

**Tulpehocken Township
Board of Supervisors
Meeting of August 12, 2015**

The Tulpehocken Township Board of Supervisors met on August 12, 2015 in the Township meeting room at 7 P.M. In attendance and voting were Supervisors: Chairman Gary Deck, Vice Chairman Richard Kramer and Supervisor Lester Feick. Also present were Kris Kerschner, Police Chief; Christy Flaherty, Township Secretary/Treasurer and Chris Hartman, Township Solicitor.

Members of the audience included: Lloyd Schneck, Kevin Brown, Larry Dean Martin, Nelson Beidler, Roger Yiengst and Lori Deck.

CALL TO ORDER

Chairman Gary Deck called the meeting to order at 7:00 P.M. He announced that prior to the regular meeting the Supervisors met in an executive session to discuss personnel matters.

The meeting continued with the pledge to the American Flag.

PUBLIC COMMENTS

Mr. Yiengst (58 Wintersville Road) commented with regards to the business located at 56 Wintersville Road and inquired if they have the proper permits. He noted that they have begun reconstruction the building. Chairman Deck reported that he has heard that the operation will be relocating to Bethel Township sometime in the future. The business makes shavings/bedding for agricultural use. Mr. Yiengst noted that Bethel has not issues any permits and reported that when the business relocates the current site will be used as a storage facility. He commented with regards to his property now having a lot of snakes and questioned if it is due to the storage of logs or possibly from the tomatoes that are thrown into the field. He commented with regards to the appearance of the greenhouses on the property and noted that they work in them late at night and keep the bright lights on until very late. Chairman Deck noted that Tulpehocken Township is an agricultural township. Attorney Hartman advised that with regards to Mr. Yiengst's comments regarding the greenhouse, he feels that those activities are normal. With regards to the grinding business, the final product is being used for agriculture. There were issues with regards to the size of the building. After reviewing the file, the buildings and uses are legally permitted as they existed prior to the fire. The new building will have to meet the conditions outlined in the prior zoning permit. It was noted that the Zoning Officer has issued a Zoning Permit for constructing the new building and that the conditions from the prior permit would still need to be met. Mr. Yiengst discussed the dust, dirt and noise that comes from the grinding business and noted that he can't open his windows or hang out laundry. He also commented with regards to the overall appearance of the greenhouses (high weeds) and the increase of snakes to the area. He reported that the business owner has advised him that even once the grinding business relocates, he will continue to store logs and organic materials at the current location. The Board discussed building codes with regards to agricultural uses. Chairman Deck advised

that the Township will make sure that the applicant complies with all of the conditions listed on the Zoning Permit. Attorney Hartman reviewed the correspondence from Barry Wessner (former Zoning Officer) dated September 4, 2003. Mr. Yiengst noted that he just wanted to voice his concerns and that he wants to be a friendly neighbor; he thanked the Board for their time.

Mr. Martin requested the Township to install a road sign at the intersection of Cherry Hill and Rehrersburg Roads. Supervisor Feick reported that he will take care of the request.

Mr. Martin reported that he has posted “No Dumping” signs on his property located along Lions Drive.

APPROVAL OF MINUTES

Vice Chairman Kramer made a motion to approve the minutes from the July 8, 2015 Board of Supervisors meeting. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Vice Chairman Kramer made a motion to approve the minutes from the July 8, 2015 Budget Workshop. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

ADMINISTRATIVE ACTIONS

Planning Commission

None.

Solicitor Legal Discussions

Approval of the Agreement for Vacation of Portions of the Right-Of-Way of Apple Street between the Township, Mr. & Mrs. Kevin Brown and Mr. Walter Martin

Attorney Hartman updated the Board with regards to the agreement and ordinance. He reported that the agreements have been signed by all property owners that have buildings in the Township ROW.

Vice Chairman made a motion to authorize the approval of the Agreement for Vacation of Portions of the Right-Of-Way of Apple Street between the Township, Mr. & Mrs. Kevin Brown and Mr. Walter Martin. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Adoption of Ordinance 2015-3, Vacating Portions of the Right-Of-Way of Apple Street

Vice Chairman made a motion to adopt Ordinance 2015-3. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Update regarding a settlement date for 28 Church Street

Attorney Hartman reported on discussions with Mr. Kessler; he would like to settle closer to the sixty (60) days. The deadline is the day after Labor Day. Mr. Kessler was advised to pick a day prior to Labor Day. Attorney Hartman is requesting the Board to make a motion to authorize the Chairman to sign the deed, subject to the Solicitor holding the deed until closing. He also recommended that the Board pay the school taxes, noting that most of those costs would be recouped at closing.

