



**BOARD OF SUPERVISORS MEETING MINUTES**  
**December 12, 2023**  
**7:30 PM**

**BOARD ATTENDANCE:**

Edward Haas, Chairman  
John Keesey, Vice Chairman  
Butch Myers, Member

**OTHERS IN ATTENDANCE:**

Helen Esbenshade, Lamb McErlane	Nancy Stoltzfus	Trudy Haas
Casey Kerschner, Becker Engineering	Barry Edwards	Diedre Hosier
Brian Gathercole, Keystone Val. FD	Charlie Kauffman	Robert Hosier
Jason Chapman, WST Roadmaster	Sam Glick	Art Wright
Frank Ruscio, WST PD Corporal	Elam Beiler	

**Opening:**

Chairman Haas opened the meeting at 7:30 p.m.

**Prior Meeting Minutes:**

Chairman Haas made a motion to approve the November 14, 2023, BOS Meeting Minutes. The Motion was seconded by Vice Chairman Keesey. Motion carried 3-0.

**Reports:**

The following were discussed and/or received by the Township.

Treasurers	12/11/2023	Road Masters	November 2023
Police	12/12/2023	Tax Collectors	November 2023
Zoning Officers	12/6/2023	Engineers	12/8/2023
Fire Company's	November 2023		

As part of the Treasurer's report, Chairman Haas made a motion to authorize payment of the list of bills. The Motion was seconded by Vice Chairman Keesey. Motion carried 3-0.

As part of the Police report, Corporal Ruscio highlighted that Chief Moore had sent a letter to the BOS, dated December 12, 2023, informing the Township that Officer Manning had verbally requested to resign from his part time officer position, as he will be retiring from all policework in the near future.

As part of the Engineer report, the BOS passed the following motions:

**A. 5791 W. Lincoln Highway**

Chairman Haas made a motion to accept the written time extension offer as submitted by the applicant in an email, dated December 7, 2023, extending the deadline for action

on the Preliminary Subdivision and Land Development Plan to March 18, 2024. The Motion was seconded by Vice Chairman Keesey. Motion carried 3-0.

**B. King's Swing's (Pre/Final Land Dev. & Lot Add-On)**

Chairman Haas made a motion to authorize a \$104,304.00 reduction in the current financial security, resulting in a remaining financial security of \$33,081.37. The Motion was seconded by Mr. Myers. Motion carried 3-0.

**C. 463 Stauffer Lane High Tunnel (Elam Beiler)**

Discussions: Prior application, prior 2017 permit, waiver/modification, brief history, Small Project vs. Agricultural Structures, etc.

Chairman Haas made a motion to:

(1) Acknowledge that this proposal does not meet the SWM exemption criteria §28-106.C.5.c – High Tunnels, as the flooring area results in an impervious surface that exceeds 25% of all structures located on the Landowner's total contiguous land area, and is not 100' from a neighboring property line.

(2) Approve a waiver/modification of §28-301.c.2, §28-303.A.1.a, §28-401.b, §28-402.g, & §28-404.B of the West Sadsbury Township Stormwater Ordinance (SWMO), omitting the need to provide an Erosion and Sedimentation Control Plan Adequacy Letter from the Chester County Conservation District.

(3) Approve a waiver/modification of the West Sadsbury Township Stormwater Management Ordinance (SWMO) Chapter 28, and allow this High Tunnel project to proceed under the requirements of §28-106.D – Modified Requirements for Small Projects, for the difference in impervious area between the existing previously permitted High Tunnel, and Proposed High Tunnel, of approximately 2,400 SF.

The Motion was seconded by Vice Chairman Keesey. Motion carried 3-0.

**Old Business:**

None

**New Business:**

Chairman Haas made a motion to award bid for the Township Building heating and air conditioning repair/replacement to Leon C. Landis, Inc. for an estimated cost of \$9,395. Mr. Haas noted that this was the lowest bid that the Township received. The Motion was seconded by Vice Chairman Keesey. Motion carried 3-0.

Chairman Haas made a motion to open a non-interest-bearing account for escrow accounts (fee escrow and cash escrow for financial securities) with a bank to be determined. The Motion was seconded by Vice Chairman Keesey. Motion carried 3-0.

Chairman Haas made a motion to set a BOS Zoning Hearing date for Petition to rezone Parcel #36-5-001, 15.52-acres, for March 12, 2024, at 6:30 p.m. Diedre Hosier expressed her concerns for setting the meeting date too close to the immediate future, wanting to ensure that the PC had enough time to consider the Petition and offer a recommendation to the BOS. The Motion was seconded by Mr. Myers. Motion carried 3-0.

Chairman Haas made a motion to authorize signature of notification letters and fee escrow releases for various closed projects. The Motion was seconded by Vice Chairman Keesey. Motion carried 3-0.

Chairman Haas made a motion set the 2024, BOS meeting dates on the 2<sup>nd</sup> Tuesday of a full week at 7:30 p.m. and PC meeting dates on the 4<sup>th</sup> Tuesday at 7:30 p.m., with the exception that the December PC meeting will be moved to December 17, 2024. The Motion was seconded by Vice Chairman Keesey. Motion carried 3-0.

**Public Comment:**

Nancy Stoltzfus questioned what compensation was being established with Becker Engineering for the interim office assistance through the end of 2023. Casey Kerschner of Becker Engineering noted the compensation was based on the 2023 Hourly Rate Schedule approved by the Township at their 2023 reorganization meeting.

Charlie Kauffman discussed his level of satisfaction with the West Sadsbury Township Police Department.

Charlie Kauffman questioned the use of Township equipment in neighboring municipalities.

**Announcements:**

Chairman Haas mentioned that the Police are looking to hire two additional part time officers, which will be discussed at the next BOS meeting.

Chairman Haas noted that the next BOS meeting will be a Special Meeting held on December 28, 2023, at 1 p.m.

**Adjournment:**

Chairman Haas made a motion to adjourn the BOS Meeting at 8:35 p.m. The Motion was seconded by Vice Chairman Keesey. Motion carried 3-0.

Respectfully submitted,

A handwritten signature in cursive script that reads "Casey Kerschner". The signature is written in black ink and is positioned below the text "Respectfully submitted,".

Casey Kerschner  
Becker Engineering