

**Tulpehocken Township
Board of Supervisors
Meeting of November 13, 2019**

The Tulpehocken Township Board of Supervisors met on November 13, 2019 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.

Members of the audience included: Robert Sattazahn, Josh Bollinger and Bill Powell (Teen Challenge).

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. Sattazahn commented with regards to Host Church installing a new sign along Rt. 419. The Board discussed if a permit was applied for. Mrs. Flaherty could not find one, but wanted to confirm with the Zoning Officer; she requested for one of the Police Officers to take photos and forward them to the Township email.

APPROVAL OF MINUTES

Vice Chairman Kramer made a motion to approve the minutes from the October 9, 2019 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

Earl Ray & Carol Martin (20 Deck Road) – Partial LOC Release – The Engineer is recommending a release of \$74,482.30, retaining \$30,884.70. The Martin’s submitted a Letter of Credit in the amount of \$105,327. If the Board chooses, would need a motion to authorize a partial release of the Martin’s LOC

Supervisor Feick made a motion to authorize a partial release of the Martin's Letter of Credit in the amount of \$74,482.30. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Correspondence from Zoning Officer

October Update

The Zoning Officer addressed the Sensenig property (4448 Route 419) with regards to vehicles; a nice guy letter was sent.

The Zoning Officer addressed the Gibble property (349 Godfrey Street) with regards to no heat at the post office; a nice guy letter was sent.

Land Development

None.

STAFF REPORTS

Police Report – Chief Kerschner read the October, 2019 Police report as follows:

ACTIVITY	TULPEHOCKEN TWP	MARION TWP
MILES PATROLLED	2632	740
GALLONS OF FUEL	227.5	0
HOURS WORKED	431	60
PATROL HOURS	313.75	44.25
TULPEHOCKEN AREA SCHOOL DIST. HOURS	29.5	0
TOTAL INCIDENTS	4	2
TOTAL COMPLAINTS	11	6
MISCELLANEOUS CALLS FOR SERVICE	19	6
FOLLOW-UP INVEST	6	1
TELEPHONE ASSIGNMENTS	24	4
COMM/RESIDENTIAL ALARMS	2	1
EMS/FIRE ADVISORIES	17	8
TRAFFIC STOPS	12	4
CITATIONS ISSUED	9	4
NON-TRAFFIC CITATIONS	4	0
TRAFFIC WARNINGS	1	0
WARRANTS	0	0
PARKING TICKETS	0	0
TRAFFIC ACCIDENTS	4	1
DUI ARRESTS	1	0
MISDEMEANOR/FELONY	1	1
SECURITY CHECKS	63	28
POLICE ASSISTS	10	0
MOTORISTS ASSISTS	0	0

COURT APPEARANCES	1	0
SCHOOL (TRAINING) HOURS	0	0

Chief Kerschner reported that during the month of October there were 153 calls received through Berks County 911. He advised that the new computer system In-Synch will be installed in December, 2019 and billed in January, 2020. He also reported that the Tahoe needs a new computer docking station; Radio Maintenance would install for approximately \$800. The Tahoe also needs new light bulbs.

Supervisor Feick made a motion to authorize Radio Maintenance to install a new docking station in the Tahoe for a cost of approximately \$800. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Chief Kerschner reported that things have been going well with regards to Teen Challenge. Mr. Powell advised the Board that Teen Challenge has enacted several policy changes.

Road Master’s Report – Supervisor Feick read the October, 2019 report. The work consisted of sewer repairs/maintenance, meter reading, work in shop, ordering supplies for sewer, meet with Teen Challenge representatives, sign maintenance, trim branches, meet with Mrs. Hill, attend BCPW meeting, highway mowing, mow lawns, paperwork, equipment repairs/maintenance, trim grass and weeds at pump stations, haul antiskid, attend conservation training, telephone calls, milling black top on West Market Street & Little Swatara Church Road, prepare for black topping, p/u parts/supplies, black topping on Market Street, Little Swatara Church Road, Airport Road, Cherry Hill Road & Witman Road, tree on Four Point Road, review plans for Lancaster Avenue pump station, met w/Township Engineer, mark off Host Road for patching, fix pipe on Greble Road and Hunsicker Lane, cut out mill spots on Host Church Road, fill in a bridge on Stouchsburg Road, work on driveway at Lancaster Avenue pump station, patch shoulders on Host Road, patch milled spots on Host Church Road and patch wash outs

Update on purchasing the 2004 7500 International dump truck from Jackson, Township, Lebanon County. Correspondence was received from Brian Hoffman advising on repair expenses recently incurred and the request for Tulpehocken Township to pay ½ of the costs. Would like a motion ratifying the purchase price of the truck from \$35,000 to \$38,184.26. Mr. Hoffman also advised that their new truck should be delivered in December.

Supervisor Feick made a motion to ratify the purchase price of the 2004 7500 International single axel dump truck with plow and spreader from \$35,000 to \$38,184.26. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

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; they also noted how long it seems to be taking for the judgement consolidation process.

