

**Tulpehocken Township  
Board of Supervisors  
Meeting of October 11, 2017**

The Tulpehocken Township Board of Supervisors met on October 11, 2017 in the Township meeting room at 7 P.M. In attendance and voting were Supervisors: Chairman Gary 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: Lori Deck, Larry Dean Martin, Lloyd Schneck, Robert Sattazahn, Linda Umbenhauer, Nelson Beidler and Harold Zimmerman.

**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. Schneck inquired as to when the Township would be painting the parking and curb lines in Rehrersburg. Supervisor Feick advised that the painting would happen shortly; he's waiting for Upper Tulpehocken Township to return the machine.

Mr. Sattazahn commented with regards to other municipalities requiring permits for roadside stands, corn mazes, etc. He inquired if this is something that should be done in the Township. Chairman Deck reported that permits are required for roadside stands. The Board discussed requiring permits for corn mazes and agreed not to take any action at this time.

Mr. Martin inquired with regards to his escrow money; he agreed to pay \$2,000 towards the improvements to the intersection of Cherry Hill and Rehrersburg Roads. The Board agreed to accept that amount.

*Supervisor Feick made a motion to hold \$2,000 for the intersection improvements and to release \$500 upon the Township Engineer's recommendation. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

**APPROVAL OF MINUTES**

*Vice Chairman Kramer made a motion to approve the minutes from the September 13, 2017 Board of Supervisors meeting. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

*Supervisor Feick made a motion to approve the minutes from the September 19, 2017 Board of Supervisors 2018 Preliminary Budget meeting. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

## ADMINISTRATIVE ACTIONS

### Planning Commission

***Reaffirm Met-Ed Substation Plan: The Planning Commission discussed the Met-Ed Rehrersburg Substation Plans. The ninety (90) day time period expired from when the plans were conditionally approved. The plans need to be reaffirmed by the Planning Commission and Board of Supervisors. Scott Hetrick made a motion to recommend to the Board of Supervisors to reaffirm the Met-Ed Rehrersburg Substation Plans. Ray Daub seconded the motion. All in favor, motion carried.***

See discussion under Land Development.

Chairman Deck updated the other Supervisors with regards to the newest plans being proposed by Mr. Auker his poultry operation; he noted that zoning relief will be needed. Supervisor Feick reported on discussions with Mr. Auker regarding the disposal/burning of material from the demolition of the existing structures.

### Solicitor Legal Discussions

*None.*

### Escrow Release

***Meadow Springs Meeting House (16 Stouchsburg Road) – The Engineer is recommending the release of Meadow Springs Meeting House, with the condition that \$2,000 be held until the NPDES is closed out – Cleason Nolt has agreed to bring in a check for \$2,000***

Mrs. Flaherty advised that a representative from Meadow Springs Meeting House dropped of a check in the amount of \$2,000.

*Vice Chairman Kramer made a motion to authorize the release of Meadow Springs Meeting House 's Letter of Credit, with the condition that \$2,000 be held until the NPDES is closed out. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

### Correspondence from Zoning Officer

#### ***September update***

The Zoning Officer addressed the Musser property (26 Maria Street); weeds. Property owners plead guilty; DJ closed case. The backyard weeds appear to have been recently cut. Will follow up if the rest of the weeds are not cut; will send additional letter/citation.

The Zoning Officer addressed the Hlavaty property (32 Summer Mountain Road); cars. Nice guy letter sent.

The Zoning Officer addressed the Hoffert property (5228 Rt. 419); scrap metal/junk. Nice guy letter sent.

The Zoning Officer addressed the Veres property (38 Summer Mountain Road); vehicles. Nice guy letter sent.

The Zoning Officer addressed the Gonzalez property (72 Camp Swatara Road); property has been cleaned up.

The Zoning Officer addressed the Levan property (200 Deck Road); vehicles. Zoning Officer sent a text message to Mrs. Levan, will send a formal letter stating the Supervisors' decision from the September 13, 2017 meeting.

