

**Tulpehocken Township
Board of Supervisors
Meeting of March 9, 2016**

The Tulpehocken Township Board of Supervisors met on March 9, 2016 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 and Christy Flaherty, Township Secretary/Treasurer and Chris Hartman, Township Solicitor.

Members of the audience included: Mr. & Mrs. Ron Snyder, Robert Sattazahn, Lloyd Schneck and Jake Derr.

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

Mr. Derr commented with regards to a residence on East Market Street having a large rut/ditch in front of the mailbox and the road being undermined. He inquired as to who is responsible to repair the rut. The Board discussed the matter and agreed that the Township would fill in the rut.

Mr. Derr inquired as to the time frame for the repairs to be completed on Stouchsburg Road. Supervisor Feick reported that the pipe needed for the repair project has been ordered. The Board was hopeful that the project would be completed by mid-May.

Mr. Schneck commented with regards to tractor trailers having issues with backing in to the facility located at 458 Godfrey Street.

APPROVAL OF MINUTES

Vice Chairman Kramer made a motion to approve the minutes from the February 10, 2016 Board of Supervisors meeting. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

ADMINISTRATIVE ACTIONS

Planning Commission

Camp Calvary Final Plan: Time expires March 24, 2016 (time extension letter dated February 25, 2016) – Members of the Planning Commission recommended granting the 180 day time extension.

Supervisor Feick made a motion to grant the 180 day time extension request for Camp Calvary. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Solicitor Legal Discussions

Attorney Hartman provided the Board with a sample ordinance regarding the inspection of on-lot septic systems; the matter was discussed by the Board at a prior meeting. He updated the Board with regards to what is being proposed in the ordinance.

Escrow Release

None.

Correspondence from Zoning Officer

The Zoning Officer addressed the Noll property (7668 Lancaster Avenue). Some of the property has been cleaned; she will send a nice guy letter reminding them to continue with the cleanup.

The Zoning Officer addressed the Goroshko property (105 Teen Challenge Road). The trailers/pods have been removed; the property is in compliance and the complaint closed.

The Zoning Officer addressed the Davidheiser property (574 Godfrey Street). The vehicles are back; there is also some construction material and heavy equipment. She recommends that the Township begin legal proceedings from the December, 2015 NOV.

The Zoning Officer addressed the Zimmerman property (354A Godfrey Street). There are four (4) sheds located on the property; she will send a nice guy letter advising that the sheds were not an approved use and placed without a permit.

The Zoning Officer addressed the Proulx property (10 West Market Street). There are storage pods on the property; the property owner has not responded to the nice guy letter. She recommends sending a NOV.

The Zoning Officer addressed the Fry property (121 Godfrey Street). The weeds have been cut, so that violation can be closed. However, there is construction debris and wood/brush located in the rear of the property; a nice guy letter has been sent.

The Zoning Officer addressed the Meyers property (123B Godfrey Street). There is still rubbish and vehicles on the property; will send a reminder letter to continue the cleanup effort.

The Zoning Officer addressed the Lanshe property (117 Godfrey Street). Some progress has been made with regards to cleaning up the property, but more is still needed. A camper and trailer still need to be removed; one (1) trailer has been removed. She will send a reminder letter to continue with the cleanup.

The Zoning Officer addressed the Micka property (204 Deck Road). A complaint was received in February with regards property upkeep. She feels that the property appears to fit the surrounding area and will revisit the site in the spring. If she feels there is a problem she will contact the property owner.

Citizen’s Complaint regarding Mt. Meadows Development – There is a trailer with a sign/advertisement parked on the lawn south of the model home

The Zoning Officer addressed the complaint and reported that she will contact the developer to have it removed.

Land Development

None.

STAFF REPORTS

Police Report – Chief Kerschner read the February, 2016 Police report as follows:

ACTIVITY	TULPEHOCKEN TWP	MARION TWP
MILES PATROLLED	2942	915
GALLONS OF FUEL	320.5	0
HOURS WORKED	480	60
PATROL HOURS	322.75	59.3
TULPEHOCKEN AREA SCHOOL DIST. HOURS	23	0
TOTAL INCIDENTS	2	0
TOTAL COMPLAINTS	8	8
MISCELLANEOUS CALLS FOR SERVICE	48	3
FOLLOW-UP INVEST	2	0
TELEPHONE ASSIGNMENTS	16	7
COMM/RESIDENTIAL ALARMS	4	7
EMS/FIRE ADVISORIES	11	6
TRAFFIC STOPS	17	2
CITATIONS ISSUED	17	2
NON-TRAFFIC CITATIONS	0	0
TRAFFIC WARNINGS	3	0
WARRANTS	0	0
PARKING TICKETS	0	0
TRAFFIC ACCIDENTS	5	1
DUI ARRESTS	1	0
MISDEMEANOR/FELONY	1	0
SECURITY CHECKS	58	37
POLICE ASSISTS	6	0
MOTORISTS ASSISTS	3	3

COURT APPEARANCES	1	1
SCHOOL HOURS	0	0

Chief Kerschner reported that during the month of February there were 120 calls received through Berks County 911 for police services. He also advised that the Officers would be attending two (2) days of schooling this month.

