

**Tulpehocken Township
Board of Supervisors
Meeting of June 10, 2020**

The Tulpehocken Township Board of Supervisors met on June 10, 2020 in the Township meeting room at 7:02 P.M. In attendance and voting were Supervisors: Chairman Deck, Vice Chairman Richard Kramer and Lester Feick, Supervisor. Also present were Kris Kerschner, Police Chief, and Christy Flaherty, Township Secretary/Treasurer and Heather Claman, Sewer Secretary.

Members of the audience included: Harold Zimmerman, Rebecca Haag, Robert Sattazahn, John Zimmerman and Valerie Zimmerman.

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. John Zimmerman inquired if the Board would allow a travel trailer to be placed on his property located at 28 East Market Street, Myerstown, PA. He submitted his request in writing; he explained that his son will be selling his home and that the trailer would only be there until a new home can be purchased or built. The time frame would be approximately six (6) to nine (9) months. His son's family would use the bathroom and laundry facilities in the house, any waster water from the trailer would be disposed of at a Pennsylvania approved dump station. The Board discussed Mr. Zimmerman's request and agreed to allow the travel trailer to be place on the property.

Supervisor Feick made a motion to allow a travel trailer to be placed on the Zimmerman property located at 28 East Market Street, Myerstown for nine (9) months; to start once the son's current home is sold. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

APPROVAL OF MINUTES

Vice Chairman Kramer made a motion to approve the minutes from the May 13, 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

Motion to adopt Ordinance 2020-1 an amendment to the Property Maintenance Code (Ordinance 2004-5)

*Supervisor Feick made a motion to adopt **Ordinance 2020-1** an amendment to the Property Maintenance Code. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

Escrow Release

Aaron Hoover Dairy Operation (15 Hoover Lane) – Final Release – The Engineer is recommending the final release of Mr. Hoover’s Letter of Credit, current balance is \$13,550

Vice Chairman Kramer made a motion to authorize the final release of Mr. Hoover’s Letter of Credit in the amount of \$13,550. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Correspondence from Zoning Officer

May Update

The Zoning Officer addressed the Lusby property (590 Godfrey Street) with regards to poultry on site. Home owner is working to rehome the birds. Will send an official NOV.

The Zoning Officer addressed the Bazan property (344A Godfrey Street) with regards to poultry on site. Home owner has advised that the majority of the birds have been relocated, explained that the rest would be leaving soon. Will send an official NOV and citation if not removed by specific date.

The Zoning Officer addressed the Sensenig property (4448 Route 419) with regards to property cleanup and vehicles. Property owner is working to clean up the site and deal with vehicle situation.

The Zoning Officer addressed the Leibenguth property (4 Cherry Tree Lane) with regards to vehicles. Property owner has been in touch and is working to remove vehicles and getting vehicles registered/inspected.

The Zoning Officer is requesting to give the above property owners until June 13, 2020 to comply with regards to the violations and if compliance is not met or cleanup is not proceeding citations will be issued.

Motion to authorize Zoning Officer to issue citations to property owners who have not complied

Vice Chairman Kramer made a motion to issue citations if needed. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Mrs. Flaherty reported that there is a property in Mt. Aetna that has goats; Zoning Officer will send letter.

Land Development

None.

STAFF REPORTS

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

ACTIVITY	TULPEHOCKEN TWP	MARION TWP
MILES PATROLLED	2575	719
GALLONS OF FUEL	219	0
HOURS WORKED	401	60
PATROL HOURS	345.5	51
TULPEHOCKEN AREA SCHOOL DIST. HOURS	0	0
TOTAL INCIDENTS	5	3
TOTAL COMPLAINTS	12	8
MISCELLANEOUS CALLS FOR SERVICE	41	3
FOLLOW-UP INVEST	1	1
TELEPHONE ASSIGNMENTS	7	19
COMM/RESIDENTIAL ALARMS	3	0
EMS/FIRE ADVISORIES	18	4
TRAFFIC STOPS	1	0
CITATIONS ISSUED	3	0
NON-TRAFFIC CITATIONS	1	0
TRAFFIC WARNINGS	1	0
WARRANTS	0	0
PARKING TICKETS	0	0
TRAFFIC ACCIDENTS	3	3
DUI ARRESTS	0	0
MISDEMEANOR/FELONY	0	1
SECURITY CHECKS	47	60
POLICE ASSISTS	7	0
MOTORISTS ASSISTS	0	0
COURT APPEARANCES	1	0
SCHOOL HOURS	0	0

Chief Kerschner reported that during the month of May there were 140 calls received through Berks County 911.

