

**Tulpehocken Township  
Board of Supervisors  
Meeting of June 10, 2015**

The Tulpehocken Township Board of Supervisors met on June 10, 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 Chris Hartman, Township Solicitor.

Members of the audience included: Lori Deck, Lloyd Schneck, Kevin Brown, Dolores Hill, Ruth Moyer, Sharon Kramer and Mr. & Mrs. Ronald Snyder.

**CALL TO ORDER**

Chairman Gary Deck called the meeting to order at 7:00 P.M.

The meeting continued with the pledge to the American Flag.

**PUBLIC COMMENTS**

Mrs. Hill commented with regards to the fire that occurred on her property in Rehrersburg (115 Godfrey Street) on April 16, 2015. She updated the Board on the buildings and items that were destroyed in the fire. She noted that she hasn't received a report from either of the Fire Marshalls that inspected the property after the fire and that she was advised that the only way to get a copy of the reported is to have it subpoenaed. She inquired on the steps she needs to take to receive her fire escrow money back from the Township. The Board advised her that once the repair work is completed she should submit the escrow release request in writing. Once that is received Supervisor Feick will contact her to inspect the property; he will then advise the Township Secretary that the funds can be released.

*Supervisor Feick made a motion to authorize the release of the fire escrow once the inspection is completed. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

Mr. Snyder reported that he lives in the western end of the Township and commented with regards to the heavy truck traffic on Greenville Road. He inquired if the Township could reduce the roadway's weight limit. Attorney Hartman advised that to make any changes to the roadway a speed study or weight study would need to be conducted. The speed study could be completed by either the Police Department or the Township Engineer. The weight study would need to be completed by the Township Engineer. The Board discussed who is using the roadway. It was noted that trucks delivering or picking up from the scrap yard are using the roadway. Chairman Deck suggested sending correspondence to the scrap yard requesting them to have the trucks use a different route. The Board discussed bonding the road. Mr. Snyder inquired if the Township could just install weight limit signs on Greenville Road to deter the truck traffic. Attorney Hartman noted that the proper procedure would be to conduct the weight study prior to the

installation of weight limit signs. Mrs. Deck suggested installing local traffic only signs. The Board discussed the heavy trucks using the roadway and the fear of the road deteriorating. Attorney Hartman discussed the Township's options being to reduce the speed limit or the weight limit. He suggested that the starting point be to write a letter to the scrap yard requesting them to redirect traffic off of Greenville Road.

*Vice Chairman Kramer made a motion to authorize the Township Secretary to send a letter to the scrap yard requesting them to redirect traffic off of Greenville Road, noting that the Township is concerned with regards to the heavy traffic and the road deteriorating. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

## **APPROVAL OF MINUTES**

*Vice Chairman Kramer made a motion to approve the minutes from the May 13, 2015 Board of Supervisors meeting. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

## **ADMINISTRATIVE ACTIONS**

### **Planning Commission**

***Mervin Martin – Heifer Barn Addition – The Planning Commission is recommending that the Board of Supervisors grant the request for a waiver of land development.***

Attorney Hartman updated the Board on the discussion that took place at the June Planning Commission meeting.

*Supervisor Feick made a motion to grant the wavier of land development for Mervin Martin's Heifer Barn addition. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

### **Solicitor Legal Discussions**

***Ordinance 2015-2 – Amendment of Ordinance 2007-1 (Attorney's fees with regards to the collection of delinquent municipal accounts)***

Attorney Hartman updated the Board. He also discussed the Sewer Rules & Regulations with regards to the collecting of in-house cost associated with delinquent accounts. It was agreed that effective June 10, 2015 the Township would begin charging delinquent accounts an administrative fee and postage charges. It was noted that the Sewer Secretary would need to tract the time/costs associated with those accounts in order to collect.