UNFINISHED BUSINESS

Motion to adopt Ordinance 2019-3, enacting a \$52 per year Local Services Tax

*Vice Chairman Kramer made a motion to adopt **Ordinance 2019-3**; enacting a \$52 per year Local Services Tax. The motion was seconded by Supervisor Feick and passed unanimously (3-0)*

Motion to adopt Resolution 2019-9, appointing Berks EIT to collect the LST

*Vice Chairman Kramer made a motion to adopt **Resolution 2019-9**; appointing Berks EIT to collect the LST. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

Pole Building Update

The Board review the sketches provided by Mack Engineering for a 60'(W) x 50'(D) x 16'(H) pole building to store Public Works equipment. Supervisor Feick will work on putting together the bid packet. The Board budgeted \$66,000 in 2020 from the Building Maintenance Fund.

NEW BUSINESS

Reorganization 2020 – Reorganization meeting is Monday, January 6, 2020. We need to set the time and advertise the meeting. Last year the meeting was at 6 P.M.

Vice Chairman Kramer made a motion to advertise the 2020 Reorganization meeting for Monday, January 6, 2020 at 6 P.M. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

2020 Meeting Dates – Motion to advertise meeting dates

The Board reviewed the 2020 meeting dates and agreed to change the November meeting to Tuesday, November 10th at 7 P.M.

Vice Chairman Kramer made a motion to advertise the 2020 meeting dates. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

CORRESPONDENCE

Crime Alert Berks County is asking for a contribution; the Township contributed \$100 in 2012, \$150 in 2013, 2014 and 2015, and \$200 in 2016, 2017 & 2018. Would the Board like to make a donation in 2019?

Supervisor Feick made a motion to contribute \$200 in 2019 to Crime Alert of Berks County. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

OTHER BUSINESS

Appointment of CPA Auditor – Would like to advertise no later than December 5, 2019 for the appointment of the Township CPA Auditor and their applicable fees for the Fiscal Year 2020 Annual Audit. The Fee for RKL to perform the audit is \$11,450

Supervisor Feick made a motion to authorize advertisement of the Resolution to appoint RKL as the CPA auditor. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Approve request to purchase a Fire King filing cabinet – received two (2) quotes

- ***Staples - \$1,914.79***
- ***JDM - \$1,799***

Mrs. Flaherty reported that she was able to get JDM to reduce the price by \$25 and offer free delivery; the new price would be \$1,774.

Supervisor Feick made a motion purchase a Fire King filing cabinet from JDM for \$1,774. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Need a motion to readdress the following properties:

- ***PIN #86432900977931 as 4 Host Church Road (formally 5145 Route 419)***
- ***PIN #86000000000035 as 8 Host Church Road (formally 2 Host Church Road)***
- ***PIN #86000000000040 as 9 Host Church Road (formally 5 Host Church Road)***
- ***PIN #86000000000011 as 15 Host Church Road (formally 7 Host Church Road)***
- ***PIN #86000000000011 (Verizon Telecommunications Equipment) as 25 Host Church Road (formally 15 Host Church Road)***
- ***PIN #86433900480365 as 30 Host Church Road (formally 12 Host Church Road)***
- ***PIN #86443000213083 (Caretaker House) as 76 Host Church Road (formally 34 Host Church Road)***
- ***PIN #86443000213083 (Church) as 80 Host Church Road (formally 36 Host Church Road)***

Supervisor Feick made a motion to readdress the following properties:

- ***PIN #86432900977931 as 4 Host Church Road (formally 5145 Route 419)***
- ***PIN #86000000000035 as 8 Host Church Road (formally 2 Host Church Road)***
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- ***PIN #86443000213083 (Church) as 80 Host Church Road (formally 36 Host Church Road)***

The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

FINANCIAL REPORT AND APPROVAL FOR PAYMENT OF BILLS

Account Balances for the end of October, 2019 were as follows:

General Account	\$167,471.24
First Citizens General Holding Account	\$ 12,833.91
General Prime Account	\$307,223.55
State Aid Account	\$ 29.25
State Prime Account	\$ 26,994.92
Street Light Account	\$ 17,078.46
Recreation Planning Escrow Account	\$ 32,608.61

Payments of Bills for this November, 2019 meeting are:

- General Account combined with the payroll account – Checks #19451 to #19485 in the amount of \$29,413.20
- Street Light Account – Check #442 in the amount of \$1,184.38
- State Liquid Fuels Account – Check #216 in the amount of \$445.83
- Recreation Fund –
- Recreation Planning Escrow – Check #108 in the amount of \$3,448.22
- Camp Calvary Land Dev. Escrow –
- Camp Calvary Inspection Escrow –
- Village Estates Improvements Inspection Escrow –
- Stormwater Inspection Escrow –
- Total Expenses for this meeting – \$34,491.63

Vice Chairman Kramer made a motion to approve the payments of the bills for this November 13, 2019 meeting. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Sewer Accounts balances for the end of October, 2019 were as follows:

- Sewer Operation Account – \$634.24
- Balance in the Sewer Holding Account - \$192,540.77
- Debt Service Account - \$423,498.18

Payments of Bills in the Sewer Operation Account for this November 13, 2019 meeting are:

- Check #2403 to #2418 in the amount of \$14,842.91

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 7:46 P.M. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Respectfully Submitted,
Christy Flaherty
 Secretary, Tulpehocken Township