

**Tulpehocken Township  
Board of Supervisors  
Meeting of December 11, 2019**

The Tulpehocken Township Board of Supervisors met on December 11, 2019 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 and Christy Flaherty, Township Secretary/Treasurer.

Members of the audience included: Lori Deck, Harold Zimmerman, Jeffrey Zimmerman and Geneva Aulenbach.

**CALL TO ORDER**

Chairman Deck called the meeting to order at 7:00 P.M.

The meeting continued with the pledge to the American Flag,

**PUBLIC COMMENTS**

Mr. Jeffrey Zimmerman reported that the Joint Bethel, Marion & Tulpehocken Townships Recreation Grant Study Committee would be holding their next meeting on Wednesday, January 15<sup>th</sup> at 7 P.M. here at the Township Building. The committee would like local groups such as the Rehrersburg Lions Club, Bethel-Tulpehocken library and local fire companies to attend the meeting.

**APPROVAL OF MINUTES**

*Vice Chairman Kramer made a motion to approve the minutes from the November 13, 2019 Board of Supervisors 2020 Preliminary Budget 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 November 13, 2019 Board of Supervisors meeting. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

**ADOPTION OF 2020 BUDGET FOR TOWNSHIP AND SEWER FUNDS**

The Board discussed the correspondence received from the County Treasurer Office with regards to the current billing structure for street light taxes and agreed to leave the billing structure as is.

***Budget Certification for Township Funds year 2020 (Resolution 2019-10)*** – The proposed 2020 Budget had been advertised as available for public inspection on November 20, 2019, after having been reviewed and preliminarily approved by the Board on November 13, 2019. The

2020 Budget for all Township accounts, except the Sewer Service, proposes revenues of \$1,370,807 and expenditures of \$1,285,341.

*Vice Chairman Kramer made a motion to adopt **Resolution 2019-10** to enact the 2020 Budget. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

**Budget Certification for Sewer Service Funds year 2020 (Resolution 2019-11)** – The proposed 2020 Budget for all public sewer funds had been advertised as available for public inspection on November 20, 2019, after having been reviewed and preliminarily approved by the Board on November 13 2019. The 2020 Budget for all public sewer funds proposed revenues of \$424,312 and expenditures of \$404,837.

*Supervisor Feick made a motion to adopt **Resolution 2019-11** to enact the 2020 Sewer Budget. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

**Tax Levy Resolution (Resolution 2019-12)** – This resolution fixed the rate for the year 2020 as follows:

**Real Estate Tax Levy** – remains at 1.6 mills on each dollar of assessed valuation, or the Sum of 16 cents on each one hundred dollars of assessed valuation (\$160 for each \$100,000.00 valuation).

**Act 511 Per Capita Tax Levy** – remains at the rate of \$5.00 payable of all residents 18 years of age or older.

**Act 511 Local Services Tax** – at the rate of \$52.00 payable by all residents 18 years of age or older.

**Act 511 Real Estate Transfer Tax Levy** – remains at the rate of one half percent.

**Act 511 Earned Income Tax Levy** – remains at the ratio of one half percent.

**Tax Rate for Street Light usage in the Villages of Rehrersburg and Mt. Aetna** – at the rate of \$.75 for each front foot of property that is serviced by the coverage of such Street Light on each property.

*Supervisor Feick made a motion to adopt the Tax Levy **Resolution 2019-12** to enact the tax levy for 2020. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

## **ADMINISTRATIVE ACTIONS**

### **Planning Commission**

***Mountain Meadows Phase II: Time expires March 11, 2020. The Township Solicitor stated that there is presently a \$570,189 escrow (reduced to this amount September 3, 2008) in place for Mountain Meadows. There is \$394,281 for roadway items. John Zimmerman stated that the concern is with the top coat of the macadam in the development. The substructure will soon need to be replaced. The Supervisors should press the developer to put the second layer on the current roadways. The Township Solicitor stated that under the improvements agreement, the Township has the right to recalculate the escrows and require increases in the security to reflect the increase costs. There is an escalation factor in the agreement as well. In the event that the developer requires more than one year from the date of posting the***