*Vice Chairman Kramer made a motion to enact Ordinance 2015-2. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

## **Escrow Release**

***Balthaser (7 Gravel Pit Road) – Escrow Release #1 – Ludgate Engineering is recommending the release of \$6,416.03. The remaining balance to be held to complete the project is \$2,920.50.***

*Supervisor Feick made a motion to authorize Escrow Release #1 in the amount of \$6,416.03. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

## **Correspondence from Zoning Officer**

The Zoning Officer addressed the Smith property (238 Godfrey Street); a nice guy letter was sent on June 5, 2015, with regards to the rubbish and weeds on the property. Ms. Smith did contact the Zoning Officer and advised that she is getting a dumpster and will clean up the property. The Zoning Officer will check back with Ms. Smith in a few weeks.

The Zoning Officer addressed the Myers property (123B Godfrey Street); a nice guy letter was sent on June 5, 2015, with regards to rubbish, tires and vehicles on the property. The Zoning Officer has not heard back from the property owner as of yet.

The Zoning Officer addressed the Fry property (121 Godfrey Street); a nice guy letter was sent on June 5, 2015, with regards to weeds on the property. The Zoning Officer has not heard back from the property owner as of yet.

The Zoning Officer addressed the Lanshe property (117 Godfrey Street); a nice guy letter was sent on June 5, 2015, with regards to rubbish on the property. The Zoning Officer has not heard back from the property owner as of yet.

The Zoning Officer addressed the Noll property (7668 Lancaster Avenue); a nice guy letter was sent on June 5, 2015, with regards to rubbish on the property. The Zoning Officer has not heard back from the property owner as of yet.

The Zoning Officer addressed the Kennelly property (15 West Market Street); a nice guy letter was sent on June 5, 2015, with regards to rubbish on the property. The Zoning Officer has not heard back from the property owner as of yet.

The Zoning Officer addressed the Heffner-Davidheiser property (574 Godfrey Street); she reported she has spoken with the property owner's attorney. She did provide the attorney with a copy of the PM code sections. The Attorney reported on her discussions with the property owner and that she will talk with the tenant regarding the vehicles.

The Zoning Officer addressed the Werni property (342 Godfrey Street); she reported on her discussions with Ms. Werni. Attorney Hartman advised that since the Werni's are using the garage and have no driveway that they are in violation of their agreement. He suggested sending further correspondence. The Board agreed to wait another month before taking any action. It was agreed that the Zoning Officer needs to stay on top of the matter.

The Zoning Officer addressed the Goroshko property (105 Teen Challenge Road); she reported that she has not heard back from the property owner since May 14, 2015. It was noted that the property owners had until May, 2015 to remove the storage pods. Mrs. Flaherty advised that on May 14, 2015, she requested Chief Kerschner to drive by to verify if the storage pods were still on site. Chief Kerschner did confirm that the storage pods were still on site. Later that morning Mr. Goroshko stopped by the Township to pick up a Zoning Permit application, to date the Township has not received the application back.

*Vice Chairman Kramer made a motion to authorize the Zoning Officer to send correspondence with regards to the status of the storage pods. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

**LAND DEVELOPMENT**

*None*

**STAFF REPORTS**

**Police Report** – Chief Kerschner read the May, 2015 Police report as follows:

Activity	Tulpehocken Twp.	Marion Twp.
Miles Patrolled	3247	943
Gallons of Fuel	327.5	0
Hours Worked	484	60
Patrol Hours	315	66
Total Incidents	3	3
Total Complaints	17	10
Miscellaneous Calls for Service	54	8
Follow-up Investigations	2	7
Telephone Assignments	23	21
Comm/Residential Alarms	1	0
EMS/FIRE Advisories	11	7
Traffic Stops	47	2
Citations Issued	48	4
Non-Traffic Citations	0	1
Traffic Warnings	1	0
Warrants	0	0
Parking Tickets	0	0
Traffic Accidents	2	4

DUI Arrests	0	0
Misdemeanor/Felony	0	0
Security Checks	64	7
Police Assists	15	10
Motorists Assists	1	0
Court Appearances	2	5
School Hours	0	0

Chief Kerschner reported that during the month of May there were 175 calls received through Berks County 911 for police services.

Vice Chairman Kramer inquired with regards to the security checks. Chief Kerschner reported who or what qualifies as a security check.

Chairman Deck inquired with regards to the Berks County 911 calls. Chief Kerschner reported on the types of calls associated with the Berks County 911 calls.

