

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

In Attendance:

Chairman:	Dale Wissler	Member:	Harold Keppley, Jr.
Vice Chairman:	John Ford	Manager/Secretary:	Kevin Tobias
Member:	Russell Ressler, Jr.	Township Engineer:	Corey Rathman,
Member:	Richard Stover		Becker Engineering

Call to Order

The January 6, 2014 organizational meeting was called to order by Dale Wissler at 7:04 p.m.

John Ford was unanimously appointed by the Board to run the meeting during the nominations for Chairman and Vice-Chairman.

Election of Chairman

Moved by Russell Ressler, second by Harold Keppley to nominate Dale Wissler as the Chairman of the Board of Supervisors.

Moved by Dale Wissler, second by Richard Stover to nominate John Ford as the Chairman of the Board of Supervisors.

Moved by Richard Stover, second by Member Ressler to close the nominations for Chairman of the Board of Supervisors. Motion approved unanimously.

John Ford respectfully declined the nomination for Chairman.

The vote was unanimous to elect Dale Wissler as the Chairman of the Board of Supervisors.

John Ford turned control of the meeting over to Chairman Wissler.

Election of Vice Chairman

Moved by Russell Ressler, second by Harold Keppley to nominate John Ford as the Vice Chairman of the Board of Supervisors.

Moved by Russell Ressler, second by Harold Keppley to close the nominations for Vice Chairman of the Board of Supervisors. Motion approved unanimously.

The vote was unanimous to elect John Ford as the Vice Chairman of the Board of Supervisors.

Appointment of Township Officials

Resolution No. 2014-1 appointing the following officials for 2014.

Kevin R. Tobias	Secretary/Treasurer/Manager
Brian Brandt	Chief of Police
James Houser	Public Works Director
Kevin R. Tobias	Zoning Officer
Vision Engineering	Sewage Enforcement Officer
James Houser	Emergency Management Coordinator
Thomas Zorbaugh	Certified Building Official
Associated Building Inspections Inc.(Res.)	Building/Code Inspectors
Code Administrators, Inc.	Building/Code Inspectors
PA Certified Inspectors	Building/Code Inspectors

Commonwealth Code Inspection Service, Inc.	Building/Code Inspectors
Morgan, Hallgren, Crosswell and Kane	Township Solicitor
Becker Engineering	Township Engineer
Reinsel, Kuntz, Leshner	Township Auditor
PNC Bank	Financial Depository
PA. Local Government Investment Trust (PLGIT)	Financial Depository
Principal Financial Group	Financial Depository
Ephrata National Bank	Financial Depository

Moved by Vice Chairman Ford, second by Chairman Wissler to adopt Resolution No. 2014-1. Motion approved unanimously.

Public Comment

Dale Peachey, 136 Cornerstone Way – Mr. Peachey was at the meeting on behalf of his wife, Teresa, who is the newly elected tax collector for West Earl Township. Mrs. Peachey is requesting approval to have office hours at the Township building for the purpose of collecting taxes. The hours would be April 15th 10am-1pm, April 16th 1-4pm, April 17th 5-8pm, April 22nd 10am-1pm, April 23rd 1-4pm, April 24th 5-8pm. Moved by Member Keppley, second by Member Stover to allow Teresa Peachey to have office hours at the Township building for collecting taxes. Motion approved unanimously.

Approval of Minutes

Moved by Vice Chairman Ford, second by Member Stover to approve the December 16, 2014 regular meeting minutes as presented. Motion approved unanimously.

New Business

- **Resolution No. 2014-2** setting compensation for the Township Manager – Vice Chairman Ford suggested that the Resolution be modified to show the zoning officer and manager's salaries listed separately. The Board agreed. Mr. Tobias will change the Resolution and bring it to the next meeting. No action was taken.
- **Resolution 2014-3** exempting police officers from contributing to the police pension fund. Moved by Vice Chairman Ford, second by Member Keppley to adopt Resolution No. 2014-3. Motion approved unanimously.
- **Resolution No. 2014-4** reappointing Ralph Hutchison as the Tax Collection Committee Voting Delegate. Moved by Vice Chairman Ford, second by Member Stover to adopt Resolution No. 2014-4. Motion approved unanimously.
- **Resolution No. 2014-5** reappointing Dean Weinhold to a term on the West Earl Planning Commission. Moved by Member Stover, second by Vice Chairman Ford to adopt Resolution No. 2014-5. Motion approved unanimously.
- **Resolution No. 2014-6** appointing Thomas Ridder to a term on the Park and Recreation Committee. The information on this Resolution was incorrect. Mr. Tobias will make the necessary corrections and bring it to the next meeting. No action was taken.
- **Resolution No. 2014-7** appointing Diane LaMonica to a term on the Park and Recreation Board. The information on this Resolution was incorrect. Mr. Tobias will make the necessary corrections and bring it back to the next meeting. No action was taken.
- **Manager's employment agreement** – The Board requested that the zoning officer position and manager position be listed separately on this agreement. Mr. Tobias will make the necessary corrections and bring it to the next meeting. No Action was taken.
- **2013 Manager's employment agreement** – Moved by Vice Chairman Ford, second by Member Ressler to extend the 2013 Manager's employment agreement until the end of January 2014. Motion approved unanimously.
- **Police Chief's employment agreement** – Will revisit this later in the meeting once Chief Brandt arrives.

