

**Tulpehocken Township  
Board of Supervisors  
Meeting of October 14, 2020**

The Tulpehocken Township Board of Supervisors met on October 14, 2020 in the Township meeting room at 7:00 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.

Members of the audience included: Dayna Strong.

**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**

Ms. Strong inquired if the Board would reconsider changing the zoning to allow chickens in the Village Center Zoning District. The Board discussed the request; noting that the other residents that live in Village Center that were found to have poultry have removed them with the exception of Ms. Strong who was granted permission to have the birds removed by October 31, 2020, due to relocating. The Board agreed that they are not in favor of changing the zoning.

**APPROVAL OF MINUTES**

*Vice Chairman Kramer made a motion to approve the minutes from the September 9, 2020 Board of Supervisors meeting. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

*Vice Chairman Kramer made a motion to approve the minutes from the September 21, 2020 Board of Supervisors 2021 Preliminary Budget meeting. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

**ADMINISTRATIVE ACTIONS**

**Planning Commission**

*None.*

**Solicitor Legal Discussions**

*None.*

**Escrow Release**

*None.*

**Correspondence from Zoning Officer**

***September Update***

The Zoning Officer addressed the Bonilla/Rivas property (2 Madgelena Street) with regards to rubbish/debris and the swimming pool. She has spoken with the property owner who advised that the construction materials will be removed in the next two (2) weeks and the swimming pool will also be removed. The Zoning Officer will also send a NOV.

The Zoning Officer addressed the sign erected by Greble Scrap & Recycling (988 Houtztown Road); the sign is located at the intersection of Rt. 645 and Greenville Road and was erected without a permit. Greble Scrap has been advised that a permit is required. The Zoning Officer will send a NOV.

**Land Development**

*None.*

**STAFF REPORTS**

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

<b>ACTIVITY</b>	<b>TULPEHOCKEN TWP</b>	<b>MARION TWP</b>
MILES PATROLLED	2600	688
GALLONS OF FUEL	238.5	0
HOURS WORKED	356	60
PATROL HOURS	310.5	47
TULPEHOCKEN AREA SCHOOL DIST. HOURS	18.25	0
TOTAL INCIDENTS	6	2
TOTAL COMPLAINTS	14	9
MISCELLANEOUS CALLS FOR SERVICE	51	4
FOLLOW-UP INVEST	2	0
TELEPHONE ASSIGNMENTS	25	9
COMM/RESIDENTIAL ALARMS	1	0
EMS/FIRE ADVISORIES	10	6
TRAFFIC STOPS	10	4
CITATIONS ISSUED	11	5
NON-TRAFFIC CITATIONS	1	0
TRAFFIC WARNINGS	2	0
WARRANTS	0	0
PARKING TICKETS	0	0

TRAFFIC ACCIDENTS	5	3
DUI ARRESTS	0	0
MISDEMEANOR/FELONY	0	0
SECURITY CHECKS	43	36
POLICE ASSISTS	11	0
MOTORISTS ASSISTS	0	0
COURT APPEARANCES	4	2
SCHOOL HOURS	0	0

Chief Kerschner reported that during the month of September there were 119 calls received through Berks County 911.

Chief Kerschner advised that the body cameras have been received, training will begin once Officer Hepler returns to work. Officer Hepler will be returning October 19<sup>th</sup>, depending on his test results.

Chief Kerschner reported that he has a trial starting next week. He advised that the store at the intersection of Four Point, West Four Point and Rehrersburg Roads was broken into as well as the gas station in Strausstown. He also commented on what a success National Night Out was.

The Board discussed Teen Challenge and patrolling the schools.

**Road Master's Report** – Supervisor Feick read the September, 2020 report. The work consisted of sweeping chipped roadways, equipment repairs/maintenance, paperwork, sewer inspections, monthly sewer checks, meter reading, post Mt. Aetna property for ZHB, telephone calls, work at sewer plants, tree removal on Pottieger Road, mowing/flagging, meet w/Township Engineer, lawn mowing/trimming, highway mowing, drop truck off at garage, inspect chipped roadways, pa one call, roadway inspections, tree trimming, deliver drop box to Spur Road, go for stone & cold patch, patching, work on Spur Road Project (install inlet box), line painting, sewer maintenance and drop paint machine off in Reading for repairs.

***Spur Road Project Update – Still waiting for the Berks County Conservation District to approve the extension request***

Mrs. Flaherty advised that the Township is still waiting to hear from the Berks County Conservation District with regard to approving the requested extension.

Supervisor Feick reported that H & K Group, Inc. has requested a copy of the extension approval once granted to keep on file.

Mrs. Flaherty reminded the Board that H & K Group, Inc. would like the Board to approve a cost increase and that the Board agreed to table the request until hearing back from the Conservation District; noting that the request will need to be addressed once hearing back from the Conservation District.

Supervisor Feick advised that the Township hauled top soil from Bethel Township.

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

Supervisor Feick advised that the Keystone Fire Company was awarded a COVID grant for approximately \$24,200.00.

## **SEWER OPERATIONS**

### ***Judgements and Delinquent Sewer Accounts***

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

Supervisor Feick updated the Board with regards to the Mt. Meadows pump station; noting that the developer is anxious to start the project and that the Township Engineer will be providing the needed information.

