

**Tulpehocken Township
Board of Supervisors
Meeting of December 14, 2016**

The Tulpehocken Township Board of Supervisors met on December 14, 2016 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, Dolores Hill, Linda Umbenhauer, Lloyd Schneck, Robert Sattazahn, Dennis Royer, Richard Shirk, Nelson Beidler and Michelle Lynch.

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. Royer inquired about having Christmas lights put up in the Township. Chairman Deck asked if he would like to be on the committee for next year. The Supervisors discussed Mr. Royer's requested and stated that they believe that the Township has never put up lights; noting that in the past the Lions Club has put up lights. The Board agreed that the matter could be open for further discussion at a later date. The Board discussed what is involved with Met Ed for hanging lights for the holidays.

Mr. Royer also commented that Rehrersburg does not have a town identification sign like Mt. Aetna and requested the Board look into having one installed. The Board advised that the Township had no part in the installation of the signs in Mt. Aetna; noting that they could research prices for the sign. It was stated that the signs in Mt. Aetna were believed to be bought around the time of their bicentennial.

Chairman Deck suggested that the Board consider starting an activities committee.

The Board agreed to have Supervisor Feick look into both of Mr. Royer's suggestions.

APPROVAL OF MINUTES

Supervisor Feick made a motion to approve the minutes from the November 9, 2016 Board of Supervisors 2017 Preliminary Budget meeting. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

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ADOPTION OF 2017 BUDGET FOR TOWNSHIP AND SEWER FUNDS

Budget Certification for Township Funds year 2017 (Resolution 2016-9) – The proposed 2017 Budget had been advertised as available for public inspection on November 23, 2016, after having been reviewed and preliminarily approved by the Board on November 9, 2016. The 2017 Budget for all Township accounts, except the Sewer Service, proposes revenues of \$1,160,501.00 and expenditures of \$1,148,786.00.

Vice Chairman Kramer made a motion to adopt **Resolution 2016-9** to enact the 2017 Budget. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Budget Certification for Sewer Service Funds year 2017 (Resolution 2016-10) – The proposed 2017 Budget for all public sewer funds had been advertised as available for public inspection on November 23, 2016, after having been reviewed and preliminarily approved by the Board on November 9, 2016. The 2017 Budget for all public sewer funds proposed revenues of \$360,413.06 and expenditures of \$359,741.33.

Vice Chairman Kramer made a motion to adopt **Resolution 2016-10** to enact the 2017 Sewer Budget. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Tax Levy Resolution (Resolution 2016-11) – This resolution fixed the rate for the year 2017 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 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.

Vice Chairman Kramer made a motion to adopt the Tax Levy **Resolution 2016-11** to enact the Tax Levy for 2017. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

ADMINISTRATIVE ACTIONS

Planning Commission

Sue mentioned that the Recreation Board members may want to consider joining the Pennsylvania Park and Recreation Society. This is a statewide organization based in State College and there is a conference that will be held in Hershey sometime in March, 2017. There is a lot of training, workshops and ongoing information. It would be a good opportunity to get out and network with other Parks and Recreation members. There is a yearly fee and a quarterly magazine. John Zimmerman made a motion to recommend to the Board of Supervisor that the Recreation Board members join the Pennsylvania Park and Recreation Society. Scott Hetrick seconded the motion. All Planning Commission members were in favor, motion carried.

Supervisor Feick made a motion to authorize the Recreation Board to join the Pennsylvania Park and Recreation Society for a yearly fee of \$100.00. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

All of the Recreation Board members would like the Township to complete the Peer to Peer Program application. John Zimmerman volunteered to come into the Township Office to complete the application form. John Zimmerman made a recommendation to the Board of Supervisors to approve completing a Peer to Peer Grant application form. Ray Daub seconded the motion. All Planning Commission members were in favor, motion carried.

Chairman Deck updated the public on the discussion that took place at the December Planning Commission meeting.

