

**Tulpehocken Township
Board of Supervisors
Meeting of February 12, 2020**

The Tulpehocken Township Board of Supervisors met on February 12, 2020 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: Lori Deck, Harold Zimmerman, Harry Reinhold and Jake Derr.

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. Zimmerman stated that his wife received compliments on the great job the Township roadcrew does taking care of the roadways. He also inquired as to how many unregistered/uninspected vehicles are allowed on a property. The Board advised they thought a property was allowed one (1) unregistered vehicle.

APPROVAL OF MINUTES

Vice Chairman Kramer made a motion to approve the minutes from the January 6, 2020 Reorganization 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 January 6, 2020 Board of Supervisors meeting. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

ADMINISTRATIVE ACTIONS

Planning Commission

None.

Solicitor Legal Discussions

None.

Escrow Release

None.

Correspondence from Zoning Officer

January – No update received

The Board discussed the Zimmerman property (354A Godfrey Street) with regards to the citations that were filed. Mrs. Flaherty advised that the trial is scheduled for February 20, 2020, the property owners have pled not guilty.

Land Development

None.

STAFF REPORTS

Police Report – Chief Kerschner read the January, 2020 Police report as follows:

ACTIVITY	TULPEHOCKEN TWP	MARION TWP
MILES PATROLLED	3226	825
GALLONS OF FUEL	321	0
HOURS WORKED	526.5	60
PATROL HOURS	420	51.5
TULPEHOCKEN AREA SCHOOL DIST. HOURS	35.5	0
TOTAL INCIDENTS	9	0
TOTAL COMPLAINTS	14	5
MISCELLANEOUS CALLS FOR SERVICE	25	5
FOLLOW-UP INVEST	2	0
TELEPHONE ASSIGNMENTS	23	5
COMM/RESIDENTIAL ALARMS	0	0
EMS/FIRE ADVISORIES	33	3
TRAFFIC STOPS	12	3
CITATIONS ISSUED	14	3
NON-TRAFFIC CITATIONS	3	0
TRAFFIC WARNINGS	0	1
WARRANTS	0	0
PARKING TICKETS	0	0
TRAFFIC ACCIDENTS	6	2
DUI ARRESTS	2	0
MISDEMEANOR/FELONY	4	0
SECURITY CHECKS	51	45
POLICE ASSISTS	17	0
MOTORISTS ASSISTS	2	1
COURT APPEARANCES	2	0
SCHOOL HOURS	0	0

Chief Kerschner reported that during the month of January there were 162 calls received through Berks County 911. He also advised that the Police Secretary’s computer is eight (8) years old and needs to be replaced. SmrtGuys provided a quote in the amount of \$1,800 for a new computer and to upgrade the newest Police Department computer to Windows 10.

Supervisor Feick made a motion to authorize the purchase of a new computer for the Police Secretary and to upgrade the newest Police Department computer to Windows 10 for a cost of approximately \$1,800. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Chief Kerschner advised that the Police Officers need to attend legal updates the end of March for two (2) days.

The Board discussed Teen Challenge and the services provided to the Tulpehocken Area School District.

The Board discussed the State charging for State Police services.

Road Master's Report – Supervisor Feick read the January, 2020 report. The work consisted of sewer maintenance, meter reading, cleaning out pump stations, gutter cleaning, stock piling salt, met with radio maintenance, clean off Market Street due to ground up corn being on the roadway, telephone calls, equipment repairs/maintenance, dig holes for soil sampling, snow event, sewer inspection, sign maintenance, paperwork, travel to West Brunswick Township to pick up plow shoes, work on lot in town, mix antiskid, work on electrical system at building, p/u parts, work in shop, fill salt tank, order parts, unload dump truck, remove snow from alley, shop work, wash trucks/equipment and haul antiskid.

Chairman Deck inquired as to when Supervisor Feick's Dirt, Gravel and Low Volume Roads certification expires. Supervisor Feick reported that his certification is in good standing, just attended the class last October.

Supervisor Feick reported that the Conservation District performed a site visit to the West Four Point Road Project and advised that they are very happy with the finished project.

Supervisor Feick requested authorization to purchase a post driver for a cost of approximately \$2,495.

Vice Chairman Kramer made a motion authorizing the purchase of a Rhino post driver from Stoney Creek Rentals for a cost of approximately \$2,495. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Supervisor Feick advised that he would like to install thermo plastic markings in Mt. Aetna on Market Street at the Rt. 501 and Market Street intersection. He received a quote from A-1 for approximately \$3,398 for the installation of "stop" and "stop ahead" thermo plastic markings on Market Street. Chairman Deck reported that he knows of another company out of Ephrata that installs the thermo plastic markings; he would provide Supervisor Feick with their contact information prior to making any decisions. The Board also discussed the possibility of installing the thermo plastic marking at the intersection of Deck & Wintersville Roads.