Manager's Report

- **Wexcon payment applications** for the East Main Street stormwater project. Payment Application #1 for Contract 1 is \$125,822.28. \$100,000 of this is being paid by the CDBG funds that the Township received. The remaining amount of \$25,822.28 must be paid by the Township. Moved by Member Ressler, second by Member Stover to pay Wexcon \$25,822.28 for Contract 1. Motion approved unanimously. Payment application #1 for Contract 2 is \$63,019.20. Moved by Member Ressler, second by Member Stover to pay Wexcon \$63,019.20 for Contract 2. Motion approved unanimously.
- **Fairmount Homes** has requested a letter of credit release in the amount of \$57,800. Corey Rathman said that there are only minor, outstanding items that need to be resolved. Also, Fairmount Homes has not submitted as-built plans. Mr. Rathman recommends retaining 10% of the letter of credit. Moved by Vice Chairman Ford, second by Member Wissler to release the Fairmount Homes letter of credit in the amount of \$52,020.00. Motion approved unanimously.
- **Lydia Nolt Subdivision Plan waivers**– Corey Rathman distributed copies of the Lydia Nolt subdivision plan for the Board's review. He said that there are no outstanding issues with the plan. Moved by Vice Chairman Ford, second by Member Keppley to grant a waiver of the preliminary plan process for the Lydia Nolt Subdivision Plan. Motion approved unanimously. Moved by Member Ressler, second by Vice Chairman Ford to grant conditional plan approval for the Lydia Nolt Subdivision plan contingent upon all Township Solicitor or Engineer's comment being addressed. Motion approved unanimously.
- **Lamar Weaver Subdivision Plan waivers** – Corey Rathman said that the only outstanding item is the receipt of a sewer planning module. Moved by Vice Chairman Ford, second by Member Keppley to waive the plan scale requirements for the Lamar Weaver Subdivision plan. Motion approved unanimously. Moved by Member Keppley, second by Vice Chairman Ford to grant a waiver of the preliminary plan requirements for the Lamar Weaver Subdivision plan. Motion approved unanimously. Moved by Vice Chairman Ford, second by Member Wissler to grant conditional plan approval to the Lamar Weaver Subdivision Plan contingent upon all outstanding items being addressed. Motion approved unanimously. Moved by Member Ressler, second by Member Stover to sign the sewer planning module for the Lamar Weaver Subdivision plan. Motion approved unanimously. Moved by Vice Chairman Ford, second by Member Stover to authorize the Township Manager to sign the sewage planning module for the Lamar Weaver Subdivision upon its receipt. Motion approved unanimously.
- **John King, Jr. stormwater management agreement** – Moved by Member Wissler, second by Member Ressler to sign the John King, Jr. stormwater management agreement. Motion approved unanimously.

Public Works Director's Report

The Board reviewed the Public Works Director's written report. Mr. Houser had nothing additional to report.

Police Chief's Report

Chief Brandt did not have anything to report, but did request an executive session at the end of the regular meeting to discuss a personnel matter.

Correspondence

PSATS convention – Mr. Tobias received information about the upcoming PSATS convention from April 13th – April 16th and asked if any Board members would like to attend. Ford, Stover, Wissler and Keppley will attend.

Payment of Bills

Moved by Member Ressler, second by Member Keppley to pay the bills as presented. Motion approved unanimously.

The Board took a short recess at 8:03 p.m. and entered executive session at 8:10 p.m. to discuss a personnel issue. The Board returned to their regular session at 9:03 p.m. Moved by Vice Chairman Ford, second by Member Keppley to approve the employment contract for Police Chief Brandt. Motion approved unanimously.

The Board again entered executive session at 9:05 p.m. discuss further personnel matters. The Board returned to their regular session at 9:40 p.m. Moved by Member Ressler, second by Member Keppley to approve a raise in the amount of 1.5% for non-uniform employees. Motion approved unanimously.

Adjournment

Moved by Vice Chairman Ford, second by Chairman Wissler to adjourn the January 6, 2014 regular meeting at 9:45 p.m. Motion approved unanimously.