Vice Chairman Kramer reported that the Police cruiser that was being stored in one of the sewer plant garages needed the battery charged and recommended that the Township purchase a trickle charger; the cost is approximately \$40. The Board agreed to authorize the purchase.

Vice Chairman Kramer made a motion to for the Township to purchase a trickle charger for approximately \$40. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Road Master’s Report – Supervisor Feick read the February, 2016 report. The work consisted of sewer maintenance, meter reading, telephone calls, paperwork, equipment maintenance, clean/check culvert boxes, clean dump trucks, complete Emergency Management paperwork, meeting with Joe Body re: Village Estates, meeting with Township Engineer re: dairy operation, meeting with Andy Stump, change water filter, wash trucks/garage floor, sign repairs, PA One calls, snow event, stock pile antiskid, mix salt and antiskid, work in shop, sewer paperwork, meeting with Randy from Connect-tek, pick up parts, attend open house at Eblings, attend seminar regarding LED Street Lighting, meeting with Pete from Bethel Township, sewer issues, driveway permits, close roads, collect barricades, work on Stouchsburg Road, cleanup roads from flooding, work at the Township building, salt icy roads, cut up trees/remove branches, meeting with fire extinguisher man and check on wheels for loader.

The Board discussed purchasing wheels for the loader. Supervisor Feick reported that he had a price from Plaster for approximately \$950/per wheel.

Supervisor Feick made a motion to authorize the purchase of two (2) wheels for the loader for an approximate cost of \$1900. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Chairman Deck requested Supervisor Feick to provide the Board with a budget of proposed Public Work’s projects for this year; he would like to discuss the matter at the April meeting.

The Board discussed the mowing that the Township does for PennDot and questioned if it is worth it. It was suggested that the costs incurred to the Township be tracked.

Supervisor Feick reported that he needs to order stone for the Stouchsburg Road project. The Board discussed having the stone delivered to the job site.

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

SEWER OPERATIONS

Chairman Deck commented with regards to the Mt. Meadows development being permitted to only connect five (5) homes to the system per year. The Board discussed the Township pump stations with regards to the DEP perimeters. Supervisor Feick again updated the Board on the discussions that took place at the meeting on January 21, 2016 with the representative from DEP; noting that no new connections are permitted until DEP is satisfied. The Board discussed the Corrective Action Plan, the sizes of the pumps and the amount being pumped per day. Supervisor Feick noted that DEP does not want the second pump to kick in. Supervisor Feick reported that to meet the DEP perimeters the Township needs to install meters and replace the impellers with larger ones; he noted that DEP has not issued the permits for the Township pump stations and wants an action plan. The Board discussed the number of houses built in Mt. Meadows in the last year. Supervisor Feick advised that once the action plan is accepted by DEP he is hopeful that if everything is okay for the next six (6) months that the Township could request to have the CAP removed. Attorney Hartman commented with regards to the possibility of the developer being more active than building five (5) homes per year and suggested that the Township go back to DEP and request an adjustment. It was agreed that the DEP is using this as a tool to get the Township to do what they want. The Board discussed I&I issues with the sewer system. Supervisor Feick reported that he was going to request that the Board approve having the lines televised. The Board agreed that televising the lines is a good idea and requested Supervisor Feick to get some prices. The Board discussed the current issues at the pump stations and future issues at the treatment plant. Supervisor Feick noted to satisfy the CAP the Township needs to install the new meter and change the impellers before the end of the month. The cost of the meter is \$8,900. Mr. Sattazahn inquired if the pump can handle a larger impeller. Supervisor Feick advised that per the pump salesman yes; he also reported that other Township are having the same issues with the DEP and noted that the meters need to be set up to read peak hours not by the day. Supervisor Feick reported that Keystone Builders are aware of the CAP only permitting five (5) hook ups per year. Mr. Derr inquired who pays for the changes to the system; he thought that the developer pays for the changes. The Board advised that this is not the developers' problem. Attorney Hartman noted that this is a maintenance issue. Mr. Derr commented that he did not want to see a sewer increase. Supervisor Feick suggested having the Sewer Secretary draft a notice to property owners hooked into the public sewer advising that no sump pumps or rain leaders should be hooked into the system and that sometime soon the Township will be conducting a smoke test. The Board agreed that was a good idea. Supervisor Feick reported that he would like to go into a home in Mt. Meadows to check the plumbing and questioned if the Township has the right. Attorney Hartman reported that the Township does have the right with the property owners' permission. Chairman Deck suggested checking house traps. Supervisor Feick reported that he does do drive by inspections. Chairman Deck suggested doing a walking inspection. Attorney Hartman advised Supervisor Feick that if he needs help getting into a property to let him know. The Board agreed that the whole system should be inspected.