### ***Motion to authorize the Chairman to sign the three (3) year contract with Select Environmental Solutions, Inc.***

Vice Chairman Kramer made a motion authorizing the Chairman to sign the three (3) year contract with Select Environmental Solutions, Inc. The motion was seconded by Chairman Deck and passed unanimously with Supervisor Feick abstaining (2-0-1).

## **UNFINISHED BUSINESS**

### ***Update regarding the street lights in Mt. Meadows***

Mrs. Flaherty and Supervisor Feick updated the Board with regards to the street lights in Mt. Meadows; noting that the road front footage for each property has been measured and the total number of street lights in Phase I of the development is twenty-three (23). The electric costs for the street lights is approximately \$2,346.00. The street light tax revenue once all of the lots in Phase I are developed is approximately \$4,278.00. Supervisor Feick is proposing that the Township maintain the street lights in Phase I.

*Supervisor Feick made a motion for the Township to maintain the street lights in Phase I of Mt. Meadows. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

### ***Update with regards to outsourcing payroll***

Mrs. Flaherty updated the Board with regards to outsourcing the payroll with Sonrise PayMaster\$; employees have been given the paperwork needed to be completed. The Township needs to open up a payroll bank account. Employees will still receive a pay stub and would have access to an online portal.

*Supervisor Feick made a motion to open a bank account specifically for payroll. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

## **NEW BUSINESS**

***Zoning Hearing Board Application – Cherry Hill Mennonite School – hearing is scheduled for November 17<sup>th</sup>***

The Supervisors discussed the application and noted that they would prefer traffic to exit onto Lions Park Drive.

## **CORRESPONDENCE**

***Tulpehocken Area School District – invitation to attend a meeting of Township Supervisors/Road Masters scheduled for Wednesday, October 28<sup>th</sup> at 7:30 A.M.***

The Board discussed the meeting and agreed that Supervisor Feick and Vice Chairman Kramer would attend.

***Crime Alert of Berks County is requesting a donation – donated \$200 in 2019, 2018 & 2017. Would the Board like to make a donation in 2020?***

*Vice Chairman Kramer made a motion to donate \$200.00 to the Crime Alert of Berks County. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

## **OTHER BUSINESS**

***Request withdrawn – At the June 10<sup>th</sup> BOS meeting, the Board approved John Zimmerman’s request to place a travel trailer on his property located at 28 East Market Street for nine (9) months. Mr. Zimmerman has withdrawn his request.***

***Reminder – November BOS meeting is scheduled for Tuesday, November 10<sup>th</sup>, due to Veterans Day being on November 11<sup>th</sup>***

***Motion to advertise the 2021 Budget presentation meeting on November 10 at 5 P.M.***

The Board discussed the meeting and agreed that the start time should be 5:30 P.M.

*Vice Chairman Kramer made a motion to advertise the 2021 Budget presentation meeting on Tuesday, November 10, 2020 at 5:30 P.M. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

***PSATS Unemployment Compensation Group Trust***

Mrs. Flaherty updated the Board with regards to participating in the PSATS Unemployment Compensation Group Trust. The Board agreed they had no interest at this time.

***COVID-19 Expenses – Completed Berks County CARES Grant Application; requesting a total of \$5,143.80***

Mrs. Flaherty advised that she completed the Berks County CARES Grant Application for a total of \$5,143.80; which includes the cost of having the building/vehicles sanitized, Officer Hepler’s salary for 108 hours, the cost of Zoom for three (3) months and the initial start up fee for the website.

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

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

General Account	\$ 69,307.11
First Citizens General Holding Account	\$ 7,200.18
General Plus Account	\$310,634.83
State Aid Account	\$ 211.40
State Plus Account	\$ 41,104.18
Street Light Account	\$ 19,926.22
Recreation Planning Escrow Account	\$ 12,342.56

Payments of Bills for this October 14, 2020 meeting are:

- General Account combined with the payroll account – Checks #20155 to #20202 in the amount of \$65,385.60
- Street Light Account – Check #453 in the amount of \$1,194.77
- State Liquid Fuels Account –
- Recreation Fund –
- Recreation Planning Escrow – Check #111 in the amount of \$3,111.09
- Camp Calvary Land Dev. Escrow –
- Camp Calvary Inspection Escrow –
- Village Estates Improvements Inspection Escrow –
- Stormwater Inspection Escrow –
- Total Expenses for this meeting – \$69,691.46

*Vice Chairman Kramer made a motion to approve the payments of the bills for this October 14, 2020 meeting. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

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

- Sewer Operation Account – \$3,594.80
- Balance in the Sewer Holding Account - \$196,576.37
- Debt Service Account - \$427,573.62

Payments of Bills in the Sewer Operation Account for this October 14, 2020 meeting are:

- Check #2553 to #2568 in the amount of \$14,290.24

*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**

*None.*

**ADJOURNMENT OF MEETING**

*Supervisor Feick made a motion to adjourn the meeting at 8:35 P.M. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

Respectfully Submitted,

*Christy Flaherty*

Secretary, Tulpehocken Township