

**Tulpehocken Township
Board of Supervisors
Meeting of October 9, 2019**

The Tulpehocken Township Board of Supervisors met on October 9, 2019 in the Township meeting room at 7 P.M. In attendance and voting were Supervisors: Chairman Gary Deck and Vice Chairman Richard Kramer; Supervisor Lester Feick was not present. Also present were Kris Kerschner, Police Chief, Christy Flaherty, Township Secretary/Treasurer and Michelle Mayfield, Solicitor.

Members of the audience included: Harold Zimmerman, Sharon Kramer, Dolores Hill, Michael Fanjoy, Korey Emerick, Mrs. Emerick and Geneva Aulenbach (Reading Eagle).

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. Zimmerman inquired if a resident could install a pipe in the gully that runs along the edge of their property and the roadway. Chairman Deck suggested contacting the Roadmaster, due to that area being in the R-O-W.

APPROVAL OF MINUTES

Vice Chairman Kramer made a motion to approve the minutes from the September 11, 2019 Board of Supervisors meeting. The motion was seconded by Chairman Deck and passed unanimously (2-0).

Vice Chairman Kramer made a motion to approve the minutes from the September 23, 2019 Board of Supervisors 2020 Preliminary Budget meeting. The motion was seconded by Chairman Deck and passed unanimously (2-0).

OTHER BUSINESS

Korey Shayne Emerick – Request with regards to Eagle Scout Project

Mr. Emerick advised the Board that for his Eagle Scout project he would like to collect worn/old flags from various locations within the Township and perform a Flag Retirement Ceremony.

Chairman Deck made a motion to authorize permission for Mr. Emerick to collect worn/old flags from various locations within the Township. The motion was seconded by Vice Chairman Kramer and passed unanimously (2-0).

The Board advised Mr. Emerick that he could put a collection box at the Municipal Building.

Reminder – The Board is scheduled to attend the 2019 Berks County Convention on Thursday, October 17th from 5 P.M. to 9:30 P.M. at the Oley Fair Centre, 26 Jefferson Street, Oley, PA

Reminder – The Board is scheduled to attend the Municipal Breakfast on Friday, October 25th from 8 A.M. to 10 A.M. at the Mt. Pleasant Fire Company

Motion to advertise the 2020 Budget presentation meeting on November 13th at 5 P.M.

Vice Chairman Kramer made a motion to authorize the advertisement of the 2020 Budget presentation meeting on Wednesday, November 13th at 5 P.M. The motion was seconded by Chairman Deck and passed unanimously (2-0).

Discuss the office being closed on Tuesday, December 24th and Tuesday, December 31st

The Board agreed that the Township office would be closed on Tuesday, December 24th and Tuesday, December 31st. The Township Secretary would post a notice advising residents of the closure.

ADMINISTRATIVE ACTIONS

Planning Commission

None.

Solicitor Legal Discussions

Ordinances regarding weeds

Attorney Mayfield updated the Board with regards the review of Ordinances 94-2 and 2004-5 and the Richmond Township sample ordinance conducted by herself and the Zoning Officer; currently the maximum vegetation height for weeds is twelve (12) inches. The Board discussed the Township's options and agreed to table the matter.

Escrow Release

TW Construction (31 Witman Road) – Partial Release – The Engineer is recommending a release of \$103,623.15. The Wise's submitted a Letter of Credit in the amount of \$110,800. The Engineer recommends holding \$7,176.85. The Board could authorize a partial release of the Wise's LOC

Vice Chairman Kramer made a motion to authorize a partial release of the Wise's Letter of Credit in the amount of \$103,623.15. The motion was seconded by Chairman Deck and passed unanimously (2-0).

Correspondence from Zoning Officer

September Update

The Zoning Officer addressed the Weyandt/Mausser property (231 Godfrey Street) with regards to rubbish/debris and mowing; the property has been cleaned up, recommend withdrawing citations.