Vice Chairman Kramer made a motion to authorize the completion of the Peer to Peer Grant application form. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Solicitor Legal Discussions

Attorney Hartman sent an email stating that he can no longer attend the BOS meetings on the second Wednesday of the month; he advised that he can send another attorney or questioned if the Township would consider moving the meeting to either the third Monday or Wednesday of the month; noting that if the Board were to change the meeting night he would pay for the new advertising – Does the Board want to continue to meet on the second Wednesday of the month or change the meeting night to coincide with Attorney Hartman’s schedule?

The Board agreed to keep the meeting nights as is; knowing that Attorney Hartman can’t attend.

Escrow Release

Tim Crouse (259 Greble Road) – Partial Release – The Engineer is recommending a release of \$75,944.20. Mr. Crouse submitted a Letter of Credit in the amount of \$78,444.20. He will bring in a check for \$2,500, so that the Letter of Credit can be released.

Supervisor Feick made a motion to release the Letter of Credit for the Tim Crouse Poultry Operation upon Mr. Crouse submitting a check in the amount of \$2,500 to be held in escrow by the Township. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Correspondence from Zoning Officer

November update

The Zoning Officer addressed the Noll property (7668 Lancaster Avenue). Property has been cleaned up a lot. Mowers were all removed, debris along the side of the house has been removed. While a few items still remain, the entire site looks much better. I recommend this property be considered in compliance.

The Board agreed with the Zoning Officer’s recommendation.

The Zoning Officer addressed the Davidheiser property (574 Godfrey Street). Letter was sent reminding her all the vehicles (except one technically) shall be removed. During my site visit only one truck remained and a 2nd truck was sitting there filled with stuff to take off site. There was now a pile of brush that looks like it was just placed there. The Township can choose to go for additional fines or wait a week to see if that 2nd truck is removed. As it was loaded with stuff for the dump, I suggest waiting but this has been dragging on forever.

The Board agreed to wait; will address the matter at the next meeting.

The Zoning Officer addressed the Zimmerman property (354A Godfrey Street). Sheds for sale & multiple cars. I was informed the fines were paid. A Zoning Permit denial was issued also notifying them that the use is not allowed without Zoning Hearing approval and all vehicles should be removed from the site. During the site visit – it was jam packed with cars. I suggest additional citations be sent.

Chairman Deck made a motion to authorize the Zoning Officer to issue additional citations against the Zimmerman property (354A Godfrey Street). The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

The Zoning Officer addressed the Meyers property (123B Godfrey Street). There is still rubbish and vehicles on the property. Some additional cleanup is needed. I suggest a follow up letter be sent either by myself or the Township Secretary just reminding them to remove the rest of the rubbish.

Supervisor Feick made a motion to authorize the Zoning Officer to send out correspondence to the Meyers property (123B Godfrey Street) reminding them that additional cleanup is still needed. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

The Zoning Officer addressed the Lanshe property (117 Godfrey Street). Property appears to have been cleaned up a little more. I will send out a NOV letter today so it is up to date.

The Zoning Officer addressed the Kennelly property (15 W. Market Street). Weeds – grass not over maximum height, with the cold weather upon us this won't grow any higher. I suggest we wait to see what happens in the spring.

The Board agreed with the Zoning Officer's recommendation.

Mosteller (7679 Lancaster Avenue) – The six (6) months for allowing the travel trailer to be occupied will expire on December 8th; a reminder letter was sent to Mr. Mosteller – The trailer has been removed

Land Development

None.