**Land Development**

***Reaffirm Met-Ed Substation Plan – The Board granted Conditional Final Plan approval on July 12, 2017 based on the conditions listed below:***

- *The conditions of the Township Engineer’s review letter dated July 6, 2017.*
- *The placement of monuments placed in all four corners of the property. The front two monuments are to be concrete and placed on the right-of-way and the back two monuments should be rebar pins.*

*Supervisor Feick made a motion to reaffirm the Met-Ed Substation Plan based on the following conditions:*

- *The conditions of the Township Engineer’s review letter dated July 6, 2017.*
- *The placement of monuments placed in all four corners of the property. The front two monuments are to be concrete and placed on the right-of-way and the back two monuments should be rebar pins.*

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

**STAFF REPORTS**

***Police Report*** – Chief Kerschner read the September, 2017 Police report as follows:

ACTIVITY	TULPEHOCKEN TWP	MARION TWP
MILES PATROLLED	2788	732
GALLONS OF FUEL	256.5	0
HOURS WORKED	412	60
PATROL HOURS	314.5	42.75
TULPEHOCKEN AREA SCHOOL DIST. HOURS	24	0
TOTAL INCIDENTS	1	0
TOTAL COMPLAINTS	16	6
MISCELLANEOUS CALLS FOR SERVICE	26	2
FOLLOW-UP INVEST	0	0
TELEPHONE ASSIGNMENTS	23	6
COMM/RESIDENTIAL ALARMS	1	4
EMS/FIRE ADVISORIES	17	6
TRAFFIC STOPS	24	7
CITATIONS ISSUED	29	8
NON-TRAFFIC CITATIONS	0	0

TRAFFIC WARNINGS	1	1
WARRANTS	0	0
PARKING TICKETS	1	0
TRAFFIC ACCIDENTS	7	1
DUI ARRESTS	1	0
MISDEMEANOR/FELONY	1	0
SECURITY CHECKS	65	27
POLICE ASSISTS	17	0
MOTORISTS ASSISTS	1	0
COURT APPEARANCES	1	0
SCHOOL HOURS	0	0

Chief Kerschner reported that during the month of September there were 149 calls received through Berks County 911 for police. He warned residents to secure their property (lock building and vehicles); there have been recent thefts in the Township off of West Four Point Road. He also advised on some recent incidences that have taken place in Bethel Township.

Vice Chairman Kramer commented on someone recently in his backyard on a bicycle.

Chairman Deck commented with regards to one of his neighbors shooting fully automatic weapons on their property; it was noted that Officer Dronick completed the investigation. The Board discussed backstops and the need for residents to act responsibly. Chief Kerschner suggested the Board consider enacting an ordinance regulating the discharge of weapons in Village Center and requiring proper backstops in the rest of the Township. The Board requested Mrs. Flaherty to advise the Solicitor that this may come up for discussion at the next Planning Commission meeting.

Chief Kerschner advised that the Aggressive Driving Grant detail is scheduled for October 23<sup>rd</sup> thru November 19<sup>th</sup>; the Township will receive \$1,500.

***Report that at the September 18, 2017 Supervisor’s meeting the Board authorized the purchase of a 2018 Ford Explorer for a cost of approximately \$37,182.03; over a three (3) year lease.***

Chief Kerschner reported that the actual cost of the vehicle is \$35,375.66.

***Does the Board wish to increase the fee charged to Marion Township for Police Services?***

The Board discussed the fee charged to Marion Township for Police services and agreed to increase the fee by 3%.

*Supervisor Feick made a motion to increase the yearly fee charged to Marion Township for Police Services by 3%. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

**Road Master’s Report** – Supervisor Feick read the September, 2017 report. The work consisted of meter reading, highway mowing, work in shop, sewer maintenance, road maintenance, clean up tree on Witman Road, equipment maintenance, meet with Township Engineer re: flooding issues, telephone calls, pick up parts, mow lawns, remove/clean up tree on Parkside Inn Road, brush cutting,

tree trimming on Host Road, attend sewer class, pot hole repairs, meeting with representatives from West Brunswick Township, inspect Harry Stoudt Drive re: road issues, shoulder work on Harry Stoudt Drive, clean pump stations, and go to Hassler's re: paperwork for tractor.

