

**Tulpehocken Township
Board of Supervisors
Meeting of January 5, 2015**

The Tulpehocken Township Board of Supervisors met on January 5, 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 Robbi Lane, Police Secretary.

Members of the audience included: Lori Deck, Jean Semenza, Bryan T. Semenza, Malcolm Cole, Harry Reinhold and Glenn Auker.

CALL TO ORDER

Chairman Gary Deck called the meeting to order at 7:01 P.M.

The meeting continued with the pledge to the American Flag.

PUBLIC COMMENTS

Supervisor Deck reported that at the December 8, 2014 meeting the Board discussed the possibility of enacting a Local Services Tax (LST). He advised that after further discussion with the Township Solicitor that the Township would not be proceeding with enacting the LST. He apologized to the Township Secretary for not keeping her informed and noted that going forward she needs to be kept inform. Mrs. Semenza inquired as to what the LST would be for. Supervisor Deck reported what the funds received from the LST could be used for. Mrs. Deck also reported on possible uses for LST revenue.

Supervisor Deck discussed the Township's 2015 Budget with regards to revenues and expenses. Mrs. Semenza commented on the Township not increasing taxes and noted that she would not be opposed to a tax increase. She commented on the outstanding services that the Township provides to the residents. The Supervisors discussed how a tax increase would affect the residents. Supervisor Deck agreed that the Township does provide the residents with a high quality of public service. He thanked Mrs. Semenza for her comments. Mrs. Semenza suggested that the Township conduct a study to gather the public's input. Supervisor Feick commented with regards to the Township putting out a newsletter requesting input from the public. Supervisor Feick reported that the Township does have other tax options with regards to increasing revenue. The Supervisors discussed how last winter effected the budget and the Township rebuilding the funds that are carried over yearly. Mrs. Deck reported that she is the Tax Collector and commented on the people who are currently unable to pay their current taxes and noted that any tax increase would only make it more difficult for those residents. Mrs. Semenza inquired if the Township has a committee whose main objective is to solicit ideas from other

municipalities on how to increase revenue. It was noted that the Township does not have such a committee. Supervisor Deck discussed the Township cutting costs and being more accountable on how monies are spent. The Supervisors acknowledged that people are having problems paying their bills. Mr. Cole advised that he supports the Township's Police Department and noted that he can appreciate what the Board is going thru. He commented with regards to his past experiences with the Township's Police Department and the State Police and noted that he would not want the Township to reduce the service that the Police Department provides to the community. The Supervisors thanked the residents for their input. Mr. Semenza reported that he is very pleased with the services that the Police and Fire Departments provide to the residents. He advised on his work experience and noted that the Township has a very active Police Department. Supervisor Deck commented with regards to the Police Department's budget and advised on his responsibilities to the residents to review the budget. The Supervisors discussed attracting businesses to the Township and noted that the Township is looking into other avenues for tax revenues. They also discussed the Township's health insurance and 911 costs. Mr. Cole suggested enacting an Emergency Services Tax. The Supervisors advised that they will be watching the Township's costs and that they would keep looking into ways to generate revenue and decrease expenses. They again thanked all the residents for their comments.

APPROVAL OF MINUTES

Supervisor Kramer made a motion to approve the minutes from the December 8, 2014 Board of Supervisors meeting. The motion was seconded by Supervisors Feick and passed unanimously (3-0).

Supervisor Kramer made a motion to approve the minutes from the December 15, 2014 Budget Adoption Meeting. The motion was seconded by Supervisor Kramer and passed unanimously (3-0).

ADMINISTRATIVE ACTIONS

Planning Commission Recommendations to the Board

Due to the Planning Commission not meeting until January 8, 2015, there was no recommendation. It was noted that the January meeting would be cancelled if there were no plans to review.

Solicitor Legal Discussions

Adoption of Ordinance 2015-1, approving the Township's participation in the Pennsylvania Health Trust (through PSATS)

*Supervisor Kramer made a motion to adopt **Ordinance 2015-1**, approving the Township's participation in the Pennsylvania Health Trust through PSATS. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

Adoption of Resolution 2015-3, appointment of Nancy Schoener as the Deputy Tax Collector

Mrs. Deck advised that the Board is being requested to consider the adoption of Resolution 2015-3, the appointment of Nancy Schoener as Deputy Tax Collector for the Township by Lori Deck as the Township Tax Collector.

*Supervisor Kramer made a motion to adopt **Resolution 2015-3**, the appointment of Nancy Schoener as the Deputy Tax Collector. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

Update regarding Zimmerman Levy (365 Godfrey Street)

The Supervisors were advised that the writ to levy against the Zimmerman vehicles was refiled and submitted to the Sheriff's Office.

