

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

In Attendance:

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

Guests present: AJ Cooke - Cooke Financial, James Shopf – 550 Millway Road, John & Karen Stauffer – 151 Pleasant Valley Road

Call to Order

Chairman Thornton called the July 12, 2021 regular meeting to order at 7:00 p.m.

Approval of Minutes

Chairman Thornton noted several corrections. Delete the extra work “enter” under numbers 1 & 2 of the David Burkholder Stormwater Plan waiver requests. Vice Chairman Ford noted a change the Supervisors’ Comments hearing. Vice Chairman Ford met with Manager Seesholtz, Finance Assistant Amy Carter and Chairman Thornton to discuss market-linked CDs. Moved by Vice Chairman Ford, second by Member Kauffman to approve the June 28, 2021 meeting minutes as corrected. Motion approved unanimously.

Public Comment

James Shopf, 550 Millway Road – Mr. Shopf was at the meeting to voice his frustration with the noise being generated at the industrial business on Cocalico Creek Road near his home. Vice Chairman Thornton said that he, the zoning officer, and code enforcement officer will meet with the business manager to discuss the matter.

Special Business

1. **Ordinance 260** – Amending Chapter 170 to include temporary parking and traffic regulations. Moved by Vice Chairman Ford, second by Chairman Thornton to adopt Ordinance 260. Motion approved unanimously.
2. **East Main Street Project bid award** – The lowest bid was from Brownstown Concrete. Moved by Vice Chairman Ford, second by Member Keppley to award the concrete bid to Brownstown Concrete. Motion approved unanimously.
3. **Cooke Financial presentation** – A.J. Cooke from Cooke Financial presented an overview of market-linked CDs to the Board. The return on the CD is dependent on the stock market. Chairman Thornton asked what the minimum term is. Mr. Cooke said the term depends on what the market is doing but he is seen the terms as short as 18 months. Chairman Thornton said he likes the concept.

Subdivision/Land Development

None

Old Business

1. **ARPA Funds** – The Township received correspondence from LASA. The letter outlines the money they have lost since purchasing the sewer system. The Board asked the Manager to talk with them and ask specifically what they are requesting.

New Business

1. **Police Facility revised agreement** – Revised agreement with Beers & Hoffman Architecture in the amount of \$17,100. Moved by Member Keppley, second by Vice Chairman Ford to sign the agreement with Beers & Hoffman Architecture. Motion approved unanimously.
2. **Memorandum of Understanding** – West Earl Police Department flex time. Chief Higgins said this will be a way to avoid Police Department overtime. The Officers are working an average of 4 hours overtime every 2 weeks. The Chief is proposing the officers use this as flex time. Moved by Vice Chairman Ford, second by Member Kauffman to sign the Memorandum of Understanding. Motion approved unanimously.
3. **Compost Site** – Manager Seesholtz said she is meeting with other Township Manager’s from neighboring municipalities to discuss possible agreements to allow their residents to use the compost site at reduced rates. Chairman Thornton said he wants to support neighboring municipalities but does not want to burden the Township’s Roadcrew. Discussion followed relating to possible grants to expand the compost site. Manager Seesholtz will report back to the Board at the next meeting to update them on the Manager’s meeting.

4. **Becker Professional Services Request for the Act 537 Plan** – Moved by Member Wissler, second by Member Kauffman to approve the Becker Professional Services Request and allow them to update the Township’s Act 537 Plan. Motion approved unanimously.

Financials

1. **Payment of Bills** – Moved by Chairman Thornton, second by Member Keppley to pay the bills as presented. Motion approved unanimously.
2. **Treasurer’s Report** – None
3. **Budget vs. Actual** – Submitted for the Board’s review.

Reports

1. **Zoning Officer’s Report** – Written report provided for the Board’s review.
2. **Manager’s Report** – Manager Seesholtz updated the Board on the Turtle Hill Stream Restoration Project.
3. **Code Enforcement Officer’s Report** – Written report provided for the Board’s review.
4. **Police Chief’s Report** – Written report provided for the Board’s review.
5. **Roadmaster’s Report** – Roadmaster Stoltzfus requested to dispose of 2 appliances – 1 freezer and 1 refrigerator. Moved by Chairman Thornton, second by Member Wissler to approve the disposal of 1 freezer and 1 refrigerator. Motion approved unanimously.

Public Comment

Karen Stauffer, 151 Pleasant Valley Road – Mrs. Stauffer asked if there were any updates on 1850 Diamond Station Road property. Manager Seesholtz said the property owners have not submitted anything official yet.

Supervisors’ Comments

Keith Kauffman – Member Kauffman asked what happened with the gentleman doing the tennis clinic. The Manager said he had no one sign-up for the clinic.

Action Items

1. Ask LASA what their request is relating to the ARPA funds the Township is receiving.
2. Look into DEP grants to expand the Compost site.

Adjournment

Moved by Vice Chairman Ford, second by Member Kauffman to adjourn the July 12, 2021 regular meeting at 8:20 p.m. Motion approved unanimously.

Respectfully Submitted by:

Sara Service
Zoning Officer