Vice Chairman Kramer made a motion to authorize the Chairman to sign the deed for 28 Church Street, subject to the Solicitor holding the deed until closing. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Supervisor Feick made a motion for the Township to pay the school taxes, subject to recouping a portion of the fees at closing. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

The Board discussed the buyer's plans for the property. It was agreed that the Township will continue to mow the property until settlement.

Escrow Release

None.

Correspondence from Zoning Officer

The Zoning Officer addressed the Myers property (123B Godfrey Street); she reported that she would give them one (1) month to see if they've cleaned up the property.

The Zoning Officer addressed the Lanshe property (117 Godfrey Street); she sent correspondence notifying the property owner to remove the skids, cleanup the property and to provide the Township with a cleanup schedule.

The Zoning Officer addressed the Smith property (238 Godfrey Street). Ms. Smith is working to clean up the property.

The Zoning Officer addressed the Kennelly property (15 West Market Street); she sent correspondence thanking the property owner for mowing, but notifying them that the grass is getting high again and needs to be maintained throughout the year.

The Zoning Officer addressed the Noll property (7668 Lancaster Avenue); a NOV was sent.

The Zoning Officer addressed the Werni property (342 Godfrey Street); she sent correspondence informing them that the driveway needs to be constructed or the garage will need to be removed per the signed agreement.

The Zoning Officer addressed the Heffner-Davidheiser property (574 Godfrey Street); she reported that she has left a voice mail for the property owner’s attorney.

The Zoning Officer addressed the Zimmerman property (354 Godfrey Street); she reported on the site visit conducted on July 30, 2015, that no NOV has been sent at this time and that she will check the property periodically.

The Zoning Officer addressed the Goroshko property (105 Teen Challenge Road); she reported that a NOV was sent.

The Zoning Officer addressed the Martins property (174 Greble Road); she reported that correspondence was sent requesting that the high weeds be cleaned up.

LAND DEVELOPMENT

None.

STAFF REPORTS

Police Report – Chief Kerschner read the July, 2015 Police report as follows:

Activity	Tulpehocken Twp.	Marion Twp.
Miles Patrolled	2984	875
Gallons of Fuel	293.83	0
Hours Worked	464	60
Patrol Hours	296.50	65.5
Total Incidents	3	4
Total Complaints	11	10
Miscellaneous Calls for Service	53	8
Follow-up Investigations	3	5
Telephone Assignments	13	8
Comm/Residential Alarms	2	6
EMS/FIRE Advisories	11	7
Traffic Stops	35	10
Citations Issued	35	11
Non-Traffic Citations	1	2
Traffic Warnings	5	0
Warrants	0	0
Parking Tickets	0	0
Traffic Accidents	3	0

DUI Arrests	0	0
Misdemeanor/Felony	0	1
Security Checks	73	20
Police Assists	8	0
Motorists Assists	2	2
Court Appearances	4	0
School Hours	0	0

Chairman Deck signed the paperwork with regards to shutting down Rehrersburg Road for the Car Show scheduled for September 12, 2015.

Chief Kerschner advised that he has been contacted by the Superintendent of Tulpehocken School District with regards to having the Department patrol Penn-Bernville and Tulpehocken High School approximately six (6) hours per week. He questioned if the Board is still interested. The Board agreed that the Township is still interested. Attorney Hartman reported on his discussions with the School District's Solicitor regarding the matter and on the steps that would need to take place. The Board agreed that all expenses should be covered by the School District. Attorney Hartman discussed ways for the municipalities involved to save costs.

Chief Kerschner reported that the Aggressive Driving Grant detail ends on August 30, 2015 and that he purchased tires for the Crown Victoria and Chevy Caprice.

The Board thanked Chief Kerschner.

Road Master's Report – Supervisor Feick read the July, 2015 report. The work consisted of highway/lawn mowing, equipment repairs/maintenance, paperwork, telephone calls, driveway issues, addressing a property complaint, meeting regarding sewer issues, calibrated gas meter, inspect Pizza Shop, report street light outage, work on salt shed, fill out damage assessment reports, haul stone, work on Teen Challenge Road, trim trees/weed, sign work, stock pile salt, meet with representative regarding Bog Turtle Screening for the Stouchsburg Road project, attend BCPWA meeting, driveway permit, repair stop sign, sewer maintenance, sign maintenance/repair, checking on addresses for 911, clean up trees and branches, shop maintenance, painting, sewer call, sewer issues and road patching.