Supervisor Feick reported that he did get a price for a 10 ft. reversible plow for the new tractor for a price of approximately \$4,893. The Board discussed other types of plows and agreed to look into some other options.

*Supervisor Feick made a motion to purchase a plow for the new tractor; noting that he will research prices for a 2-way plow that angles prior to ordering. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

Chairman Deck commented with regards to the bridge on Deck Road; he suggested inspecting the approach. Supervisor Feick reported that he will discuss the matter with the bridge inspector.

Supervisor Feick advised that while the work is being completed on the Midway Road Bridge, the underside will be painted.

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

## **SEWER OPERATIONS**

Supervisor Feick reported that he has a dialer that isn't working and that he has a meeting scheduled with Andy Stump on Friday.

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

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

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

#### ***1. Estate of James and Susan Fox (2 Hunsicker Lane)***

*Chairman Deck made a motion to grant the partial waiver request for the Estate of James and Susan Fox (2 Hunsicker Lane) effective January 1, 2018; noting that the property will be charged ½ of the user fees for up to one (1) year. The waiver will become void if the property becomes occupied. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

### ***Motion to authorize Chairman to sign Select Environmental Solutions Inc. Contract***

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

## **UNFINISHED BUSINESS**

***Update regarding Weidner Bridge on Salem Road – In an email dated September 15, 2017 from Commissioner Barnhardt it appears that the County will reimburse the Townships for any expenditure – As of today, there has been no discussion in their minutes; I was advised by the County Clerk that the matter may have been discussed at a budget meeting. I’m waiting for confirmation – At this time Bethel Township has taken no action***

The Board discussed the bridge/road and agreed that they would like to proceed with doing whatever needs to be done to protect the bridge. The Board directed Mrs. Flaherty to contact Bethel Township advising them that Tulpehocken Township is going to proceed and they would like Bethel Township to join them. She was also instructed to contact the County to update them on the Township’s plans and request for reimbursement of expenses.

*Chairman Deck made a motion to move forward with regards to taking the proper steps to protect the Weidner Bridge on Salem Road; the Township Secretary has been instructed to contact Bethel Township and Commissioner Barnhardt advising of the Township’s plans. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

## **NEW BUSINESS**

*None.*

## **CORRESPONDENCE**

***Request from the Borough of Robesonia for Fire Police coverage for the Halloween Parade scheduled for Sunday, November 5<sup>th</sup> at 3 P.M.***

*Supervisor Feick made a motion to authorize Fire Police coverage for the Halloween Parade scheduled for Sunday, November 5<sup>th</sup>. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

***Request from the Borough of Myerstown for Fire Police coverage for the Holiday Parade scheduled for Saturday, November 25<sup>th</sup>, with a rain date of Sunday, November 26<sup>th</sup>***

*Supervisor Feick made a motion to authorize Fire Police coverage for the Holiday Parade scheduled for Saturday, November 25<sup>th</sup>, with a rain date of Sunday, November 26<sup>th</sup>. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

***Animal Rescue League Agreement – Motion to authorize the Chairman to sign the 2018 Agreement***

Chief Kerschner reported on what the Animal Rescue League does for the Township.

*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).*

***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***

*Supervisor Feick made a motion to authorize the Township to contribute \$200 to the Berks County Crime Alert in 2017. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

***PSATS Fall Forum (October 30<sup>th</sup> & 31<sup>st</sup>) – Wellsboro – Does the Board wish to attend?***

The Board discussed the forum and agreed at this time they had no interest in attending.

## **OTHER BUSINESS**

Chairman Deck reported that he had been approached by a member of the Recreation Board; the member inquired with regards to the Township's property located off of Lions Drive being leveled for the dumping of clean fill. The Board discussed the matter and agreed that anyone wanting to dump fill would need to contact the Township for permission prior to dumping; Chairman Deck commented on the need for an FP001 form to be completed. The Recreation Board members would also like to know what their scope is. Chairman Deck noted that his vision for the site would be to incorporate the property with the uses at the Lions Club Park. The Supervisors suggested that the Recreation Board work with the Lions Club; they also discussed the existing uses at the park. The Board discussed the status of the grant that was applied for and the current funds in the Recreation Fund account. Mr. Beidler reported that he would update the Lions Club at their next meeting.