Judgments and Delinquent Sewer Accounts

The Supervisors discussed sewer operations with regards to judgments and delinquent accounts.

Sewer Waiver Requests

None.

Sewer Liability Insurance Policy – current policy expires April 7, 2016 – need to make a decision to renewal with Admiral Insurance Company (\$14,201.00 for a three (3) year policy) or change carriers – quote received from Hamilton Specialty Insurance Company (\$14,084.77 for a three (3) year policy)

The Board discussed the proposals and agreed to continue coverage with Admiral Insurance Company.

Supervisor Feick made a motion to renewal the Sewer Liability Insurance policy with Admiral Insurance Company for \$14,201.00 for a three (3) year policy. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

UNFINISHED BUSINESS

None.

NEW BUSINESS

State Salt Contract for 2016/2017 – Contract is due March 15, 2016 – 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 2016/2017 State Salt Contract. The motion was seconded by Supervisor Kramer and passed unanimously (3-0).

Zoning Hearing Board Application – Hebron Mennonite Church (40 Ketterman Hill Road) – Zoning Hearing scheduled for Monday, March 21, 2016

Chairman Deck advised on the Planning Commission's recommendations which included the following:

- That the proper setbacks be met.
- That a screening made of a type of evergreen plant or ornamental fencing be placed along the property line along all three (3) sides of the proposed cemetery.
- That the applicant contacts the adjoining property owners for their input on the screening.

The Board agreed that they had no issues with the Planning Commission's recommendations.

Mowing Contract with PennDot - \$17,591.97 is the amount of the 2016, 2017 & 2018 mowing contract. Motion to sign agreement and adopt Resolution 2016-4

Supervisor Feick made a motion to sign the Agreement and adopt Resolution 2016-4 for the 2016, 2017 & 2018 mowing contract with PennDot. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Health Insurance Renewal – Capital Blue Cross Health Care renewal – The rate has increased approximately 1.06%

Vice Chairman Kramer made a motion to renew the Health Care Insurance with Capital Blue. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

CORRESPONDENCE

Chairman Deck commented with regards to the correspondence received from Dieffenbach's Potato Chips, Inc. dated February 15, 2016 thanking the Roads Department for the amazing job keeping the roads clear.

OTHER BUSINESS

Shank Door – DEP Violation

Chairman Deck commented with regards to the violation Shank Door received from the DEP; he feels that the Township needs to get involved. Attorney Hartman reviewed the violation and suggested that the Township contact their State Representative.

Meeting with Bethel Township Board of Supervisors to discuss possible Police merger or jointure – The meeting is scheduled for March 16, 2016 at 6:30 P.M. at the Bethel Township Municipal Building

Chairman Deck updated the public that the Board will be meeting with the Bethel Township Supervisors to discuss the possible merger or jointure of the two (2) Police Departments on March 16, 2016 at 6:30 P.M. at the Bethel Township Municipal Building; he invited the public to attend.

Discuss Street Lighting Rate Schedules and LED Lights

Supervisor Feick updated the Board on the street lighting seminar that he attended; he also noted that the Township's ten (10) year contract with Met Ed has expired. He advised that if the Township were to switch to LED lighting it would be a cost savings of approximately \$514.83 per month and that there would be no cost to the Township to switch. The Township leases fifty-three (53) lights in Mt. Aetna and thirty-four (34) in Rehrersburg for a total of eighty-seven (87) lights. He is requesting the Board consider switching to LED lights and installing two (2) new streetlights in Rehrersburg; one behind the funeral home (Church & Rehrer Streets) and one by Lions Park (Lions Park Drive & Teen Challenge Road). The poles are already in place. He was also approached by John Zimmerman with regards to the Township taking over a streetlight located by his property at 40 West Market Street (corner of West Market Street, Greble Road & Woleber Road). Mr. Derr inquired who would pay the streetlight footage charge for the light near 40 West Market Street. The Board agreed that the properties located in that area would pay. The Board was unsure if the Mennonite School pays the Street Light Tax.

