations ordinance put together and advertised.
- Ask the Township's Attorney to review the Engine Brake Retarder ordinance.
- Check on Commercial water billing.

Adjournment

Moved by Vice Chairman Ford, second by Member Kauffman to adjourn the June 14, 2021 regular meeting at 8:36 p.m. Motion approved unanimously.

Respectfully Submitted by:

Sara Service
Zoning Officer