***Does the Board wish to transfer the funds budgeted in 2017 for the Building Fund - \$1,500?***

Current balance as of today is \$62,616.29.

*Chairman Deck made a motion to transfer \$1,500 from the General Fund to the Building Fund. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

***Does the Board wish to transfer the funds budgeted in 2017 for the Recreation Fund - \$5,000?***

Current balance as of today is \$2,490.56.

*Supervisor Feick made a motion to transfer \$5,000 from the General Fund to the Recreation Fund. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

***Motion to advertise the 2018 Budget presentation meeting on November 8<sup>th</sup> at 6 P.M.***

*Vice Chairman Kramer made a motion to authorize the advertisement of the 2018 Budget presentation on November 8, 2017 at 6 P.M. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

***Does the Board wish to establish a Bridge Fund and if so how much should be transferred from the General Fund?***

The Board discussed the matter and agreed that a Bridge Fund is not needed at this time.

***Does the Board wish to transfer a set amount of the 2017 Carry Over into the Savings Account?***

The Board discussed the matter and agreed to transfer the 2017 carry over into the saving account in the beginning of 2018.

***Reminder – The Board is scheduled to attend the 2017 Berks County Convention on Thursday, October 19, 2017, from 5 P.M. to 9:30 P.M. at the Oley Fair Centre, 26 Jefferson Street, Oley, PA***

Chairman Deck reported that he can no longer attend the dinner.

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

- ***Staples - \$1,599.99***
- ***JDM - \$1,579.99***

Chairman Deck inquired if the price includes delivery. Mrs. Flaherty reported that Staples price includes delivery and that she often receives coupons from Staples.

*Supervisor Feick made a motion to authorize the purchase of a Fire King filing cabinet from Staples for a price of approximately \$1,599.99. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

Vice Chairman Kramer reported on a new phone scam that is happening.

Mrs. Flaherty inquired if the Board would like to have an appreciation breakfast or dinner for the residents who volunteer on various Boards/Commissions. The Board discussed the matter and agreed to host a dinner at Kauffman’s for volunteers and employees. Mrs. Flaherty will research and present to the Board at the November meeting.

The Supervisors discussed the Board/Commission terms that end this year. Mrs. Flaherty reported that there are two (2) vacancies on the Planning Commission, all three (3) of the Township Auditors, one (1) from the Recreation Board, and one (1) from the Zoning Hearing Board. She will send letters out shortly to confirm if those individuals would like to be reappointed.

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

Account Balances for the end of September, 2017 were as follows:

General Account	\$138,894.88
First Citizens General Holding Account	\$ 60,293.08
General Plus Account	\$200,179.42
State Aid Account	\$ 137.56
State Plus Account	\$105,276.79
Street Light Account	\$ 16,107.43

Payments of Bills for this October 11, 2017 meeting are:



General Account combined with the payroll account – Checks #17800 to #17828 in the amount of \$67,533.08  
Street Light Account – Check #368 in the amount of \$1,294.31  
State Liquid Fuels Account –  
Recreation Fund –  
Camp Calvary Land Dev. Escrow –  
Camp Calvary Inspection Escrow –  
Village Estates Improvements Inspection Escrow –  
Stormwater Inspection Escrow –  
Total Expenses for this meeting – \$68,827.39

*Supervisor Feick made a motion to approve the payments of the bills for this October 11, 2017 meeting. The motion was seconded by Vice Chairman Kramer and passed unanimously (3-0).*

Sewer Accounts balances for the end of September, 2017 were as follows:

Sewer Operation Account – \$1,359.14  
Balance in the Sewer Holding Account - \$97,430.19  
Debt Service Account - \$407,103.72

Payments of Bills in the Sewer Operation Account for this October 11, 2017 meeting are:  
Check #2014 to #2030 in the amount of \$15,087.10

*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 8:56 P.M. The motion was seconded by Supervisor Feick and passed unanimously (3-0).*

Respectfully Submitted,

*Christy Flaherty*

Secretary, Tulpehocken Township