

**Tulpehocken Township  
Board of Supervisors  
Meeting of May 11, 2022**

The Tulpehocken Township Board of Supervisors met on May 11, 2022, in the Township meeting room at 7 P.M. In attendance and voting were Supervisors: Chairman Gary Deck, Vice Chairman Harry Reinhold and Supervisor Lester Feick. Also present were Bryan Dronick, Police Chief and Kathy Judy, Township Secretary/Treasurer.

Members of the audience included Harold Zimmerman, Mike Schatz, Bruce Zellman, Carol Zellman, Paul Karmilowicz, Caitlin Knebe and Officer Lawrence Ludwig.

**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:** Bruce and Carol Zellman, homeowners in Mountain Meadows, expressed opposition to the charge for Street Light Tax for corner properties. Mrs. Zellman presented to the Board an excerpt from Act 69 of the 1933 PA General Assembly Second Class Township Code which states that the “Board of Supervisors may provide for an equitable reduction from the frontage of lots at intersections or where, due to the irregular shape of lots, an assessment of the full frontage would be inequitable” and requested an equitable reduction for corner lots be made. Mike Schatz, whose property spans less frontage than the Zellmans’, spoke in support of a more even distribution of costs among residents in the development in general as all benefit from the street lighting throughout development roads and also feels that the frontage for the shared mailbox space should be distributed among all of those benefiting/utilizing the lighting and not charged solely to the homeowner whose frontage includes the shared mailbox area. Some discussion followed that the timing of the lights being turned on throughout the development was at the request of the homeowners before the completion of Phase 1 and that they will be fully turned over to the Township after the completion of Phase II. *Vice Chairman Reinhold made a motion that the Secretary forward the information on to the Township Solicitor for their response back and advice to the Board on the matter - - seconded by Supervisor Feick and passed unanimously (3-0).*

**APPROVAL OF MINUTES**

*Supervisor Feick made a motion to approve the minutes from the April 13, 2022 Board of Supervisors meeting - - seconded by Vice Chairman Reinhold and passed unanimously (3-0).*

**ADMINISTRATIVE ACTIONS**

**Personnel:**

*Vice Chairman Reinhold made a motion to approve Resolution 2022-5 Appointing Kathryn Judy as Open Records Officer and adoption a revised Open Records Policy for Tulpehocken Township - - seconded by Supervisor Feick and passed unanimously (3-0).*

**Planning Commission:** None.

**Solicitor Legal Discussions:** None.

**Escrow Release:** None.

**Correspondence from Zoning Officer:**

**April update:**

The Zoning Officer addressed 44 Rehrersburg Road. The property is continuing to be cleaned up; hearing was rescheduled for June.

The Zoning Officer addressed 22 Maria Street. The property has been mostly cleaned up. She will meet with the property owner to discuss additional cleanup needed. DJ was asked to continue hearing

**Land Development:** Sketch Plan of Record – Altalaha Church Subdivision – reaffirm plans with 12/20/2021 – all conditions have been met.

*Supervisor Feick made a motion to reaffirm the plans - - seconded by Vice Chairman Reinhold and passed unanimously (3-0).*

**STAFF REPORTS**

**Police Report** – Chief Dronick read the April, 2022 Police Report as follows:

	<b>TULPEHOCKEN TWP</b>	<b>MARION TWP</b>
MILES PATROLLED	2207	741
GALLONS OF FUEL	196	0
HOURS WORKED	411.75	60
PATROL HOURS	312	60
TULPEHOCKEN AREA SCHOOL DIST. HOURS	34.25	0
TOTAL INCIDENTS	4	7
TOTAL COMPLAINTS	11	4
MISCELLANEOUS CALLS FOR SERVICE	45	3
FOLLOW-UP INVEST	6	1
TELEPHONE ASSIGNMENTS	21	7
COMM/RESIDENTIAL ALARMS	3	3
EMS/FIRE ADVISORIES	16	10
TRAFFIC STOPS	11	12
CITATIONS ISSUED	19	12
NON-TRAFFIC CITATIONS	0	0
TRAFFIC WARNINGS	1	1
WARRANTS	0	0
PARKING TICKETS	0	0
TRAFFIC ACCIDENTS	7	1
DUI ARRESTS	1	0

MISDEMEANOR/FELONY	0	0
SECURITY CHECKS	71	48
POLICE ASSISTS	15	0
MOTORISTS ASSISTS	1	1
COURT APPEARANCES	0	0
SCHOOL (TRAINING) HOURS	0	0

Chief Dronick reported that during the month of April there were 154 calls received through Berks County 911 for police service; noting that eleven (11) of those were for Teen Challenge.