*financial security (original date of the letter of credit was January 23, 2008) to complete the improvements, the developer may at least 30 days prior to the expiration of said of one year term request approval from the Township for an extension of time to complete the improvements. The amount of the security should be increased by an additional 10 percent for each one year period beyond the first anniversary date from the initial posting of the security or to an amount not exceeding 110 percent of the cost of completing the improvements as reestablished and approved by the Township Engineer. Given the number of years that have expired, the best way to approach it would be to look at the present cost for the remaining work and multiply that by 110. The Township Solicitor stated that he would recommend that the developer reestablish the costs, have the Township Engineer review and approve the numbers. If the developer would not want to reestablish the current costs of the remaining improvements, the Township would just do a calculation of 10 percent a year and add it to the remaining escrow which would take the amount over what the original escrow amount was for the agreement.*

*John Zimmerman made a motion to recommend to the Board of Supervisors to consider asking the developer to reestablish the financial security based on current prices and press the developer do something to prevent the continued erosion that is taking place currently so that it is not just a matter of increasing the escrow account but taking measures to prevent it from breaking down more and becoming a major situation. Seconded by Robert Sattazahn and approved unanimously.*

The Board discussed the Planning Commission's recommendation, sealcoating, scratching & patching. Supervisor Feick advised that he would discuss the condition of the roadways with the Township Engineer. The Board agreed to table the matter; noting further research is needed.

***Tulpehocken Township Pole Building:*** *Tulpehocken Township is proposing a 60 x 50 storage shed for equipment to be located down to the left of the salt shed. The area right now is gravel. Stormwater requirements and zoning and building requirements will still need to be met. The zoning coverage requirements will be met as well as the setbacks. There will be a seepage pit off to the left to run all of the roof leaders and additional 1,500 square foot of gravel. The stormwater will not run off onto any neighboring property. There will be a 4 inch berm and a stone pit that is 60 x 12.5 x 2. The stormwater from the existing back driveway will run into the seepage pit. There is a 20 foot space between the existing salt shed and storage shed to have access to the back of the shed. An E & S plan will be done as well. The Township plans on constructing the shed in 2020. An agreement will be required because if the Township would ever sell the property, the stormwater controls would go with the property.*

*John Zimmerman made a motion to recommend to the Board of Supervisors to grant a waiver of land development however the Township will still need to meet the Stormwater requirements, zoning permit and building permit if necessary. Seconded by Laverne Frey and approved unanimously.*

*Supervisor Feick made a motion to grant the Township a waiver of land development for the proposed 60 x 50 pole building. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

***Proposed revision of the Bethel Township Zoning Ordinance & Map: The Planning Commission reviewed the proposed revision of the Bethel Township zoning ordinance and zoning map. The Township Solicitor stated that Bethel Township is taking what is presently zoned as Village Center and reclassifying some of that as a Commercial District. Bethel Township is allowing some additional uses in the new Commercial District and making it easier to allow someone to establish commercial uses in the Commercial District by eliminating the need for a hearing by the Zoning Hearing Board by special exception. Bethel Township is creating a new Residential District as well. But the area does not border Tulpehocken Township therefore, it is not a concern to Tulpehocken Township.***

***Robert Sattazahn made a motion to recommend to the Board of Supervisors to send a letter to Bethel Township stating that the Planning Commission has reviewed the proposed Bethel Township Ordinance and has no concerns. There is no direct impact on Tulpehocken Township. Seconded by Laverne Frey and approved unanimously.***

*Supervisor Feick made a motion authorizing correspondence be sent to Bethel Township stating that the Planning Commission has reviewed the proposed Bethel Township Ordinance and has no concerns. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

### **Solicitor Legal Discussions**

*None.*

### **Escrow Release**

*None.*

### **Correspondence from Zoning Officer**

#### ***November Update***

The Zoning Officer addressed the Sensenig property (4448 Route 419) with regards to vehicles; a nice guy letter was sent. Did hear from the property owner who advised that some of the vehicles are antiques and don't need inspection, he was advised to provide copies of current registrations and proof they are antiques.