Supervisor Feick made a motion to ratify the purchase of the radiator for the John Deere Loader for approximately \$1,440. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Supervisor Feick discussed his meeting with the representative regarding the Bog Turtle Study for the Stouchsburg Road project and noted that he is waiting to hear back from the Township Engineer before ordering any materials.

Mr. Beidler inquired as to when the work on Magdalena Street would be done. Supervisor Feick reported that the work would be done later this year.

Supervisor Feick reported that he has ordered two (2) more loads of salt and that he will be

cleaning out the pump stations next week. He advised on an issue in Mt. Aetna with regards to flow increase and suggested installing meters at the pump stations. He would like to install one (1) per year, starting with the Market Street pump station. The Board discussed where the increased flow could be coming from.

Fire Chiefs' Report – Supervisor Feick read the monthly reports for the Keystone Fire Company and the Rescue Fire Company.

SEWER OPERATIONS

Judgments and Delinquent Sewer Accounts

The Supervisors discussed sewer operations with regards to judgments and delinquent accounts.

Herbert Webber (235 Godfrey Street)

The Board discussed the recent Sheriff Sale of the property and the three (3) liens on the property. It was noted that the bank purchased the property. Attorney Hartman advised that a claim has been filed and that he is hopeful that the Township will be paid within a few weeks; he will keep the Township posted.

Mrs. Deck inquired if the Township has received any information regarding an upset sale for property in the Township. Mrs. Flaherty reported that she had not. Attorney Hartman advised that his office did receive information with regards to the Smith property (12A Deck Road) being on the tax sale list and that liens have been filed to protect the Township's interest. Mrs. Deck advised that she received a Notice of Bankruptcy for a property in the Township. Attorney Hartman requested a copy of the notice.

Attorney Hartman discussed the Zimmerman property (354 Godfrey Street) and the Sheriff Sale of personal property scheduled for September 22, 2015. The sale will take place if the account is not brought/kept current. The Board discussed what items the Sherriff levied.

Sewer Waiver Requests

None.

UNFINISHED BUSINESS

Building Maintenance – Replacement of flooring and ceiling tiles

Chairman Deck advised that he would like the Township to replace the flooring and ceiling tiles this year; he referenced promises made to the employees. The Board would like to install Allure tile in the meeting room and carpet in the Police and Administration offices. The projects will be completed in stages. The Board requested Mrs. Flaherty to get quotes and suggested contacting the following companies Martin's Flooring, Elco Flooring, Rob Karvoski, and Freed's Flooring.

Chairman Deck commented with regards to the correspondence received from Greble Scrap Recycling (J.W. Zaprazny Inc.) stating that they will reroute truck traffic off of Greenville Road.

NEW BUSINESS

Citizen's Complaint received from Mr. Mattson with regards to 5151 Route 419, Womelsdorf (Gentea Property) – Weed/Lawn Maintenance Issues, Property Maintenance Issues – This is a rental property. The renters are Thomas & Leonara Kepley.

The Board discussed the complaint received from Mr. Mattson and agreed that the photos provided currently show the property being maintained. Mrs. Flaherty reported that she advised Mr. Mattson to send photos when the property/lawn looks bad.

CORRESPONDENCE

Fire Police coverage request from Bern Township Police Department for the Reading Air-Fest scheduled for Friday, September 11 and Saturday, September 12, 2015

Supervisor Feick made a motion to authorize the participation of the Fire Police for the Reading Air-Fest scheduled for Friday, September 11 and Saturday, September 12, 2015. The motion was seconded by Chairman Deck and passed unanimously (3-0).

Fire Police coverage request from Muhlenberg Township Police Department for the Temple Halloween Parade scheduled for Saturday, October 3, 2015 (Rain date – Sunday, October 4, 2015)

Supervisor Feick made a motion to authorize the participation of the Fire Police for the Temple Halloween Parade scheduled for Saturday, October 3, 2015 (Rain date – Sunday, October 4, 2015). The motion was seconded by Chairman Deck and passed unanimously (3-0).

Fire Police coverage request from the Borough of Womelsdorf for the 22nd Annual Ride for Freedom scheduled for Sunday, August 30, 2015

Supervisor Feick made a motion to authorize the participation of the Fire Police for the 22nd Annual Ride for Freedom, scheduled for Sunday, August 30, 2015. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Fire Police coverage request from the Fire Police Association of Berks County to assist Robeson Township for the 39th Annual Hay Creek Festival scheduled for Friday, September 11, 2015 through Sunday, September 13, 2015

Supervisor Feick made a motion to authorize the participation of the Fire Police for the 39th Annual Hay Creek Festival scheduled for Friday, September 11, 2015 through Sunday, September 13, 2015. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Fire Police coverage request from Strausstown Borough for the antique auto show scheduled for Sunday, September 13, 2015

Vice Chairman Kramer made a motion to authorize the participation of the Fire Police for the antique auto show scheduled for Sunday, September 13, 2015. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Berks Conservancy invitation for a big announcement – Wednesday, September 16th at 12 P.M. at the Environmental Exploration Center at Angelica Park

The Board discussed the invitation. It was agreed that both Chairman Deck and Vice Chairman Kramer would attend. Supervisor Feick would not be attending.