Chief Kerschner advised that the officers will be attending CPR & AED training on July 12, 2015 and that the PA Buckle Up Grant detail has been completed. He also reported that the Tahoe and Crown Victoria will need new tires, these items fall under the State contract. He will get prices for review at the July meeting.

***Renew the Memorandum of Understanding between the Township Police and Tulpehocken Area School District – Authorize Chairman to sign agreement***

The Board was provided with a copy of the Memorandum of Understanding for their review.

*Supervisor Feick made a motion to authorize the Chairman to sign the agreement. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

Chairman Deck inquired if the Township has received any news with regards to providing police coverage for the School District. Chief Kerschner and Mrs. Flaherty reported that they have not heard anything from the School District. Chief Kerschner reported that the Department now has a key card to access the schools is there is a situation.

***Road Master’s Report*** – Supervisor Feick read the May, 2015 report. The work consisted of meeting with Burkholder Paving, Landis Deck and Reber re: Teen Challenge Road project, read meters, sewer maintenance/checks, telephone calls/paperwork, meet with Township Engineer, work in shop, mow lawns, road maintenance/patching/pot holes, equipment repairs/maintenance, sign maintenance, traffic study, work at sewer plants, pick up parts/supplies, check storm sewer in Mt. Aetna, check on tree trimming, check on manhole problem, work on Greenville Road, meeting with Leonard Martin and work on Teen Challenge Road project.

Supervisor Feick update the Board with regards to tying into the State pipe on Teen Challenge Road. He purchased the pipe from Chemung for a cost of \$486.42.

*Supervisor Feick made a motion to ratify the purchase of pipe from Chemung for a cost of \$486.42. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

Supervisor Feick commented with regards to areas in the Township needing tree trimming and advised that he would contact Stoltzfus Professional Tree Service to set that up. He also reported that he has ordered stone from Martin Limestone.

Mr. Schneck inquired if the Township would be having the streets swept this year. Supervisor Feick advised that the street sweeping will take place sometime in June. He noted that next year he will call sooner to schedule the roads to be swept.

The Board discussed ordering more salt under the current State contract; it was noted that the Township could order up until August 1<sup>st</sup>. The Board discussed the three (3) loads that were borrowed over the winter. Marion Township is not ready for their load yet. Upper Tulpehocken can accept their two (2) loads. Supervisor Feick will order salt in the next month or so.

***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.

#### ***Scott & Lorraine Jackson – 18 East Market Street***

The Board discussed the recent payment/correspondence received from the Jackson's and agreed to wait until the July meeting before taking any action.

### ***Sewer Waiver Requests***

#### ***Betty Parson (Dorothy Kintzer – 7679 Lancaster Avenue, Mt. Aetna) – Requesting a waiver of sewer user fees***

*Vice Chairman Kramer made a motion to grant Ms. Parson's (Dorothy Kintzer – 7679 Lancaster Avenue, Mt. Aetna) - waiver of sewer user fees. The motion was seconded by Chairman Deck and passed unanimously (3-0).*

Mr. Schneck noted that he is against granting sewer waivers and commented with regards to the Township increasing the monthly sewer rate by \$5.

Mrs. Kramer noted that she does not have any issues with regards to the monthly increase, is thankful that it was not more and that other municipalities are paying much more.

Attorney Hartman commented that some finance companies will not offer financing to municipalities whose sewer customers pay less than \$125 per month.

***Update Regarding 4 Deck Road – Correspondence received from Mr. Bashore dated May 9, 2015 – Attorney Hartman recommends that the abandoned septic tank be inspected by the Township (email dated May 27, 2015)***

The Board discussed the matter and agreed that further correspondence should be sent.

*Supervisor Feick made a motion to authorize the Sewer Secretary to send correspondence advising that an inspection of the abandoned septic tank needs to be completed, the prior correspondence from 2006 should also be included. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

### ***Village Estates***

Supervisor Feick updated the Board on his meeting with Mr. Leonard Martin (Village Estates) and discussions with regards to the trash basket that is to be installed ahead of the pump station. He noted that the basket would need to be cleaned out every couple of days and inquired if the basket should be required. It was noted that the basket could be installed at a later date.

