

**Tulpehocken Township
Board of Supervisors
Meeting of November 14, 2018**

The Tulpehocken Township Board of Supervisors met on November 14, 2018 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 Bryan Dronick, Police Officer and Christy Flaherty, Township Secretary/Treasurer.

Members of the audience included: Jeff Zimmerman, Robert Sattazahn, Geneva Aulenbach, John H. Kintzer and Diana Kintzer.

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. Kintzer commented with regards to his recent address change. Mrs. Flaherty and Chairman Deck explained why the address changes are taking place; it was noted that the numbers along Route 419 are decreasing from the Bethel/Tulpehocken Township line.

APPROVAL OF MINUTES

Supervisor Feick made a motion to approve the minutes from the October 10, 2018 Board of Supervisors meeting. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

ADMINISTRATIVE ACTIONS

Planning Commission

None.

Solicitor Legal Discussions

None.

Escrow Release

Mt. Aetna Mennonite School (562 Woleber Road) – Final Escrow Release – The Engineer is recommending a full release in the amount of \$3,031.49 (amount includes interest)

Vice Chairman Kramer made a motion to authorize the final escrow release for the Mt. Aetna Mennonite School in the amount of \$3,031.49. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

John Schueller (9 Summer Mountain Road) – Final Escrow Release – The Engineer is recommending a full release in the amount of \$10,198.30, which includes interest. Mr. Schueller still needs to submit a request for the release in writing. Motion to authorize the release of \$10,198.30, upon receipt of written request.

Vice Chairman Kramer made a motion to authorize the final escrow release for John Schuller in the amount of \$10,198.30, upon receipt of receiving a written request for the release of the funds. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

John Bicksler (7693 Lancaster Avenue) – Partial Release – The Engineer is recommending a release of \$82,377. Mr. Bicksler submitted a Letter of Credit in the amount of \$85,877. The Engineer recommends holding \$3,500. The Board could authorize a partial release of the LOC or release the entire LOC upon Mr. Bicksler submitting a check for \$3,500. Mr. Bicksler still needs to submit a request for the release in writing.

Vice Chairman Kramer made a motion to authorize a partial escrow release for John Bicksler in the amount of \$82,377, upon receipt of receiving a written request for the release of funds. Mr. Bicksler can submit a check in the amount of \$3,500 for a full release of his LOC or the Township could release \$82,377, of the LOC. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Mrs. Flaherty will contact Mr. Bicksler to inquire if he would like to submit a check for \$3,500 or have a partial release of his LOC.

Rufus Eugene Martin (74 Wintersville Road) – Partial Release – The Engineer is recommending a release of \$84,169.60. Mr. Martin submitted a Letter of Credit in the amount of \$112,169.60. The Engineer recommends holding \$28,000. The Board could authorize a partial release of Mr. Martin's LOC

The Board acknowledges that the information in the correspondence from the Engineer was not accurate and agreed to table the matter until the December meeting.

Correspondence from Zoning Officer October

The Zoning Officer addressed the Swope property (7696 Lancaster Avenue); site inspection was performed confirming that the appliances have been disconnected and that the plumbing for the third kitchen has been removed. The wall was being changed back to have an opening between the 2nd & 3rd units. Will need to re-inspect to be certain appliances are removed and interior opening is established.

The Zoning Officer addressed the Peters property (584 Godfrey Street); site inspection scheduled for Monday, November 18th to verify status of unpermitted third unit.

Land Development

None.

STAFF REPORTS

Police Report – Officer Dronick read the October, 2018 Police report as follows:

ACTIVITY	TULPEHOCKEN TWP	MARION TWP
MILES PATROLLED	3173	674
GALLONS OF FUEL	279	0
HOURS WORKED	468	60
PATROL HOURS	355	38.5
TULPEHOCKEN AREA SCHOOL DIST. HOURS	28	0
TOTAL INCIDENTS	5	2
TOTAL COMPLAINTS	15	3
MISCELLANEOUS CALLS FOR SERVICE	33	4
FOLLOW-UP INVEST	0	0
TELEPHONE ASSIGNMENTS	32	10
COMM/RESIDENTIAL ALARMS	1	0
EMS/FIRE ADVISORIES	20	5
TRAFFIC STOPS	29	7
CITATIONS ISSUED	34	6
NON-TRAFFIC CITATIONS	2	0
TRAFFIC WARNINGS	7	2
WARRANTS	0	0
PARKING TICKETS	0	0
TRAFFIC ACCIDENTS	6	2
DUI ARRESTS	0	0
MISDEMEANOR/FELONY	1	0
SECURITY CHECKS	64	47
POLICE ASSISTS	11	0
MOTORISTS ASSISTS	0	0
COURT APPEARANCES	1	0
SCHOOL HOURS	0	0

Officer Dronick reported that during the month of October there were 174 calls received through Berks County 911 for police. He also updated the Board with regards to the request for the Township to purchase the TRACS System for the three (3) Police vehicles in 2019 for a cost of approximately \$2,900.94, which includes all equipment and installation costs.