Vice Chairman Kramer made a motion to withdraw the citations. The motion was seconded by Chairman Deck and passed unanimously (2-0).

The Zoning Officer addressed the Zimmerman property (354A Godfrey Street) with regards to vehicles. The DJ has not heard from the property owners on their pleas; assume that a warrant will be issued if the vehicles are not removed. Recommend issuing new citations to both property owners.

Vice Chairman Kramer made a motion to authorize new citations be issued to both property owners. The motion was seconded by Chairman Deck and passed unanimously (2-0).

Attorney Mayfield suggested that at some point the Board may want to consider authorizing the Zoning Officer to have the ability to verify vehicle registrations herself rather than going thru the Police Department.

Land Development

None.

STAFF REPORTS

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

| ACTIVITY | TULPEHOCKEN TWP | MARION TWP |
|-------------------------------------|--------------------|---------------|
| MILES PATROLLED | 2650 | 645 |
| GALLONS OF FUEL | 233.1 | 0 |
| HOURS WORKED | 401.5 | 60 |
| PATROL HOURS | 300.25 | 40.5 |
| TULPEHOCKEN AREA SCHOOL DIST. HOURS | 25.25 | 0 |
| TOTAL INCIDENTS | 2 | 4 |
| TOTAL COMPLAINTS | 9 | 5 |
| MISCELLANEOUS CALLS FOR SERVICE | 21 | 5 |
| FOLLOW-UP INVEST | 1 | 1 |
| TELEPHONE ASSIGNMENTS | 12 | 3 |
| COMM/RESIDENTIAL ALARMS | 1 | 2 |
| EMS/FIRE ADVISORIES | 22 | 7 |
| TRAFFIC STOPS | 18 | 4 |
| CITATIONS ISSUED | 16 | 3 |
| NON-TRAFFIC CITATIONS | 1 | 2 |
| TRAFFIC WARNINGS | 3 | 1 |
| WARRANTS | 1 | 0 |

| | | |
|-------------------------|----|----|
| PARKING TICKETS | 0 | 0 |
| TRAFFIC ACCIDENTS | 3 | 3 |
| DUI ARRESTS | 0 | 0 |
| MISDEMEANOR/FELONY | 3 | 0 |
| SECURITY CHECKS | 55 | 34 |
| 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 September there were 154 calls received through Berks County 911. He advised that the curb markings in Rehrersburg need to be repainted and that the stop sign lines are also fading. He reported on complaints received with regards to the intersection at Wintersville and Deck Roads and suggested that the Township install signs on the stop signs that read “cross traffic does not stop”. He also suggested that the no parking stripes in front of Mancino’s be repainted. Attorney Mayfield suggested confirming the no parking ordinance if the Department is enforcing.

Vice Chairman Kramer made a motion to authorize the purchase and installation of signs that read “cross traffic does not stop” at the intersection of Deck and Wintersville Roads. The motion was seconded by Chairman Deck and passed unanimously (2-0).

Update on meeting with Teen Challenge representatives

Chief Kerschner introduced Michael Fanjoy, Vice President, Clinical Services at PA Adult & Teen Challenge. Chairman Deck commented that the Board felt the number of calls received was taking away from providing services to the rest of the residents. Chief Kerschner and Mr. Fanjoy updated the Board with regards to the discussions that took place at their October 2nd meeting; noting how all parties are trying to work together. Mr. Fanjoy advised that a representative from Teen Challenge would try to attend the monthly Board meetings. The Board thanked Mr. Fanjoy for attending the meeting.

Road Master’s Report – Chairman Deck read the September, 2019 report. The work consisted of telephone calls, sewer repairs/maintenance, meter reading, grease blowers, checking roads, p/u parts/supplies, shop work, mow lawns, highway mowing, trimming, paperwork, driveway permit, construct anti-skid bin, CDL testing, work with anti-skid pile, sign maintenance, check complaint in Mt. Aetna, work on Woleber Road, dog complaint, met w/Conservation District re: Greble Road bridge, equipment repairs/maintenance, work on 2020 budget, meet w/PennDOT re: bridge replacement, work on Mill Road and clean pump stations.