The Board inquired how COVID-19 is affecting the Department. Chief Kerschner advised and also updated the Board with regards to the number of calls received with regards to Teen Challenge.

Ms. Haag inquired as to what a security check entails. Chief Kerschner reported what is involved with regards to security checks.

Update regarding Mrs. Claman and Mrs. Flaherty taking on the responsibilities formerly completed by the prior Police Secretary

The Board discussed Mrs. Claman and Mrs. Flaherty taking on the responsibilities of Police Secretary; all parties agreed things are going well. Chief Kerschner inquired on the number of hours being worked. The Board noted that both Secretaries will be working more hours and that no overtime or medical benefits will be offered.

Road Master's Report – Supervisor Feick read the May, 2020 report. The work consisted of working on the new building, lawn mowing, hauling stone for new building, sewer maintenance/repairs, hauling stone, equipment repairs/maintenance, sewer call out, grade shoulders on Wintersville & Host Roads, telephone calls, sign maintenance/repairs, work in shop, landscaping maintenance, tree removal on Four Point Road, remove tree branch from bridge, building repairs/maintenance, cut up tree, met w/Louie Hurst, inspect Green Alley w/Township Engineer, prepare roads for maintenance/repairs, highway mowing, repair pipe on Wintersville Road, patching, transfer dump truck title, prepare Midway Road for black topping, black top Midway and Wintersville Roads, traffic control on Wintersville Road and skin patch Wintersville Road

Supervisor Feick reported that the Greble Road Bridge Project will not happen this year.

Request to sealcoat Wintersville and Salem Roads

Supervisor Feick updated the Board; he discussed the condition of Wintersville and Salem Roads. He also requested sealcoating part of Host Road between Marion Drive and Church Road; noting that would be a separate line item on the bid packet. He has been in touch with Martin's Paving with regards to the projects. If the Board approves, he will reach out to Penn DOT representative Charlie Paris. He estimates the project to cost approximately \$171,000. Looking for a motion to prepare and advertise bid for opening at the July meeting.

Mrs. Flaherty confirmed that the Township did receive their Liquid Fuels money for 2020.

Chairman Deck made a motion to authorize the packet preparation and advertise the bid for sealcoating Wintersville, Salem and Host Roads. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Supervisor Feick advised that West Brunswick Township is selling a twenty (20) ton trailer for \$4,000; he feels that the trailer is in good condition and is currently inspected. He inquired if the Board would like to purchase the trailer.

Chairman Deck made a motion to authorize the purchase of West Brunswick Township's twenty (20) ton trailer for \$4,000. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Supervisor Feick requested permission to remove the bushes located around the flag pole at the Township Building. The Board agreed to remove the bushes.

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

Vice Chairman Kramer commented with regards to a recent fire at a chicken farm on Bricker Road; he suggested that fire companies should be made aware if a controlled burn is happening. Supervisor Feick reported that the fire was not caused as a result of a controlled burn. The Board discussed ways to handle burning.

SEWER OPERATIONS

Judgements and Delinquent Sewer Accounts

The Supervisors discussed sewer operations with regards to judgments and delinquent accounts. Mrs. Claman updated the Board with regards to the Merkey properties (1 Chestnut and 19 West Tanner Streets); noting that the bankruptcy has been dismissed, she will advise the Township Solicitor to continue with civil action.

Supervisor Feick reported that he ordered the eq pumps for the Mt. Aetna plant. He also advised the Board that the telephone number at Mt. Aetna treatment plant may need to be changed; he explained that the pagers keep going off even with the dialer unplugged.

Does the Board wish to waive the finance charges for the 2nd quarter?

The Board agreed not to waive the 2nd quarter finance charges.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Second Amendment Sanctuary

Chairman Deck inquired if the Board would like the Township to become a Second Amendment Sanctuary Township. He advised that Jackson Township, Lebanon County passed a resolution. The Board agreed to discuss the matter further at their July meeting. Mrs. Flaherty will contact Jackson Township, Lebanon County to request a copy of their resolution.