Supervisor Feick made a motion to authorize the purchase of the TRACS System for the three (3) Police vehicles in 2019 for a cost of approximately \$2,900.94. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Road Master’s Report – Supervisor Feick read the October, 2018 report. The work consisted of equipment repairs/maintenance, meter reading, sewer maintenance, check for leaks in the sewer system, moved a pipe on Parkside Inn Road, work in shop, attend Public Works meeting in Oley, clean shoulders on Host Church Road, telephone calls, work on Parkside Inn Road, remove a tree on

Deck Road, pick up parts, check on Comcast (working on West Four Point Road), generator problems, sign repairs/maintenance, clean up salt shed, put pipes away, work on force main issue, patch Woleber Road, paperwork, Meet with Township Engineer, mark off Host Church Road, patch pot holes, take truck 11 to Kutz for repairs, culvert patching on Wintersville & Deck Roads, repair stop sign, mow lawns, meet with Zoning Office to preform inspection, clean gutters on Wintersville Road, clean pipe culverts, get equipment ready for closing Midway Road, fix grate on Deck Road, sewer call outs and Midway Road bridge project.

Motion to authorize the Township to purchase road signs for Leed and Sadie Lanes. The Township will be responsible for purchasing the initial signs/posts; if replacement is needed the residents that share the lane will be responsible for the costs to replace

Vice Chairman Kramer made a motion to authorize the Township to purchase road signs for Leed and Sadie Lanes. The motion was seconded by Supervisor Feick 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.

UNFINISHED BUSINESS

Weidner Bridge/Salem Road Update – The total costs to the Township was \$3,686.07; as invoice requesting reimbursement will be submitted to the County

Chairman Deck commented that he thought the signs would have been located on the PennDOT roads. The Board requested Mrs. Flaherty to contact Ludgate to inquire as to why the plan did not call for the signs to be installed on the PennDot roadway.

NEW BUSINESS

Reorganization 2019 – Reorganization meeting is Monday, January 7, 2019. 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 Reorganization meeting for Monday, January 7, 2019 at 6 P.M. with the regular meeting to follow at 7 P.M. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

2019 Meeting Dates – Motion to advertise meeting dates

The Board reviewed the proposed meeting dates for 2019; it was agreed that the Board of Supervisors' meetings would be held on the second Wednesday of the month at 7 P.M., starting with the February 13th meeting. The Planning Commission meetings would be held the first Thursday of the month at 7:30 P.M.; with the exception of the July meeting. The Recreation Board would meet quarterly on the third Thursday of the month at 7 P.M. The Zoning Hearing Board will meet as

needed on the third Tuesday of the month at 7 P.M. The Joint Bethel, Marion & Tulpehocken Townships Recreation Grant Study Committee will meet on the third Wednesday of the month at 7 P.M.

Vice Chairman Kramer made a motion to accept the 2019 meeting schedule as listed above and to authorize the advertisement of the Township's 2019 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 and 2017

Supervisor Feick made a motion to authorize the Township to contribute \$200 to the Berks County Crime Alert in 2018. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

OTHER BUSINESS

Motion to ratify an advertisement that the Recreation Grant Study Committee will meet on November 13th instead of November 21st

Vice Chairman Kramer made a motion to ratify the advertisement that the Recreation Grant Study Committee will be meeting on Tuesday, November 13th instead of Wednesday, November 21st at 7 P.M. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

The Recreation Grant Study Committee is recommending to the Board of Supervisors for Bethel, Marion and Tulpehocken Township to award the grant study project to Recreation and Park Solutions/YSM Landscape Architects. The proposed cost of the project is \$65,000. The Townships did receive a grant from DCNR to pay for 1/2 of the project; the balance would be split between the three (3) municipalities. The current balance in the Recreation Planning Grant Escrow account is \$27,315.80; which includes Tulpehocken Township's initial deposit (\$10,835), a payment from DCNR (\$16,250) and interest (\$230.80); Bethel and Marion Townships have not forwarded any funds to the Township. Does the Board wish to make a motion awarding the project to Recreation and Park Solutions/YSM Landscape Architects?