Supervisor Feick updated the Board with regards to the Greble Road Bridge; the Township Engineer is working on getting the required permits. He estimates the project will cost well over \$100,000. It was noted that the bridge can't handle all the water coming down the creek; it was felt that the majority of the water is coming from the Apple Creek development.

The Board discussed inspecting the iron bridge on Deck Road.

Supervisor Feick advised that he will be meeting with the Bridge Inspector next week.

Supervisor Feick discussed the Midway Road Bridge; noting that the area will need to be milled and an overlay applied this year.

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.

Supervisor Feick advised that a telephone line was down at one of the pump stations; it has been repaired.

UNFINISHED BUSINESS

None.

NEW BUSINESS

State Salt Contract for 2020/2021 – Contract is due March 15, 2020 – must purchase at least 60% and cannot go more than 140% of bid

Supervisor Feick made a motion to purchase 400 ton of salt under the 2020/2021 State Salt Contract. The motion was seconded by Chairman Deck and passed unanimously (3-0).

Motion to adopt Resolution 2020-3; Berks County Joint Purchasing Fuel Bid for 7/1/20 – 6/30/21

Supervisor Feick made a motion to adopt **Resolution 2020-3**; Berks County Joint Purchasing Fuel Bid for 7/1/20 – 6/30/21. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

The Board discussed changing the gasoline to a higher octane; it was agreed to continue using the 87 octane.

Opening of bid for pole barn project

Company	Base Installation	Base Installation/Wall Insulation	Eaves	Base Installation/Wall Insulation/Eaves
Conestoga Buildings (CB Structures, Inc.)	\$ 114,578.00	\$ 129,293.00	\$ -	\$ 129,293.00
Dutchman Contracting	\$ 88,833.00	\$ 102,264.00	\$ 2,189.00	\$ 104,453.00
Pioneer Pole Buildings, Inc.	\$ 114,719.00	\$ 140,193.00	\$ -	\$ 140,193.00
Shirk Pole Buildings, LLC	\$ 91,800.00	\$ 108,100.00	\$ -	\$ 109,600.00

The Board discussed the amount budgeted for the project being \$66,000 and the project needing to be bid a prevailing wage; it was agreed that the building is needed.

Chairman Deck made a motion to accept the bid from Dutchman Contracting in the amount of \$104,453, after the Roadmaster’s review. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Supervisor Feick updated the Board with regards to the electrical work needing to be completed; he estimates the cost to be approximately \$4,500. He also reported that he has been researching generators; noting that a generator doesn’t need to be purchased now, but he needs to purchase/install the transfer switch now. The price of a transfer switch ranges from \$587 to \$3,659. The price of a generator ranges from \$11,397 to \$21,944. The Board agreed that the electrical work should be started now. They also agreed that the pad for the generator should be poured when the concrete pad for the pole barn is being poured and to go with a propane generator. The actual purchase of the generator would happen next year.

Chairman Deck made a motion to authorize Supervisor Feick to start on the electrical work and to purchase/install the transfer switch for the generator for a cost of approximately \$5,200. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

CORRESPONDENCE

None.

OTHER BUSINESS

Mrs. Deck commented with regards to the Jefferson Township's Comcast Franchise Agreement expiring soon; she suggested having the Township Solicitor inquire as to when the agreement expires. She also reported that Comcast will no longer be offering free internet or cable. Mrs. Flaherty advised that she would look for the Township's agreement prior to contacting the Solicitor.

Discuss Uniform Construction Code Appeals Board

The Board discussed the Uniform Construction Code Appeals Board with regards to keeping inhouse or using the County's Board. It was agreed to keep inhouse. The Board also discussed possible members for the Board, and the fee to charge for a hearing. The Board agreed that the members of the Uniform Construction Code Appeals Board would be Dale Stump, Alan Bashore and Les Kegerreis; both Dale and Alan are current members. They also discussed appointing an attorney to the Board; Mrs. Flaherty advised that Solicitor Dietrich has agreed to be the attorney if the Supervisors desire.

Vice Chairman Kramer made a motion to appoint Les Kegerreis to the Uniform Construction Code Appeals Board. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Supervisor Feick made a motion to authorize the fee for a hearing for the Uniform Construction Code Appeals Board to be \$1,000. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Vice Chairman Kramer made a motion to appoint Barbara J. Dietrich, Esquire as the attorney to the Uniform Construction Code Appeals Board. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

It was agreed the Mrs. Flaherty would draft the application for Attorney Dietrich's review and update the resolution for the Township Solicitor's review prior to adoption by the Board.