Update on purchasing dump trucks from Jackson Township, Lebanon County – Brian Hoffman has requested the Township to send a letter stating the Township’s intention to purchase the two (2) trucks – Would like motion to send the letter

Vice Chairman Kramer made a motion to authorize the Township Secretary to send correspondence to Jackson Township, Lebanon County stating the Township’s intention to purchase the 2004 7500 International single axel dump truck with plow and spreader for \$35,000 and the 2008 7500

International single axel dump truck with plow and spreader for \$45,000 upon availability. The motion was seconded by Chairman Deck and passed unanimously (2-0).

Fire Chiefs' Report – Chairman Deck 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.

Request from the property owner of 7673 Lancaster Avenue to reduce the number of EDU's being charged; converting the apartment building from a three (3) unit to a two (2) unit – Need a motion to reduce the number of EDU's being charged and an effective date

The Board discussed the request. Attorney Mayfield suggested a note be added that going forward the property would be two (2) units and a garage.

Vice Chairman Kramer made a motion to reduce the numbers of EDU's being charged to 7673 Lancaster Avenue to two (2) EDU's effective October 9, 2019. The property would now consist of two (2) apartments and a garage. The motion was seconded Chairman Deck and passed unanimously (2-0).

UNFINISHED BUSINESS

Does the Board wish to increase the Real Estate Tax?

The Board agreed they do not want to increase the Real Estate Tax.

Recreation Space – Discuss leasing the Lions Club grounds and ways to generate funding dedicated to recreation space

The Board discussed the Rehrersburg Lions Club and the conversation that took place at the August 14th BOS meeting were Mr. Klopp proposed that the Township lease/maintain the Lions Club grounds. He reported that the Club would still maintain the building/pavilion. Mr. Fanjoy advised that Teen Challenge would like to help the Lions Club. Attorney Mayfield noted that if the Township is leasing the property then her office could draw up an agreement between the Township and Teen Challenge with regards to them helping with the upkeep of the grounds. Mrs. Hill commented with regard to there being some misunderstanding regarding the Township leasing the Lions Club grounds; reporting that some of the Lions Club members are unaware of the proposal made by Mr. Klopp at the August 14th meeting. Mrs. Hill and Mrs. Kramer discussed the current situation with regards to the Andulhea Heritage Center. The Board discussed the Township, the Andulhea Heritage Center, Teen Challenge and the Rehrersburg Lions Club working together to improve the park. It was stated that the Rehrersburg Lions Club meets on the 1st and 3rd Thursday of the month. The Board discussed the various groups that meet at the Lions Club property. The Board directed the Township Secretary to contact Mr. & Mrs. Klopp to schedule a meeting with the Lions Club officers/members, Chairman Deck and Mrs. Hill.

Mrs. Hill and Mrs. Kramer suggested that once the Township starts planning for uses of recreation space they consider having a place for people to walk their dogs.

Does the Board wish to enact a \$52/year Local Services Tax in 2021? If so, an ordinance would be required. It is too late to enact for 2020

The Board discussed enacting a LST; noting that those funds would be used for emergency services and would free up other funds. Attorney Mayfield advised that the tax could possibly be enacted for 2020; she needs to do some investigating to confirm that there is adequate time for advertising. She advised that depending on what she finds it may be possible for the Board to adopt the ordinance at their November meeting. She recommended that the Board make a motion to authorize the Solicitor to prepare and advertise an ordinance for adoption at their November meeting. According to documentation received from Berks EIT back in June of 2018 there were approximately 744 employees in the Township.

Chairman Deck made a motion to authorize the Solicitor to prepare and advertise an ordinance to enact a \$52/year Local Services Tax for 2020 at the November meeting, pending on the results of the Solicitor's research. The motion was seconded by Vice Chairman Kramer and passed unanimously (2-0).