The Recreation Grant Study Committee received proposals from the following firms:

- Simone Collins/Lindsay Taylor Fee \$65,000
- Toole Recreation Planning/JMT/Natural Lands Fee \$65,000
- Recreation & Parks Solutions/YSM Landscape Architects Fee \$65,000

The Board discussed the recommendation and noted that all three (3) municipalities would have to vote/agree on whom to award the project. They also requested Mrs. Flaherty to reach out to Bethel and Marion Townships with regards to their funds for the project.

Chairman Deck made a motion to award the grant study project to Recreation and Park Solutions/YSM Landscape Architects for a cost of \$65,000 upon Bethel & Marion Townships

awarding and contributing to the fund. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).

Mr. Zimmerman updated the Board on discussions that took place at the Recreation Grant Study Committee's meeting on Tuesday, November 13th.

Would the Board like to enter into an Intergovernmental Agreement with Upper Tulpehocken Township? Upper Tulpehocken Township's Solicitor would draft the agreement and ordinance; our only expenses would be advertising and adopting the ordinance and cost to have Township Solicitor review

The Board discussed the agreement and would like to move forward. Mrs. Flaherty was instructed to contact the Upper Tulpehocken Township Secretary and let her know the Board decision.

Vice Chairman Kramer made a motion to enter into an Intergovernmental Agreement with Upper Tulpehocken Township. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Appointment of CPA Auditor – Would like to advertise no later than December 5, 2018 for the appointment of the Township CPA Auditor and their applicable fees for the Fiscal Year 2018 Annual Audit. The Fee for RKL to perform the audit is \$11,100

The appointment of the Township's CPA auditor needs to be advertised thirty (30) days prior to the Reorganization Meeting along with their applicable fees that will be charged. 2018 Audit fee for RKL will be \$11,100. The fee for 2017 was \$10,800.

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).

Need a motion to ratify the readdressing of the following properties:

- ***PIN #86433900060924 as 4 Leed Lane***
- ***PIN #86432900979046 as 7 Leed Lane***
- ***PIN #86433900072105 as 14 Leed Lane***
- ***PIN #86349001378347 as 44 Sadie Lane***
- ***PIN #86349001461047 as 49 Sadie Lane***
- ***PIN #86349001279425 as 88 Sadie Lane***
- ***PIN #86442100201661 as 4976 Route 419***
- ***PIN #86442000295393 as 4961 Route 419***
- ***PIN #86442000384996 as 4949 Route 419***
- ***PIN #86442000283280 as 4926 Route 419***
- ***PIN #86442000381562 as 4921 Route 419***
- ***PIN #86442000383420 as 4915 Route 419***
- ***PIN #86442000388514 as 4911 Route 419***
- ***PIN #86442000277832 as 4894 Route 419***
- ***PIN #86442000561089 as 4847 & 4845 Route 419 (2 Residences on site)***
- ***PIN #86442000369463 as 4839 Route 419***
- ***PIN #86000000000044 as 4820 Route 419***

- *PIN #86442000362382 as 4818 Route 419*
- *PIN #8644200035773001 as 4814 Route 419*
- *PIN #86442000359720 as 4808 Route 419*
- *PIN #86442000450508 as 4800 Route 419*
- *PIN #86442000450496 as 4794 Route 419*
- *PIN #86442000456754 as 4793 Route 419*
- *PIN #86442000450277 as 4788 Route 419*
- *PIN #86442000452254 as 4782 Route 419*
- *PIN #86442000453038 as 4776 Route 419*
- *PIN #86442000357703 as 4758 Route 419*
- *PIN #86442000441120 as 4718 Route 419*
- *PIN #86442000533392 as 4695 Apt A – D Route 419*
- *PIN #86442000535325 as 4689 Route 419*
- *Power Line – Utility Structure as 4681 Route 419*
- *PIN #86442000525689 as 4655 Route 419*
- *PIN #86442000522157 as 4650 Route 419*
- *PIN #86442000429095 as 4652 Route 419*
- *PIN #86442000512962 as 4642 Route 419*
- *PIN #86442000515851 as 4636 Route 419*
- *PIN #86442000516710 as 4628 Route 419*
- *PIN #86442000516595 as 4626 Route 419*
- *PIN #86442000710820 as 4625 Route 419*
- *PIN #86442000602587 as 4572 Route 419*
- *PIN #86432900699924 as 4548 Route 419*
- *PIN #86442000700361 as 4541 Route 419*
- *PIN #86432900791871 as 4538 Route 419*
- *PIN #86442000704031 as 4533 Route 419*
- *PIN #86432900796910 as 4523 & 4525 (Rear Apt) Route 419*
- *PIN #86432900798833 as 4509 Route 419*
- *PIN #86432900894786 as 4491 & 4473 (Barn) Route 419*
- *PIN #86432900892019 as 4474 Route 419*
- *PIN #86432900883944 as 4468 Route 419*
- *PIN #86432900896007 as 4469 Route 419*
- *PIN #86432900884794 as 4464 Route 419*
- *PIN #86432900884636 as 4466 Route 419*
- *PIN #86432900887921 as 4465 Route 419*
- *PIN #86432900888840 as 4455 Route 419*
- *PIN #86432900886544 as 4452 Route 419*
- *PIN #86432900887409 as 4448 Route 419*
- *PIN #86432900889588 as 4447 Route 419*
- *PIN #86432900983433 as 4443 Route 419*
- *PIN #86432900980499 as 4441 Route 419*
- *PIN #86432900981443 as 4437 Route 419*
- *PIN #86432900983433 as 4425 Route 419*
- *PIN #86432900982140 as 4418 Route 419*
- *PIN #86432900974842 as 4414 Route 419*