STAFF REPORTS

Police Report – Chief Kerschner read the November, 2016 Police report as follows:

ACTIVITY	TULPEHOCKEN TWP	MARION TWP
MILES PATROLLED	2374	749
GALLONS OF FUEL	228	0
HOURS WORKED	377	60
PATROL HOURS	245.25	45.25
TULPEHOCKEN AREA SCHOOL DIST. HOURS	24	0
TOTAL INCIDENTS	2	5
TOTAL COMPLAINTS	15	8
MISCELLANEOUS CALLS FOR SERVICE	24	5
FOLLOW-UP INVEST	2	6
TELEPHONE ASSIGNMENTS	22	10
COMM/RESIDENTIAL ALARMS	0	1
EMS/FIRE ADVISORIES	7	6
TRAFFIC STOPS	10	1
CITATIONS ISSUED	13	2
NON-TRAFFIC CITATIONS	2	0
TRAFFIC WARNINGS	1	0
WARRANTS	0	0
PARKING TICKETS	0	0
TRAFFIC ACCIDENTS	3	2
DUI ARRESTS	0	0
MISDEMEANOR/FELONY	2	1

SECURITY CHECKS	57	15
POLICE ASSISTS	13	0
MOTORISTS ASSISTS	0	0
COURT APPEARANCES	1	0
SCHOOL HOURS	0	0

Chief Kerschner reported that during the month of November there were 123 calls received through Berks County 911 for police services. He reported the he and Officer Dronick will be attending taser training.

Road Master's Report – Supervisor Feick read the November, 2016 report. The work consisted of meter reading, sewer maintenance, telephone calls, equipment maintenance, sign maintenance, work in shop, go for parts/supplies, inspection on pressure testing sewer lines at Village Estates, sewer issues, mow lawns, highway mowing, black topping/patching on Witman Road, trim bushes at building, winter equipment maintenance, check footages on Stouchburg Road, went to look at snow blowers, check on road complaint, telephone call to PennDot and leaf collection.

Supervisor Feick updated the Board on quotes received for snow blowers. The quote for a Honda 24” track snow blower w/es from Ebling’s was approximately \$2,267.10 and a 28” for \$2,618.10. The quote from Binkley & Hurst for a Simplicity 28” snow blower was approximately \$1,999.00.

Supervisor Feick made a motion to authorize the purchase of a Honda 24” track snow blower w/es from Ebling’s Service Plus for a cost of approximately \$2,267.10.

Discuss Stouchburg 2016 Road Project – Need a motion to approve payment of the final invoice; EJB Paving & Material Co. has agreed to the Township’s term – the amount of the invoice is \$44,125.29. Also, need a motion acknowledging the spec change from 2” overlay to 1.5” overlay and to sign Change Order #1. The contract amount was originally approved for \$52,583.04, the final bill is \$44,125.29; a difference of \$8,457.75.

Supervisor Feick updated the Board; EJB Paving & Material has agreed to accept the Township’s terms. The Board also discussed stripping the roadway in the spring.

Supervisor Feick made a motion to authorize the Township to issue a check in the amount of \$44,125.29. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Supervisor Feick made a motion to authorize a motion to sign Change Order #1, which acknowledges the spec change from 2” overlay to 1.5” overlay. The motion was seconded by Vice Chairman Kramer 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

Judgments and Delinquent Sewer Accounts

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

Partial Sewer Waiver Requests

None.

The Board agreed this item can be removed from future agendas unless a request comes in.

Tapping Fee Rate Increase – Current tap-in fee is \$3,218.09. The fee was last raised in March, 2015

Supervisor Feick made a motion to authorize the increase of the Tapping Fee to \$3,502.11 starting in January, 2017. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Supervisor Feick reported that the Mt. Aetna Sewer Plant is getting foreign matter again; a sampler has been installed. He also updated the Board on the issue with the generator at the Mt. Aetna Sewer Plant; all four (4) injectors have been replaced. The generator is serviced yearly.

UNFINISHED BUSINESS

Update on LED Streetlight Conversion – Met-Ed is expecting to begin the conversion around December 19th

Mrs. Flaherty updated the Board on her discussions with representative from Met-Ed; noting that they expect to start working on the conversion December 19th.

NEW BUSINESS

Need to decide if the three (3) new street lights being installed should be charged street light tax in 2017 (locations of lights – Church & Rehrer Streets, Lions Drive & Teen Challenge Road, and West Market Street & Greble Road)

Supervisor Feick made a motion to charge the properties that will benefit from the newly installed street lights in 2017 once they have been installed. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Mrs. Flaherty noted that this charge will have to be included on the 2017 Municipal Tax Sheet.