Motion to begin getting bids for a Pole Building

The Board agreed to discuss the matter further before starting the bidding process; it was noted that the pole building was budgeted for in 2020. Attorney Mayfield recommended confirming that the zoning allows whatever is being proposed. Mr. Zimmerman requested being alerted when the project goes to bid, as he know a company in Lancaster County that he would like to have the opportunity to bid on the project. Chairman Deck reported that the building would be used to house Township equipment.

NEW BUSINESS

None.

CORRESPONDENCE

Request from Jefferson Township for Fire Police coverage for Tulpehocken School District Homecoming events scheduled for Friday, October 4th from 4-10 P.M. – Need to ratify the motion due to approval being granted between meetings

Vice Chairman Kramer made a motion to ratify the authorization for Fire Police coverage for the Tulpehocken School District Homecoming events scheduled for Friday, October 4th from 4-10 P.M. The motion was seconded by Chairman Deck and passed unanimously (2-0).

Request from the Borough of Robesonia for Fire Police coverage for the Halloween Parade scheduled for Sunday, November 3rd at 3 P.M.

Vice Chairman Kramer made a motion to authorize Fire Police coverage for the Halloween Parade scheduled for Sunday, November 3rd at 3 P.M. The motion was seconded by Chairman Deck and passed unanimously (2-0).

FINANCIAL REPORT AND APPROVAL FOR PAYMENT OF BILLS

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

| | |
|--|--------------|
| General Account | \$241,057.34 |
| First Citizens General Holding Account | \$ 3,757.82 |
| General Prime Account | \$259,371.50 |
| State Aid Account | \$ 117.83 |
| State Prime Account | \$ 27,075.44 |
| Street Light Account | \$ 18,229.15 |
| Recreation Planning Escrow Account | \$ 40,122.86 |

Payments of Bills for this October 9, 2019 meeting are:

General Account combined with the payroll account – Checks #19388 to #19414 in the amount of \$48,642.60
Street Light Account – Check #441 in the amount of \$1,181.45
State Liquid Fuels Account – Check #215 in the amount of \$229.12
Recreation Fund –
Recreation Planning Escrow – Check #107 in the amount of \$7,581.40
Camp Calvary Land Dev. Escrow –
Camp Calvary Inspection Escrow –
Village Estates Improvements Inspection Escrow –
Stormwater Inspection Escrow –
Total Expenses for this meeting – \$57,634.57

Vice Chairman Kramer made a motion to approve the payments of the bills for this October 9, 2019 meeting. The motion was seconded by Chairman Deck and passed unanimously (2-0).

Mrs. Flaherty inquired if the Board would like to transfer funds from the PLGIT General Account to the PLGIT General Prime Account; noting that the prime account earns a higher interest. The Board discussed the money in the bank accounts, the funds received for the Spur Road Project and agreed to transfer those funds into the prime account. Chairman Deck requested a line be added to the PLGIT General Prime Account showing the funds for the Spur Road project.

Vice Chairman Kramer made a motion to transfer the funds received for the Spur Road project from the PLGIT General Account to the PLGIT General Prime Account. The motion was seconded by Chairman Deck and passed unanimously (2-0).

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

Sewer Operation Account – \$522.89
Balance in the Sewer Holding Account - \$154,147.99
Debt Service Account - \$422,747.69

Payments of Bills in the Sewer Operation Account for this October 9, 2019 meeting are:

Check #2388 to #2402 in the amount of \$14,895.08

Vice Chairman Kramer made a motion to approve payment of the sewer bills. The motion was seconded by Chairman Deck and passed unanimously (2-0).

ADJOURNMENT OF MEETING

Vice Chairman Kramer made a motion to adjourn the meeting at 8:43 P.M. The motion was seconded by Chairman Deck and passed unanimously (2-0).

Respectfully Submitted,

Christy Flaherty

Secretary, Tulpehocken Township