- *PIN #86432900864447 as 4400 Route 419*
- *PIN #86432900975383 as 4386 Route 419*
- *PIN #86432900966976 as 4376 Route 419*
- *PIN #86432900969516 as 4356 Route 419*
- *PIN #86433900060235 as 4338 Route 419*
- *PIN #86442000740049 as 17 Parkside Inn Road*
- *PIN #86442000731994 as 21 Parkside Inn Road*
- *PIN #86442000732884 as 23 Parkside Inn Road*

Vice Chairman Kramer made a motion to ratify the readdressing of the following properties:

- *PIN #86433900060924 as 4 Leed Lane*
- *PIN #86432900979046 as 7 Leed Lane*
- *PIN #86433900072105 as 14 Leed Lane*
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- *PIN #86442000450496 as 4794 Route 419*
- *PIN #86442000456754 as 4793 Route 419*
- *PIN #86442000450277 as 4788 Route 419*
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- *PIN #86442000453038 as 4776 Route 419*
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- *PIN #86432900983433 as 4443 Route 419*
- *PIN #86432900980499 as 4441 Route 419*
- *PIN #86432900981443 as 4437 Route 419*
- *PIN #86432900983433 as 4425 Route 419*
- *PIN #86432900982140 as 4418 Route 419*
- *PIN #86432900974842 as 4414 Route 419*
- *PIN #86432900864447 as 4400 Route 419*
- *PIN #86432900975383 as 4386 Route 419*
- *PIN #86432900966976 as 4376 Route 419*
- *PIN #86432900969516 as 4356 Route 419*
- *PIN #86433900060235 as 4338 Route 419*
- *PIN #86442000740049 as 17 Parkside Inn Road*
- *PIN #86442000731994 as 21 Parkside Inn Road*
- *PIN #86442000732884 as 23 Parkside Inn Road*

The motion was seconded by Supervisor Feick and passed unanimously (3-0).

FINANCIAL REPORT AND APPROVAL FOR PAYMENT OF BILLS

Account Balances for the end of October, 2018 were as follows:

General Account	\$ 74,606.55
First Citizens General Holding Account	\$ 10,705.93
General Plus Account	\$253,901.13
State Aid Account	\$ 101.12

State Plus Account	\$251,308.58
Street Light Account	\$ 15,195.76

Payments of Bills for this November 14, 2018 meeting are:

General Account combined with the payroll account – Checks #18694 to #18738 in the amount of \$31,477.13
Street Light Account – Check #380 in the amount of \$1,205.27
State Liquid Fuels Account –
Recreation Fund – Check #103 in the amount of \$38.35
Camp Calvary Land Dev. Escrow –
Camp Calvary Inspection Escrow –
Village Estates Improvements Inspection Escrow –
Stormwater Inspection Escrow –
Total Expenses for this meeting – \$32,720.75

Vice Chairman Kramer made a motion to approve the payments of the bills for this November 14, 2018 meeting. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Sewer Accounts balances for the end of October, 2018 were as follows:

Sewer Operation Account – \$330.28
Balance in the Sewer Holding Account - \$160,019.07
Debt Service Account - \$413,114.71

Payments of Bills in the Sewer Operation Account for this November 14, 2018 meeting are:
Check #2223 to #2241 in the amount of \$20,407.34

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).

The Board discussed the status of the Animal Rescue League.

EXECUTIVE SESSION

Chairman Deck reported that the Board met in Executive Session to discuss outside services.

ADJOURNMENT OF MEETING

Vice Chairman Kramer made a motion to adjourn the meeting at 9:28 P.M. The motion was seconded by Supervisor Feick and passed unanimously (3-0).

Respectfully Submitted,

Christy Flaherty

Secretary, Tulpehocken Township