

**Tulpehocken Township
Board of Supervisors
Meeting of December 13, 2017**

The Tulpehocken Township Board of Supervisors met on December 13, 2017 in the Township meeting room at 7 P.M. In attendance and voting were Supervisors: Chairman Gary Deck, Vice Chairman Richard Kramer and Lester Feick, Supervisor. Also present were Kris Kerschner, Police Chief, and Christy Flaherty, Township Secretary/Treasurer.

Members of the audience included: Robert Sattazahn, Lloyd Schneck, Linda Umbenhauer, Dolores Hill, Lori Deck 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

None.

APPROVAL OF MINUTES

Vice Chairman Kramer made a motion to approve the minutes from the November 8, 2017 Board of Supervisors 2018 Preliminary Budget meeting. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Supervisor Feick made a motion to approve the minutes from the November 8, 2017 Board of Supervisors meeting. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

ADOPTION OF 2018 BUDGET FOR TOWNSHIP AND SEWER FUNDS

Budget Certification for Township Funds year 2018 (Resolution 2017-12) – The proposed 2018 Budget had been advertised as available for public inspection on November 15, 2017, after having been reviewed and preliminarily approved by the Board on November 8, 2017. The 2018 Budget for all Township accounts, except the Sewer Service, proposes revenues of \$1,346,640.00 and expenditures of \$1,152,633.00.

*Vice Chairman Kramer made a motion to adopt **Resolution 2017-12** to enact the 2018 Budget. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

Budget Certification for Sewer Service Funds year 2018 (Resolution 2017-13) – The proposed 2018 Budget for all public sewer funds had been advertised as available for public inspection on November 15, 2017, after having been reviewed and preliminarily approved by the Board on November 8, 2017. The 2018 Budget for all public sewer funds proposed revenues of \$370,151.00 and expenditures of \$369,984.00.

*Supervisor Feick made a motion to adopt **Resolution 2017-13** to enact the 2018 Sewer Budget. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

Tax Levy Resolution (Resolution 2017-14) – This resolution fixed the rate for the year 2018 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.

Supervisor Feick made a motion to adopt the Tax Levy Resolution 2017-14 to enact the Tax Levy for 2018. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

ADMINISTRATIVE ACTIONS

Planning Commission

None.

Solicitor Legal Discussions

None.

Escrow Release

None.

Correspondence from Zoning Officer

November update

The Zoning Officer addressed the Hlavaty property (32 Summer Mountain Road); cars. Cars have been moved, many still remain. This will take property owners time to cleanup given their age and now we're heading into winter.

The Zoning Officer addressed the Hoffert property (5228 Rt. 419); scrap metal/junk. Per October update, the property owner had requested time. Upon inspection, several items have been removed. Supervisors made a motion at the November meeting to allow Mr. Hoffert until March 21, 2018, to bring the property into compliance.

The Zoning Officer addressed the Levan property (200 Deck Road); vehicles. No correspondence has been received from the property owners documenting the vehicles. Citations were filed for both property owners.

Land Development

None.

STAFF REPORTS

Police Report – Chief Kerschner read the November, 2017 Police report as follows:

ACTIVITY	TULPEHOCKEN TWP	MARION TWP
MILES PATROLLED	2972	628
GALLONS OF FUEL	263	0
HOURS WORKED	517	60
PATROL HOURS	381	42
TULPEHOCKEN AREA SCHOOL DIST. HOURS	25.5	0
TOTAL INCIDENTS	6	4
TOTAL COMPLAINTS	9	2
MISCELLANEOUS CALLS FOR SERVICE	23	3
FOLLOW-UP INVEST	1	3
TELEPHONE ASSIGNMENTS	27	2
COMM/RESIDENTIAL ALARMS	1	4
EMS/FIRE ADVISORIES	19	4
TRAFFIC STOPS	49	8
CITATIONS ISSUED	59	8
NON-TRAFFIC CITATIONS	0	0
TRAFFIC WARNINGS	11	0
WARRANTS	0	0
PARKING TICKETS	0	0
TRAFFIC ACCIDENTS	6	3
DUI ARRESTS	0	0
MISDEMEANOR/FELONY	0	0
SECURITY CHECKS	76	36
POLICE ASSISTS	11	0
MOTORISTS ASSISTS	0	0
COURT APPEARANCES	2	1
SCHOOL HOURS	0	0