Werni Agreement, motion to accept and have the Chairman sign the agreement

The Supervisors were presented an Agreement of Restrictions for the Werni's garage.

Supervisor Feick made a motion to accept the Agreement of Restrictions for the Werni's garage and to authorize the Chairman to sign the Agreement. The motion was seconded by Supervisor Kramer and passed unanimously (3-0).

Correspondence from Zoning Officer

The Zoning Officer addressed the Werni property (342 Godfrey Street); she reported that a site visit revealed several concerns. The Board was provided correspondence dated December 22, 2014 addressing the concerns.

The Zoning Officer addressed the Goroshko property (105 Teen Challenge Road); she reported a site visit was conducted on January 2nd and the structures are still there. She has received no return phone call and will issue a formal citation.

The Zoning Officer addressed the Heffner-Davidheiser property (574 Godfrey Street); she reported she has spoken with the property owner who notified the tenant that the cars need to be moved. The property owner also advised that the tenant is looking to relocate to a different Township. Chief Kerschner reported that the cars are no longer outside of the garage.

The Zoning Officer addressed the 501 Bar & Grill property (7646 Lancaster Avenue); she reported that correspondence has been sent to the property owner outlining the action needed. If the Township doesn't hear back soon, she will follow up.

The Zoning Officer addressed the Waltz property (181C Deck Road); she reported that a response letter has been sent.

The Zoning Officer addressed the Derr property (23 Ketterman Hill Road); she reported that a site visit showed a mobile home appearing to be connected to the sewer, etc. Correspondence was sent advising that the mobile home can't be lived in.

The Zoning Officer addressed the Sensenig property (5162 Rt. 419); she reported that a site visit showed the weeds being removed and that there is a lot of debris in a dumpster, but the rubbish still remains. She will remind the property owner to complete the process; if that does not happen a formal NOV will be issued.

The Zoning Officer addressed the Myers property (123B Godfrey Street) and the Fry property (121 Godfrey Street) with regards to weeds and rubbish. She discussed the site visit conducted by Supervisor Feick and herself. She reported that the weeds on 121 Godfrey Street have been cleaned up. She inquired how the Township wants to proceed if no formal complaint is filed. The Supervisors agreed that any violations should be addressed regardless of whether a complaint is filed or not.

The Zoning Officer addressed issues with regards to Mr. Auker's home business. She reported that per Mr. Auker the Building Code Officer is requesting that the structure have ADA compliant ramps, parking, signage, water/sewer, restrooms, etc. Mr. Auker has stated that no customers will be coming to the business; the garage would be used for cutting/assembling cabinets. The Supervisors discussed the BCO's concerns. Supervisor Deck noted that he feels ADA compliance is not needed. Mr. Auker updated the Board and inquired on what he should do next. Mrs. Deck inquired on the Township's Zoning Ordinance and the definitions of a home based business and a home occupancy business. Mr. Auker reported on his discussions with the BCO. Supervisor Feick suggested that the Township contact the BCO to discuss the matter. It was agreed that Supervisor Feick would contact the BCO and then Mr. Auker. The Board thanked Mr. Auker for his time.

STAFF REPORTS

Police Report – Chief Kerschner read the December 2014 Police report as follows:

Activity	Tulpehocken Twp.	Marion Twp.
Miles Patrolled	2460	734
Gallons of Fuel	196	0
Hours of Work	373.5	60
Total Incidents	3	5
Complaints	13	6
Misc. Calls for Service	37	3
Follow-up Investigations	1	2
Telephone	25	2

Assignments		
Comm/Residential to Alarms	2	2
EMS/Fire Advisory	3	5
Traffic Stops	14	3
Citations Issued	19	3
Non-traffic Citations	0	0
Traffic Warnings	0	1
Warrants	1	0
Parking Tickets	0	0
Traffic Accidents	4	2
DUI Arrests	0	1
Misdemeanor/Felony	2	1
Security Checks	52	11
Police Assists	9	0
Motorists Assists	3	0
Court Appearances	7	4
School Hours	0	0

The Supervisors discussed the overtime approval sheet. Chief Kerschner reported that this is not a new practice and has been in place for years.

Road Master's Report – Supervisor Feick read the December 2014 report. The work consisted of equipment maintenance, inspection of 501 Bar & Grill, mixing antiskid & salt, telephone calls/paperwork, sewer maintenance, meter reading, p/u tires/parts, sewer issues, hauling fuel for generators, p/u supplies, cutting weeds (28 Church Street), order/stockpile salt & antiskid, sewer call at Mt. Aetna WWTP, sign maintenance, emergency sewer call and intersection work at Cherry Hill Road and Godfrey Street.