Rebecca Haag would like to discuss the burning ordinance and refuse

Ms. Haag advised that she has reviewed the Burning Ordinance (1992-12) and feels that some items are not being enforced; her main concern is with regards to trash smoldering. The Board discussed burning in the Township. They agreed to post the ordinance on the Township website and to put a notice in with the sewer bill 3rd quarter mailing. If a resident feels that the ordinance is being violated; they should contact the Township, so that the violation can be investigated.

Ms. Haag also commented with regards to junk on properties. The Board advise that a complaint form should be submitted. The also agreed that if a Township employee sees a property that needs to be cleaned up, they should advise the Township Secretary and she will contact the Township Zoning Officer.

Chairman Deck commented with regards to all the land in the United States that is owned by China. He inquired if the Township would like to require all farm land within the Township to be owned by US citizens. He advised that he would like the matter added to the Planning Commission's agenda for discussion. He will reach out to Attorney Hartman, to request that he come to the PC meeting prepared to discuss. Once the PC has completed their discussion, a recommendation would be forwarded to the Board for further discussion.

CORRESPONDENCE

None.

OTHER BUSINESS

Request for Board to authorize the carpets to be cleaned – received a quote from Martin's Floor Coverings in the amount of \$330.90 for cleaning during the day; less 10% off

Mrs. Flaherty advised that she reached out to Martin's Floor Coverings with regards to having the carpets cleaned and receiving the 10% discount. If approved, she would schedule for a Friday.

Vice Chairman Kramer made a motion to authorize the carpets to be cleaned by Martin's Floor Coverings. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Rescheduling the August 12th meeting

The Board discussed rescheduling the August 12th BOS meeting; it was agreed to reschedule the meeting to Monday, August 24th at 7 P.M.

Vice Chairman Kramer made a motion to authorize and advertise that the August meeting is being rescheduled to Monday, August 24th at 7 P.M. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Discuss what type of information the Board would like to see on the website

Mrs. Flaherty recommended that items on the website include ordinances, resolutions, minutes, permit applications and forms. She also suggested that all departments could have their own tab.

Supervisor Feick made a motion to authorize proceeding with Phase II of the website for a cost of \$3,100. The motion was seconded by Chairman Deck and passed unanimously (3-0).

Discuss what day Independence Day will be observed

The Board agreed to observe Independence Day on Monday, July 6, 2020.

Supervisor Feick made a motion for the Township to observe Independence Day on Monday, July 6, 2020. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Mrs. Flaherty advised that Witman Road is the next roadway to be readdressed; will request address changes to be ratified at the July meeting.

FINANCIAL REPORT AND APPROVAL FOR PAYMENT OF BILLS

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

General Account	\$ 44,260.23
First Citizens General Holding Account	\$ 75,057.01
General Plus Account	\$310,183.70
State Aid Account	\$ 207.70
State Plus Account	\$191,939.24
Street Light Account	\$ 23,354.36
Recreation Planning Escrow Account	\$ 26,583.30

Payments of Bills for this June 10, 2020 meeting are:

- General Account combined with the payroll account – Checks #19903 to #19939 in the amount of \$43,150.30
- Street Light Account – Check #449 in the amount of \$1,230.12
- State Liquid Fuels Account –
- 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 – \$44,380.42

Vice Chairman Kramer made a motion to approve the payments of the bills for this June 10, 2020 meeting. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

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

- Sewer Operation Account – \$604.29
- Balance in the Sewer Holding Account - \$240,590.69
- Debt Service Account - \$427,105.00

Payments of Bills in the Sewer Operation Account for this June 10, 2020 meeting are:
Check #2500 to #2510 in the amount of \$83,759.61

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).

EXECUTIVE SESSION

The Board met in *Executive Session* to discuss personnel matters.

The Board agreed to increase Mrs. Claman and Mrs. Flaherty’s hourly rate to \$18.25/hour starting June 15, 2020.

ADJOURNMENT OF MEETING

Supervisor Feick made a motion to adjourn the meeting at 9:10 P.M. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Respectfully Submitted,

Christy Flaherty

Secretary, Tulpehocken Township