*Supervisor Feick made a motion to omit the installation of the trash basket at this time and to authorize the Township Secretary to send correspondence to Mr. Martin advising of the Township's decision. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

### **UNFINISHED BUSINESS**

*None*

### **NEW BUSINESS**

***Citizen's Complaint received from Darla M. Mays with regards to 15 West Market Street, Mt. Aetna (Kennelly Property) – The lawn needs to be mowed.***

It was noted that the Zoning Officer did send correspondence to Ms. Kennelly with regards to the lawn needing to be mowed. Attorney Hartman reported that according to County records the property is still owned by Ms. Kennelly. He suggested sending the Notice of Violation by certified mail. If the certified letter is returned to the Township undeliverable the Township can then post the property and mow. The Board discussed if it comes to the Township mowing the property, a lien will be filed for those expenses. Vice Chairman Kramer discussed the number of times required by the State to notify a property owner before the Township can step in to do something.

**CORRESPONDENCE**

*Berks County Associations of Township Officials – Is there anything they would like to see changed or for PSATS to work on?*

The Board agreed that they had nothing at this time.

**OTHER BUSINESS**

*PA Township News Subscriptions*

Mrs. Flaherty updated the Board with regards to the number of subscriptions that the Township is paying for and questioned if all parties receiving the magazine should continue next year. The Board agreed that the Planning Commission members should be asked if they would like to continue receiving the monthly magazine, the Township Auditors will not receive the magazine next year and that the Chairman of the Recreation Board should start receiving the magazine.

*Pipeline Task Force (email from Holly Fisher, dated 6/8) – Is the Township interested in serving on the task force?*

The Board is not interested at this time.

*Reminder – July 8, 2015 at 6 P.M. – Special meeting to review the 2<sup>nd</sup> quarter of the 2015 Budget*

Chairman Deck reminded everyone with regards to the budget meeting schedule for July 8, 2015.

*Discuss Energy Providers – Electric Rates – Current contract ends July 25, 2015*

The Board agreed that once the current contract with First Energy expires on July 25, 2015, to use Met-Ed for the Township’s energy supplier.

*Township Picnic*

Chairman Deck discussed hosting a Township picnic at his property on Sunday, June 28<sup>th</sup> at 1 P.M. It was requested for everyone to bring a dish. Invitations would be given to employees and sent out to all of the members on the Planning Commission, Recreation Board, Zoning Hearing Board, Township Auditor’s and professionals (Ludgate and Hartman offices).

**FINANCIAL REPORT AND APPROVAL FOR PAYMENT OF BILLS**

Account Balances for the end of May, 2015 were as follows:

General Account	\$ 78,797.43
FNB Fredericksburg Holding Account	\$ 12,963.61
General Plus Account	\$178,776.54

State Aid Account	\$ 59.39
State Plus Account	\$160,664.23
Street Light Account	\$ 17,991.27

Payments of Bills for this June 10, 2015 meeting are:

General Account combined with the payroll account- Checks #15978 to #16017 in the amount of \$48,935.35  
 Street Light Account – Check #339 in the amount of \$1,209.63  
 State Liquid Fuels Account –  
 Camp Calvary Land Dev. Escrow –  
 Camp Calvary Inspection Escrow –  
 Village Estates Improvements Inspection Escrow –  
 Stormwater Inspection Escrow –  
 Total Expenses for this meeting – \$50,144.98

*Supervisor Feick made a motion to approve the payments of the bills for this June 10, 2015 meeting. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

Sewer Accounts balances for the end of May, 2015 are as follows:

Sewer Operation Account – \$5,028.77  
 Balance in the Sewer Holding Account - \$124,585.07  
 Debt Service Account - \$403,086.71

Payments of Bills in the Sewer Operation Account for this June 10, 2015 meeting are:

Check #1593 to #1602 in the amount of \$90,517.10

*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 8:39 P.M. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

Respectfully Submitted,  
*Christy Flaherty*  
 Secretary, Tulpehocken Township