Chief Kerschner reported that during the month of November there were 199 calls received through Berks County 911 for police. He once again warned residents to secure their property (lock buildings and vehicles); noting recent thefts in the Township and also in Bethel, Jefferson and Upper Tulpehocken Townships and in nearby Lebanon County municipalities. He reported on conversations with the representative from the State that deals with the Aggressive Driving and PA Buckle Up Grants; noting frustration due to them not feeling the Township’s numbers are high enough. He requested the Board consider discontinuing applying for the grants and participating in the programs. The Board discussed the matter and agreed not to continue with the programs. Chief Kerschner advised that the new patrol vehicle will possibly arrive sometime in February and that the officers will be attending taser qualification next week.

Road Master’s Report – Supervisor Feick read the November, 2017 report. The work consisted of meter reading, equipment maintenance/repairs, telephone calls, work in shop, highway mowing, road maintenance/repairs, sign maintenance, clean up black top stock pile, take pipe to be recycled, prepare vehicles for winter, sewer call outs, sewer issues, take batteries to be recycled, check on road complaint,

brush cutting/trimming, mow lawn, clean up mower, back fill Township lot off of Lions Park Drive and clean gutters.

Chairman Deck reported that he received a complement regarding the work done by St. John's Church.

Supervisor Feick advised that the grader is still at Plasters being repaired. The Board discussed the estimated repair costs.

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.

Update regarding Lancaster Avenue Pump Station Upgrade – Township Solicitor is drafting agreements, still waiting on information from CW Sales

The Board was provided a draft agreement regarding the Mount Aetna Force Main Upgrade. They also discussed the moratorium and the information received from CW Sales.

UNFINISHED BUSINESS

Update regarding Weidner Bridge on Salem Road – The application for County aid (MS-399) has been submitted – Motion to authorize Ludgate to contact PennDot for approval to place signs on State Roads.

Supervisor Feick made a motion to authorize Ludgate Engineering Corp to contact PennDot to request approval to place signs on the State Roads.

Mrs. Flaherty will update Bethel Township and Robert Ludgate on the Board's decision.

Update on fuel tank repairs – At the November meeting authorization was given to contact Innovative Petroleum Equipment & Contracting Inc. (IPEC) to inspect/repair issues. Left several messages with no response; contacted Care's Quality Service

The Board reviewed the quote received from Care's Quality Service; the repairs would be approximately \$1,540.00.

Supervisor Feick made a motion to authorize Care's Quality Service to proceed with repairing the tanks for an estimated cost of \$1,540.00. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Chairman Deck suggested installing lighting so that you can tell that the pump is on.

NEW BUSINESS

None.

CORRESPONDENCE

Berks County Solid Waste Authority is asking for a contribution; the Township contributed \$100 in 2012, \$250 in 2013, 2014 and 2015, and \$300 in 2016

Supervisor Feick made a motion to contribute \$300 to the Berks County Solid Waste Authority in 2017. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Invitation to luncheon for Public Officials Day at the PA Farm Show Complex – Wednesday, January 10th at 11 A.M.

The Board discussed the invite and agreed they had no interest in attending.

OTHER BUSINESS

Reminder that the recycling bins located behind the Township building will be leaving at the end of the month. Upper Tulpehocken Township will be starting their own recycling program; the service will be available to non-residents for a yearly fee of \$30. As a convenience for Township residents applications and key job are available for purchase at the Township building

Mr. Schneck requested the Board advertise a notice in the Merchandiser that the recycling program will be eliminated at the Township Building at the end of the year.

Chairman Deck made a motion to advertise a notice in the Merchandiser that the recycling program will be eliminated at the Township Building at the end of the year and to advise that Upper Tulpehocken Township will be starting a recycling program in the beginning of 2018; there will be a yearly fee. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Chairman Deck suggested contacting the Bethel Township Secretary to see if Bethel would share the cost of the advertisement.