OTHER BUSINESS

Update regarding the Township Newsletter – The Board was provided a draft of the newsletter

The Board requested to add text with regards to the Right-Of-Way and not to place anything in the ROW.

Mrs. Flaherty updated the Board on her discussions with the Post Office and reported that the mailing would not be done as a bulk mailing. She is hoping to have the newsletter out before the end of the month.

Vice Chairman made a motion to authorize the mailing of the Township newsletter. The motion was seconded by Chairman Deck and passed unanimously (3-0).

Update regarding Quick Books and DacEasy

Mrs. Flaherty updated the Board with regards to Quick Books and DacEasy. She advised that the yearly fee for DacEasy would be \$699; this includes yearly payroll updates. The Township can continue to use the current accounting system without the yearly payroll updates, but payroll would then need to be done by a third party. The cost to continue using DacEasy (without the yearly payroll updates) and having payroll done by a third party would be between \$1,125.80 - \$1,322.36 per year. If the Township chooses to switch to Quick Books, the software for two (2) computers would be approximately \$350. The yearly fee would be between \$465 - \$561; payroll checks can be printed or direct deposit. Quick Books offers support for various fees based on how long you have a support agreement. If Reinsel Kuntz Leshner consults on the project the fee would be \$85 per hour. The Board discussed how many employee hours would be saved if the Township were to outsource payroll. Mrs. Flaherty reported how payroll is completed – Mrs. Lane calculates the employee's hours and forwards that information to Mrs. Flaherty who then processes the information. Mrs. Flaherty will contact Bethel Township to discuss Quick Books and payroll charges. It was agreed that the Township needs to know how many hours/dollars are being spent for the Township to process payroll in-house before making a decision. Supervisor Feick suggested contacting Larry Rabold, CPA to see what he charges for payroll. Mrs. Flaherty

will gather more information and provide the Board with an update at the September meeting.

Update current CDL roster

The Board was provided a copy of the Township's current CDL roster. It was agreed the Mrs. Flaherty should contact Mr. Kintzer to see if he would like to remain on the roster.

Request to purchase a HP Office Pro 8620 e-All-in-One (print, scan, copy & fax) for the Administration Department – Quote from MicroAide for \$239.00

Supervisor Feick made a motion to authorize the purchase of a HP Office Pro 8620 e-All-in-One for the Administration Department. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Mrs. Flaherty also requested approval to purchase a small file cabinet. The Board authorized the purchase of a small file cabinet.

FINANCIAL REPORT AND APPROVAL FOR PAYMENT OF BILLS

Account Balances for the end of July, 2015 were as follows:

General Account	\$ 30,169.43
FNB Fredericksburg Holding Account	\$ 68,797.97
General Plus Account	\$178,787.16
State Aid Account	\$ 291.39
State Plus Account	\$158,712.01
Street Light Account	\$ 16,707.74

Payments of Bills for this August 12, 2015 meeting are:

- General Account combined with the payroll account- Checks #16100 to #16138 in the amount of \$29,569.00
- Street Light Account – Check #342 in the amount of \$1,277.52
- State Liquid Fuels Account – Check #188 in the amount of \$3,023.38
- Camp Calvary Land Dev. Escrow –
- Camp Calvary Inspection Escrow –
- Village Estates Improvements Inspection Escrow –
- Stormwater Inspection Escrow –
- Total Expenses for this meeting – \$33,869.90

Supervisor Feick made a motion to approve the payments of the bills for this August 12, 2015 meeting. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Sewer Accounts balances for the end of July, 2015 are as follows:

Sewer Operation Account – \$1,685.75
Balance in the Sewer Holding Account - \$82,321.94
Debt Service Account - \$403,110.64

Payments of Bills in the Sewer Operation Account for this August 12, 2015 meeting are:
Check #1613 to #1626 in the amount of \$10,292.61

Supervisor Feick made a motion to approve payment of the sewer bills. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

ADJOURNMENT OF MEETING

Vice Chairman Kramer made a motion to adjourn the meeting at 9:18 P.M. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Respectfully Submitted,

Christy Flaherty

Secretary, Tulpehocken Township