

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

In Attendance:

Vice Chairman:	John Ford	Manager/Secretary:	Jenna Seesholtz
Member:	Dale Wissler	Roadmaster:	Neil Stoltzfus
Member:	Keith Kauffman		

Chairman David Thornton and Member Harold Keppley were absent.

Call to Order

Vice Chairman Ford called the September 27, 2021 regular meeting to order at 7:00 p.m.

Approval of Minutes

September 13, 2021 regular meeting minutes – Vice Chairman Ford noted the word run should be replaced with turn under Harold Keppley’s Supervisor Comments. Moved by Member Wissler, second by Vice Chairman Ford to approve the September 13, 2021 regular meeting minutes as corrected. Motion approved unanimously.

Public Comment

None

Special Business

1. **Resolution 2021-16 Revised Fee Schedule** – Moved by Member Wissler, second by Member Kauffman to adopt Resolution 2021-16 revised fee schedule. Motion approved unanimously.
2. **Resolution 2021-17** – Sewage Planning Module for Mahlon Martin. Moved by Member Wissler, second by Member Kauffman to adopt Resolution 2021-17 Sewage Planning Module for Mahlon Martin. Motion approved unanimously.
3. **Resolution 2021-18** – 2022 Minimum Municipal Obligation for Police Pension Plan. Moved by Vice Chairman Ford, second by Member Wissler to adopt Resolution 2021-18. Motion approved unanimously.
4. **Resolution 2021-19** – 2022 Minimum Municipal Obligation for Non-Uniform employee pension plan. Moved by Vice Chairman Ford, second by Member Kauffman to adopt Resolution 2021-19. Motion approved unanimously.

Correspondence and Communications

1. **Road Closure Request** – Curvin Horning has requested that Brick Church Road be closed from 8am until 4pm on October 9, 2021 for an auction. Moved by Member Wissler, second by Member Kauffman to authorize the closure of Brick Church Road on October 9, 2021 from 8am until 4pm. Motion approved unanimously.

Old Business

1. **Cooke Financial structured CD** – Prior to Mr. Cooke addressing the Board they briefly discussed the CDs the Township has with Uninvest. There was a consensus among the Board members that the Uninvest CDs should not be renewed. Mr. Cooke said if the Board decides the Township should invest in the market linked CDs with his firm the first step would be to set up an account. Mr. Cooke said that funds do not need to be deposited into the account immediately. The financial depository would be Pershing, LLC. Discussion followed relating to the market linked CDs. The Board asked the Manager to prepare a Resolution for the next meeting to add Pershing, LLC as a financial depository for the Township.
2. **East Main Street project update** – Manager Seesholtz reported that letter have gone out to all residents on East Main Street notifying them that the East Main Street project has been held up because of the highway occupancy permit review by PennDot. PennDot continues to review the application and return it to the Township.

New Business

1. **Conditional offer of employment to Officer 1** – Moved by Member Kauffman second by Member Wissler to conditionally hire Officer 1 contingent upon passing the medical & psychological evaluations. Motion approved unanimously.
2. **Conditional offer of employment to Officer 2** – Moved by Member Wissler, second by Member Wissler to conditionally hire Officer 2 contingent upon passing the medical & psychological evaluations. Motion approved unanimously.
3. **Conditional offer of employment for the Roadcrew** – Moved by Member Kauffman, second by Member Wissler to offer the Roadcrew position to Kyle Stapleton at \$20 per hour. Motion approved unanimously.
4. **Burkholder Drive Payment Request #15** – Moved by Member Wissler, second by Member Kauffman to authorize the Burkholder Drive payment request #15 in the amount of \$58,682.36. Motion approved unanimously.
5. **SR 272 & Ramp Improvements Payment Request #13** – Moved by Member Wissler, second by Member Kauffman to authorize the SR 272 & Ramp Improvements Payment Request #13 in the amount of \$88,290.39. Motion approved unanimously.
6. **Liquid Fuels Funds line striping** – Moved by Member Kauffman, second by Member Wissler to authorize Liquid Fuels funds spending in the amount of \$21,110 to Alpha Space Control. Motion approved unanimously.
7. **DEP 902 Grant Application** – Roadmaster Stoltzfus completed the grant application. Items in the grant include a new key fob gate system for the compost site. Mr. Stoltzfus got a quote of \$30,000 for the gate system which includes 2,000 key fobs. Moved by Member Kauffman, second by Member Wissler to apply for the DEP 902 Grant. Motion approved unanimously.
8. **Police Department Camera System** – The cost for the system and installation is \$5,460. Moved by Vice Chairman Ford, second by Member Kauffman to authorize spending of \$5,460 for the installation of a new camera system for the Police Department. Motion approved unanimously.
9. **Police Facility** – Manager Seesholtz reported that she and Member Wissler met with Bob Brandt and Bob Brandt, Jr. recently and they offered to donate Lot #5 at Brownstown Commons to the Township for construction of a new Police facility. Discussion followed relating to Mr. Brandt's generous offer.

Financials

1. **Payment of bills** – Moved by Member Wissler, second by Member Kauffman to pay the bills as presented. Motion approved unanimously.
2. **Budget vs. Actual** – provided for the Board's review.

Reports

1. **Zoning Officer's Report** – Nothing further to report.
2. **Manager's Report** – Nothing further to report.
3. **Code Enforcement Officer's Report** – Nothing further to report.
4. **Police Chief's Report** – Nothing further to report.
5. **Roadmaster's Report** – Nothing further to report.

Supervisors' Comments

John Ford – Vice Chairman Ford asked the Roadmaster if Comcast has fixed the road in the Westgate development. Roadmaster Stoltzfus said he hasn't heard from them.

Action Items

1. Draft a Resolution to add Pershing, LLC as a financial depository.
2. Contact Scott Cramer's firm.

Adjournment

Moved by Member Kauffman, second by Vice Chairman Ford to adjourn the September 27, 2021, regular meeting at 8:29 p.m. Motion approved unanimously.

Respectfully Submitted by:

Sara Service
Zoning Officer