Supervisor Feick made a motion to install two (2) streetlights in Rehrersburg; one behind the funeral home (Church & Rehrer Streets) and one by Lions Park (Lions Park Drive & Teen Challenge Road) and to dedicate one (1) streetlight in Mt. Aetna at 40 West Market Street (corner of West Market Street, Greble Road & Woleber Road) to the Township and for the Township to install LED lighting to the streetlights. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

It was agreed that the Township would need to notify Med Ed and the County with regards to the installation of the two (2) new streetlights and the dedication of the one (1).

Mr. Derr inquired if there are any towns close by to see what the LED lights will look like. Supervisor Feick advised that the Met Ed site in Lebanon off of 5th Avenue has LED lighting.

Attorney Hartman reported on how streetlights can be billed.

Chairman Deck suggested that the Street Light Tax could be reduced.

The Board discussed borrowing from the Street Light Fund if needed. Attorney Hartman reported the Township is a loud to borrow from the fund; noting that he would not recommend.

Attorney Hartman reported that even if a property is exempt from Real Estate Taxes they are still subject to the Street Light Tax, so the Township can still collect from churches/schools.

10th Annual Berks Municipal Officials Dinner – Thursday, March 31, 2016

The Board discussed the 10th Annual Berks Municipal Officials Dinner scheduled for Thursday, March 31, 2016. It was agreed that Chairman Deck, Vice Chairman Kramer and Supervisor Feick would be attending the dinner.

Request from Jessica Hartranft to donate/sponsor her for the MS walk

The Board discussed the request received from Mrs. Hartranft and agreed that the Township would rather not at this time. Mr. Derr suggested she contact the local Fire Department to see if they would be interested. It was agreed to have Mrs. Flaherty notify Mrs. Hartranft of the Board's decision and Mr. Derr's suggestion.

Motion to adopt Resolution 2016-5; 2016 Comprehensive Fee Schedule

*Supervisor Feick made a motion to amend **Resolution 2015-4** (Comprehensive Fee Schedule) and adopt **Resolution 2016-5** (Comprehensive Fee Schedule). The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

Motion to adopt Resolution 2016-6; Appointment of Larry Dean Martin to the Zoning Hearing Board to fill a vacant position (term expires 12/31/16)

Vice Chairman Kramer made a motion to adopt **Resolution 2016-6, Appointment of Larry Dean Martin to the Zoning Hearing Board**. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Chairman Deck requested anyone interested in being an alternate to contact the Township.

Police Department Security

The Board discussed adding the Police Department Security correspondence to the Employee Handbook. Attorney Hartman agreed that the correspondence can be in the handbook, but that new employee's should also continue to sign to acknowledge receipt of the correspondence.

Supervisor Feick made a motion to add the document to the handbook. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Mr. Sattazahn invited the Board to attend the legislative banquet at the Kutztown Grange on April 8th; he noted that cost of dinner for one (1) Supervisor would be paid for by the Marion Grange. The Board discussed the invitation and agreed that Vice Chairman Kramer would attend. Chairman Deck advised that he would also attend and purchased his ticket.

FINANCIAL REPORT AND APPROVAL FOR PAYMENT OF BILLS

Account Balances for the end of February, 2016 were as follows:

General Account	\$ 43,925.21
First Citizens General Holding Account	\$ 10,114.75
General Plus Account	\$178,787.16
State Aid Account	\$ 68.30
State Plus Account	\$ 37,841.11
Street Light Account	\$ 8,375.36

Payments of Bills for this March 9, 2016 meeting are:

General Account combined with the payroll account- Checks #16551 to #16584 in the amount of \$31,563.30

Street Light Account – Check #348 in the amount of \$1,215.83

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 – \$32,779.13

Vice Chairman Kramer made a motion to approve the payments of the bills for this March 9, 2016 meeting. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Sewer Accounts balances for the end of February, 2016 were as follows:

Sewer Operation Account – \$2,241.12
Balance in the Sewer Holding Account - \$118,976.44
Debt Service Account - \$403,307.54

Payments of Bills in the Sewer Operation Account for this March 9, 2016 meeting are:
Check #1713 to #1726 in the amount of \$14,693.28

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 9:10 P.M. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Respectfully Submitted,

Christy Flaherty

Secretary, Tulpehocken Township