The Zoning Officer addressed the Zimmerman property (354A Godfrey Street) with regards to vehicles; there has been no contact from property owner or DJ's office. Citations will be sent to both property owners.

The Zoning Officer addressed the Gibble property (349 Godfrey Street) with regards to no heat; the heat has been restored.

**Land Development**

*None.*

**STAFF REPORTS**

**Police Report** – Chief Kerschner read the November, 2019 Police report as follows:

<b>ACTIVITY</b>	<b>TULPEHOCKEN TWP</b>	<b>MARION TWP</b>
MILES PATROLLED	2372	658
GALLONS OF FUEL	221.5	0
HOURS WORKED	396	60
PATROL HOURS	365.75	38.75
TULPEHOCKEN AREA SCHOOL DIST. HOURS	24.25	0
TOTAL INCIDENTS	2	1
TOTAL COMPLAINTS	4	9
MISCELLANEOUS CALLS FOR SERVICE	25	2
FOLLOW-UP INVEST	0	0
TELEPHONE ASSIGNMENTS	13	2
COMM/RESIDENTIAL ALARMS	1	0
EMS/FIRE ADVISORIES	26	6
TRAFFIC STOPS	10	9
CITATIONS ISSUED	8	4
NON-TRAFFIC CITATIONS	0	0
TRAFFIC WARNINGS	4	0
WARRANTS	0	0
PARKING TICKETS	0	0
TRAFFIC ACCIDENTS	3	1
DUI ARRESTS	0	0
MISDEMEANOR/FELONY	0	1
SECURITY CHECKS	57	49
POLICE ASSISTS	7	0
MOTORISTS ASSISTS	0	0
COURT APPEARANCES	1	0
SCHOOL (TRAINING) HOURS	0	0

Chief Kerschner reported that during the month of November there were 146 calls received through Berks County 911. He updated the Board on a recent incident with one of the Teen Challenge students. He advised that two (2) light bulbs need to be replaced on the Tahoe, the cost to replace the two (2) bulbs would be \$224 and the cost to replace the entire light bar is approximately \$560 plus shipping. He reported that the new computer docking station has been

installed in the Tahoe; will be billed in January, 2020. He also reported that the new computer system In-Synch has been installed; will be billed in January, 2020. The Police employees will need approximately four (4) hours of training; training will be scheduled for a Sunday.

*Vice Chairman made a motion to authorize the purchase of a new light bar for the Tahoe at a cost of approximately \$560 plus shipping. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

**Road Master's Report** – Supervisor Feick read the November, 2019 report. The work consisted of telephone calls, sewer repairs/maintenance, meter reading, grade/stone Spur Road, install pipe extension on Wintersville Road, mow lawns, install stone & tile on Wintersville Road, clean gutters, work on Parkside Inn Road, grade/stone Deck Road, fill wash out on Deck Road, haul millings for Upper Tulpehocken Township, prepare Township equipment for winter, sign maintenance, work in shop, work on recreation lot, equipment repairs/maintenance, haul diesel fuel for sewer plant generator, sewer call out, work on building specs for proposed pole building and call out to remove tree.

Supervisor Feick advised that he would like to order a radio for the new dump truck at a cost of approximately \$557.60; he would install the system. He also reported that the truck being serviced at E.M. Kutz should be back in the next week.

*Vice Chairman Kramer made a motion to authorize the purchase of a radio for the new dump truck at a cost of approximately \$557.60. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

**Motion to approve bid proposal for new pole building – will be requesting motion to advertise for bid at January, 2020 meeting**

Supervisor Feick noted that the proposal has been reviewed by the Township Engineer and Building Inspector; both had no changes. The Board reviewed the proposal and had no changes; they also discussed possible colors.

*Vice Chairman Kramer made a motion to approve the bid proposal for the new pole building. The motion was seconded by Chairman Deck and passed unanimously (3-0).*

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

## **SEWER OPERATIONS**

### ***Judgements and Delinquent Sewer Accounts***

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

They also discussed the installation of the new sewer line for the Lancaster Avenue pump station; Supervisor Feick noted that he has no updates.