Supervisor Feick advised the Board that he was able to purchase a used spreader for the dump truck for \$600.

Supervisor Feick reported that he has ordered salt and that 100 tons still needs to be purchased before July, 2015.

Supervisor Kramer reported on a problem with one of the trucks spinners. It was agreed that the Township should have a spare spinner hydraulic motor on hand.

The Supervisors discussed keeping the overtime down in the Public Works Department.

Fire Chiefs Report – Supervisor Feick read the monthly and yearly reports for the Keystone Fire Company. There was no report from the Rescue Fire Company for review at this time.

SEWER OPERATIONS

Judgments and Delinquent Sewer Accounts

The Sewer Secretary didn't provide a report for review.

Correspondence from Sean McElroy, US Dept. of Ag – 2015 Budget

The Board discussed the correspondence received from Mr. McElroy and his concerns with regards to raising sewer rates. The Supervisors discussed having a workshop to discuss sewer operations.

Supervisor Feick made a motion to hold a sewer workshop on Tuesday, February 17, 2015 at 6 P.M. The motion was seconded by Supervisor Kramer and passed unanimously (3-0).

A suggested was made to advertise the workshop with the other meeting dates.

Supervisor Kramer made a motion to advertise all of the Township's 2015 meeting dates, including the sewer workshop in the Reading Eagle and the Merchandiser. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

UNFINISHED BUSINESS

2015 Meeting Dates – Motion to advertise the meeting dates

This matter was address at the reorganization meeting and then again under the Sewer Operations discussion.

Discuss hands free cell phone devices for CDL drivers

The Board was provided a memorandum from the Township Secretary dated December 22, 2014 with regards to prices for hands free cell phone devices. The Board agreed not to proceed with purchasing any devices at this time; CDL drivers have agreed to pull over for any telephone calls. Supervisor Deck requested the matter to be put on the February agenda for further discussion.

NEW BUSINESS

Animal Rescue League Agreement and Donation – Motion to sign the 2015 Agreement; the Township contributed \$500 in 2013 and \$750 in 2014

Supervisor Feick made a motion to sign the agreement and make a donation of \$500 for 2015. The motion was seconded by Supervisor Kramer and passed unanimously (3-0).

CORRESPONDENCE

None.

OTHER BUSINESS

The Supervisors discussed putting together a newsletter and questioned the Township Secretary when a newsletter could go out. The Secretary was hopeful that a newsletter would be ready for distribution in May.

Training opportunities offer by the Greater Reading Chamber of Commerce & Industry

The Board agreed they had no interest at this time.

2015 PSAB Annual Conference (April 26 – April 29) – “Shaping the Future Through Advocacy”

The Board agreed they had no interest at this time.

PSAB offering Ethics Act Training and Open Records Act

The Board agreed they had no interest at this time.

FINANCIAL REPORT AND APPROVAL FOR PAYMENT OF BILLS

Account Balances for the end of December 2014 were as follows:

General Account	\$ 5,341.50
FNB Fredericksburg Holding Account	\$ 8,808.07
General Plus Account	\$178,767.40
State Aid Account	\$ 140.99
State Plus Account	\$ 8,898.70
Street Light Account	\$ 8,864.28

Payments of Bills for this January 5, 2015 meeting are:

- General Account combined with the payroll account- Checks #15651 to #15680 in the amount of \$14,250.99
- Street Light Account – Checks #334 in the amount of \$1,179.33
- State Liquid Fuels Account – Checks #180 – 182 in the amount of \$127,305.39
- Camp Calvary Land Dev. Escrow –
- Camp Calvary Inspection Escrow –
- Village Estates Improvements Inspection Escrow –
- Stormwater Inspection Escrow –
- Total Expenses for this meeting – \$142,754.38

Supervisor Kramer made a motion to approve the payments of the bills for this January 5, 2015 meeting. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Sewer Accounts balances for the end of December 2014 are as follows:

Sewer Operation Account – \$19,547.72
Balance in the Sewer Holding Account - \$32,375.44
Debt Service Account - \$403,045.06

Payments of Bills in the Sewer Operation Account for this January 5, 2015 meeting are:

Check #1526 to #1539 in the amount of \$13,960.31

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

ADJOURNMENT OF MEETING

Supervisor Kramer made a motion to adjourn the meeting at 8:57 P.M. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Respectfully Submitted,

Christy Flaherty

Secretary, Tulpehocken Township