Renewed trash service with Waste Management – trash service will be once a month – monthly invoice will be approximately \$33.14

Vice Chairman Kramer made a motion to renewal trash service with Waste Management. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Fuel Bid – Resolution 2016-12, to award contract for the purchase of gas and diesel through Berks County Joint Purchasing

Vice Chairman Kramer made a motion adopt Resolution 2016-12. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

CORRESPONDENCE

PSATS' 28th Annual President's Leadership Award – Does the Board have any nominations (nominations must be postmarked by Tuesday, January 31, 2017)

The Board agreed they had no nominations at this time.

National School Choice Week – would the Township like to recognize January 22-28, 2017 as School Choice Week – a proclamation would be needed. Mr. Campanella provided a draft proclamation

The Board agreed they had no interest at this time.

OTHER BUSINESS

Discuss closing the Township office the week between Christmas and New Year's

Chairman Deck expressed concerns with the Township office being closed. Comments were made with regards to the Township having three (3) secretaries and that this should not happen again. It was agreed that going forward the secretaries should coordinate their vacations so that the office is open during holiday weeks. The Board discussed the sign that will be posted on the office door and noted that emergency numbers should be included; it was agreed that the Supervisors' cell phone numbers should be posted.

Board vacancies for 2016

Planning Commission – Gary Deck's term ends, he would like to continue – new term would be January, 2017 – December, 2020

Chairman Deck reported that he would like to continue; it was agreed he would be reappointed at the reorganization meeting in January.

Recreation Board – Shelly Derr's term ends; she would like to continue – new term would be January, 2017 – December 2021. There is also another vacant position on this Board

Mrs. Flaherty reported that Ms. Derr agreed to continue; it was agreed that she would be reappointed at the reorganization meeting in January.

The Board discussed the possibility of appointing John Zimmerman to the Recreation Board; Mrs. Flaherty advised that she hasn't received any correspondence from him.

Zoning Hearing Board – Larry Dean Martin's term ends; he would like to continue – new term would be January, 2017 – December, 2019

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

Vice Chairman Kramer advised that Mrs. Seifrit has agreed to be an alternate member. Mrs. Flaherty advised that a resolution is needed for the Zoning Hearing Board appointments.

Vacant positions needs to be filled at the reorganization meeting to be held on January 3, 2016

Chairman Deck reported that he will not be at the March, 2017 meeting.

FINANCIAL REPORT AND APPROVAL FOR PAYMENT OF BILLS

Account Balances for the end of November, 2016 were as follows:

General Account	\$ 89,089.05
First Citizens General Holding Account	\$ 26,999.49
General Plus Account	\$179,381.35
State Aid Account	\$ 103.32
State Plus Account	\$127,126.97
Street Light Account	\$ 12,777.25

Payments of Bills for this December 14, 2016 meeting are:

General Account combined with the payroll account – Checks #17115 to #17160 in the amount of \$35,402.81
Street Light Account – Check #357 in the amount of \$1,131.22
State Liquid Fuels Account – Check #191 in the amount of \$44,125.29
Camp Calvary Land Dev. Escrow –
Camp Calvary Inspection Escrow –
Village Estates Improvements Inspection Escrow –
Stormwater Inspection Escrow –
Total Expenses for this meeting – \$80,659.32

Vice Chairman Kramer made a motion to approve the payments of the bills for this December 14, 2016 meeting. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Sewer Accounts balances for the end of November, 2016 were as follows:

Sewer Operation Account – \$177.20
Balance in the Sewer Holding Account - \$115,824.16
Debt Service Account - \$404,450.36

Payments of Bills in the Sewer Operation Account for this December 14, 2016 meeting are:

Check #1854 to #1865 in the amount of \$83,352.38

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 8:18 P.M. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Respectfully Submitted,

Christy Flaherty

Secretary, Tulpehocken Township