## **UNFINISHED BUSINESS**

*None.*

## **NEW BUSINESS**

*None.*

## **CORRESPONDENCE**

***County of Berks, Office of the Treasurer – The County is asking the Township to review their current billing structure with regards to street light taxes. Does the Board wish to change the current billing structure?***

This matter was discussed under the adoption of the 2020 budget discussion.

## **OTHER BUSINESS**

### ***Board vacancies for 2020***

***Planning Commission – Laverne Frey’s term ends, he would like to continue – new term would be January, 2020 – December, 2023***

Mrs. Flaherty reported that Mr. Frey would like to continue; it was agreed that he would be reappointed at the reorganization meeting in January.

***Recreation Board – Troy Lape’s term ends; he would like to continue – new term would be January, 2020 – December, 2024***

Mrs. Flaherty reported that Mr. Lape would like to continue; it was agreed that he would be reappointed at the reorganization meeting in January.

***Zoning Hearing Board – Larry Dean Martin’s term ends; he would like to continue – new term would be January, 2020 – December, 2022***

Mrs. Flaherty reported that Mr. Martin would like to continue; it was agreed that he would be reappointed at the reorganization meeting in January.

***Township Auditors – Barry Wessner’s term ends; he would like to continue – new terms would be January, 2020 – December, 2021***

Mrs. Flaherty reported that Mr. Wessner would like to continue; it was agreed that he would be reappointed at the reorganization meeting in January.

*Vacant positions need to be filled at the reorganization meeting to be held on January 6, 2020*

***Would the Board consider purchasing three (3) workstations for the Township Secretaries?***

The Board discussed the condition of the current desks and the request to purchase workstations; it was agreed that the Township Secretary should research options and present to the Board in 2020.

***Oath of Office***

Mrs. Flaherty advised that she would like to have all the Supervisors, Board/Committee members complete an Oath of Office form. She requested to Board to authorize Mrs. Lane to work a few extra hours if needed to notarized the forms. The Board authorized Mrs. Lane to work extra hours to notarize the forms at meetings if needed.

The Board discussed dogs running loose in the Township. Mrs. Flaherty and Chief Kerschner reported that the Township has been providing the telephone number for the Berks County Dog Warden to anyone who calls. Mrs. Flaherty noted that she would provide the Supervisors with the Dog Warden's number.

**FINANCIAL REPORT AND APPROVAL FOR PAYMENT OF BILLS**

Account Balances for the end of November, 2019 were as follows:

General Account	\$110,231.21
First Citizens General Holding Account	\$ 46,268.85
General Prime Account	\$307,730.20
State Aid Account	\$ 29.40
State Prime Account	\$ 26,597.07
Street Light Account	\$ 16,049.91
Recreation Planning Escrow Account	\$ 29,216.62

Payments of Bills for this December, 2019 meeting are:

- General Account combined with the payroll account – Checks #19510 to #19545 in the amount of \$40,539.18
- Street Light Account – Check #443 in the amount of \$1,184.38
- State Liquid Fuels Account – Check #217 in the amount of \$4,632.87
- Recreation Fund –
- Recreation Planning Escrow –
- Camp Calvary Land Dev. Escrow –
- Camp Calvary Inspection Escrow –
- Village Estates Improvements Inspection Escrow –
- Stormwater Inspection Escrow –
- Total Expenses for this meeting – \$46,356.43

*Vice Chairman Kramer made a motion to approve the payments of the bills for this December 11, 2019 meeting. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

Sewer Accounts balances for the end of November, 2019 were as follows:

Sewer Operation Account – \$797.21

Balance in the Sewer Holding Account - \$196,140.00

Debt Service Account - \$424,140.76

Payments of Bills in the Sewer Operation Account for this December 11, 2019 meeting are:

Check #2419 to #2431 in the amount of \$86,425.77

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

### **ADJOURNMENT OF MEETING**

*Vice Chairman Kramer made a motion to adjourn the meeting at 8:06 P.M. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

Respectfully Submitted,

*Christy Flaherty*

Secretary, Tulpehocken Township