Supervisor Feick made a motion to authorize the Township Secretary to draft the application for Attorney Dietrich's review and to update the resolution for Hartman's office to review prior to the adoption by the Board of Supervisors. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Does the Board wish to transfer the funds budgeted in 2020 for the Police P.T.O. - \$2,000?

Supervisor Feick made a motion to authorize the transfer of \$2,000 from the General Fund to the Police P.T.O. Fund. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Does the Board wish to transfer the funds budgeted in 2020 for the Recreation Fund - \$7,000?

Vice Chairman Kramer made a motion to authorize the transfer of \$7,000 from the General Fund to the Recreation Fund. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Does the Board wish to transfer the funds budgeted in 2020 for the Building Maintenance Fund - \$4,367?

Supervisor Feick made a motion to authorize the transfer of \$4,367 from the General Fund to the Building Maintenance Fund. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

14th Annual Berks Municipal Officials Dinner – Thursday, March 26, 2020

The Board discussed the 14th Annual Berks Municipal Officials Dinner scheduled for Thursday, March 26, 2020; it was agreed that Chairman Deck, Vice Chairman Kramer, Supervisor Feick and Mrs. Flaherty would be attending the dinner. The Planning Commission will discuss their attendance at their March meeting.

Invitation to attend the Berks County Municipal Breakfast on Friday, March 13th at the Ontelaunee Grange at 8 A.M.

Supervisor Feick and Vice Chairman Kramer agreed they would attend the breakfast.

Discuss new requirements with regards to CDL's

Mrs. Flaherty updated the Board with regards to new requirements for CDL drivers; she noted that their licenses should be run yearly through PennDOT and now it is required for Township's to use the Federal Motor Carrier Safety Administration's (FMCSA) CDL Clearinghouse. The fee is \$1.25 per review on the FMCSA database. She has a form that she will be presenting to CDL drivers authorizing her to run their driver's license; permission should be granted prior to running their information, all drivers should have an email account. The Board discussed the form and the possibility of adding a disclosure to the bottom noting that the form would be good until the employee is no longer employed by the Township, so that drivers would not have to complete the form every year. Mrs. Flaherty noted that she has more research to do and will update the Board further once she has more information.

Discuss services offered by PLGIT

Mrs. Flaherty advised the Board the PLGIT offers direct deposit and a Township credit card for free. She would like permission from the Board to offer direct deposit to employees who would be interested. A paper check would still print for the employee, it just would not be on a bank check; it would be on plain white paper. She also would like the Board to consider applying for a Township credit card thru PLGIT. She recommending only having one card; the card would be locked in the file cabinet and be required to be signed out. The card can also be deactivated when not in use. The Board discussed times when having a Township credit card would be handy. The Board agreed to set the credit limit for the card at \$2,500.

Vice Chairman Kramer made a motion to authorize Mrs. Flaherty to offer direct deposit to employees with regards to payroll and to apply for a credit card thru PLGIT with a credit limit of \$2,500. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

FINANCIAL REPORT AND APPROVAL FOR PAYMENT OF BILLS

Account Balances for the end of January, 2020 were as follows:

General Account	\$150,531.78
First Citizens General Holding Account	\$ 5,739.00
General Plus Account	\$308,666.91
State Aid Account	\$ 28.09
State Plus Account	\$ 22,043.29
Street Light Account	\$ 13,924.22
Recreation Planning Escrow Account	\$ 29,295.38

Payments of Bills for this February 12, 2020 meeting are:

General Account combined with the payroll account – Checks #19647 to #19683 in the amount of \$46,538.06
Street Light Account – Check #445 in the amount of \$1,219.74

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 – \$46,538.06

Supervisor Feick made a motion to approve the payments of the bills for this February 12, 2020 meeting. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Sewer Accounts balances for the end of January, 2020 were as follows:

Sewer Operation Account – \$758.04
Balance in the Sewer Holding Account - \$174,014.56
Debt Service Account - \$425,433.06

Payments of Bills in the Sewer Operation Account for this February 12, 2020 meeting are:
Check #2446 to #2460 in the amount of \$16,635.80

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

Chairman Deck reported that he would not be at the March and August meeting. Mrs. Flaherty also noted that she may not be able to attend the August meeting. The Board agreed to discuss moving the August meeting night at the April meeting.

Supervisor Feick made a motion to adjourn the meeting at 9:27 P.M. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Respectfully Submitted,

Christy Flaherty

Secretary, Tulpehocken Township