Mrs. Flaherty reported that notices have been placed at various locations thru out the Township. She will reach out to the Mt. Aetna Fire Company and request something be placed on their new electronic sign. A notice will also be placed out back of the Township building by the recycling bins.

Review quote from SmrtGuys for Bi-Yearly Service Contract

The Board discussed the quote. Mrs. Flaherty reported what types of services would be provided under the contract with SmrtGuys and the services provided through MicroAide; MicroAide is strictly used for the Township's accounting program, SmrtGuys would handle maintenance issues.

Supervisor Feick made a motion to authorize a Bi-Yearly Service Contact with SmrtGuys for a cost of approximately \$807.50. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Review quote from SmrtGuys for Custom Surveillance Signs

The Board discussed the quote.

Supervisor Feick made a motion to authorize the purchase of three (3) Custom Surveillance Signs at a cost of approximately \$83.19 each. The signs will be Hunter Green in the reflective design. The motion was seconded by Chairman Deck and passed unanimously (3-0).

Board vacancies for 2017

Planning Commission – John Zimmerman’s term ends, he would like to continue – new term would be January, 2018 – December, 2021

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

Planning Commission – Scott Hetrick’s term ends, he would like to continue – new term would be January, 2018 – December, 2021

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

Recreation Board – Larry Boyer’s term ends; he does not wish to continue. This would leave one vacancy on the Recreation Board

Mrs. Flaherty reported that Mr. Boyer does not wish to be reappointed. The Board agreed to look into appointing a new member to the Recreation Board at the reorganization meeting in January.

Zoning Hearing Board – Harold Zimmerman’s term ends; he would like to continue – new term would be January, 2018 – December, 2020

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

Township Auditors – All three (3) positions will become vacant at the end of 2017. Michael Kline has advised that he would not like to be reappointed. Denise Reinhold advised that she would continue. Haven’t heard back from Dolores Hill.

Mrs. Flaherty reported that Mr. Kline does not wish to be reappointed and that Mrs. Reinhold was written in on the November Election ballot. Mrs. Hill reported that she doesn’t wish to be reappointed. It was believe that two (2) other residents were also written in on the November Election ballot – Heather Wessner and Barry Wessner. Mrs. Flaherty advised that she would contact the County to verify if there were any other write-ins and what steps the Board should take at the reorganization meeting in January with regards to appointing someone as an Auditor.

Vacant positions need to be filled at the reorganization meeting to be held on January 2, 2018

FINANCIAL REPORT AND APPROVAL FOR PAYMENT OF BILLS

Account Balances for the end of November, 2017 were as follows:

General Account	\$ 99,942.89
First Citizens General Holding Account	\$ 21,543.71
General Plus Account	\$200,629.29

State Aid Account	\$ 142.63
State Plus Account	\$105,702.84
Street Light Account	\$ 13,541.63

Payments of Bills for this December 13, 2017 meeting are:

General Account combined with the payroll account – Checks #17917 to #17961 in the amount of \$39,329.37
 Street Light Account – Check #370 in the amount of \$1,292.69
 State Liquid Fuels Account –
 Recreation Fund –
 Camp Calvary Land Dev. Escrow –
 Camp Calvary Inspection Escrow –
 Village Estates Improvements Inspection Escrow –
 Stormwater Inspection Escrow –
 Total Expenses for this meeting – \$40,622.06

Vice Chairman Kramer made a motion to approve the payments of the bills for this December 13, 2017 meeting. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Sewer Accounts balances for the end of November, 2017 were as follows:

Sewer Operation Account – \$410.10
 Balance in the Sewer Holding Account - \$150,664.27
 Debt Service Account - \$407,103.72

Payments of Bills in the Sewer Operation Account for this December 13, 2017 meeting are:
 Check #2045 to #2063 in the amount of \$90,418.87

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 8:12 P.M. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Respectfully Submitted,
Christy Flaherty
 Secretary, Tulpehocken Township