Chief Dronick updated the Board that rifles were received and once they are qualified on them they will be put in service. Vests also arrived and are in service. The Northumberland Regional Police Traffic Service Grants paperwork was signed and sent out; we are set up for that; as of now no grants have come out yet

**Roadmaster Report:**

Supervisor Feick read the April, 2022 report. The work consisted of meeting with Township Engineer numerous times, met with the contractor at Lancaster Avenue Pump station, had a call to pick up furniture along the road, paperwork, annual reading of the meters once a month for the sewer and sewer monthly maintenance, put snow plows away, sign maintenance, performed a compaction test at Mountain Meadows, went over insurance paperwork with the Township’s insurance agent, John Zinn, township building maintenance to take care of some roof leaks, PA one calls, worked on equipment, prepared the mower, took the explorer to Manderbach Ford for some warranty work, one sewer inspection, one main line sewer inspection, pot hole patching throughout the Township, attended the state convention, met with PennDOT for the road paving project for this summer, met with Kyle Batz re: Stone Road, mowed lawns, traffic control at an accident.

**Fire Chiefs’ Reports**

Supervisor Feick read the monthly reports for the Keystone Fire Company and the Rescue Fire Company.

**SEWER OPERATIONS**

**Judgements and Delinquent Sewer Accounts:** Nothing to act on at this time.

**Update – Generator quotes for the Teen Challenge, Godfrey Street and Market Street Pump Stations:** We’ve received a second quote and are waiting for a reply with a third quote.

There are repairs needed on a blower that operates 24/7. We’ve switched to the spare.

**Update – Church Street repairs:** A date for the repair has not been set yet.

**Update – Mt. Aetna Force Main:** Work is now scheduled to start on Monday, May 16, 2022. A survey has been completed. The delay was in part due to supply chain problems.

## UNFINISHED BUSINESS

**Title Insurance for the Altalaha Church lot purchase:** Will email the Township Solicitor for an update.

**New Accounting System:** No update at this time.

**Funds for new Township Utility Truck:** *Supervisor Feick made a motion to spend \$116,202 from ARPA funds for the purchase of the new Township utility truck - - seconded by Vice Chairman Reinhold and passed unanimously (3-0).*

**Paving Project:** *Supervisor Feick made a motion to advertise a special meeting to be held at the Township Building on Tuesday, May 24, 2020 at 5:00PM for bid opening and any other business - - seconded by Harry Reinhold and passed unanimously (3-0)*

## NEW BUSINESS

**Attendance at County Public Works Workshop on May 25, 2022:** Supervisor Feick and Vice Chairman Reinhold are registered to attend.

**Donation to Albright College Center for Excellence in Local Government:** The Township has made a donation annually since 2016; in 2021 the amount of the donation was \$400. *Chairman Deck made a motion to make a \$400.00 donation to the Center - - seconded by Vice Chairman Harry Reinhold and passed unanimously (3-0).*

### **Amendments to the Agenda:**

*Vice Chairman Reinhold made a motion to amend the agenda to include the Memorial Day Parade to the May 11, 2022 Tulpehocken Township Board of Supervisors Meeting Agenda - - seconded by Supervisor Feick and passed unanimously.*

*Vice Chairman Reinhold made a motion to amend the agenda to include the overpayment of vacation to the former Secretary - - seconded by Chairman Deck and passed (2-0) with Supervisor Feick abstaining.*

The Township Solicitor had provided a draft of a letter to Ms. Flaherty regarding the overpayment of vacation made at the time of her resignation. The Supervisors each reviewed the letter. *Vice Chairman Reinhold made a motion to authorize the Township Solicitor to send Ms. Flaherty the letter as written - - seconded by Supervisor Feick and passed unanimously (3-0).*

*Vice Chairman Reinhold made a motion to amend the agenda to include Street Light Tax – Mountain Meadows - - seconded by Supervisor Feick and passed unanimously (3-0)*

*Vice Chairman Reinhold made a motion to amend the agenda to include Sewer/Police/Planning Commission Secretary resignation and interviews to fill the position - - seconded by Supervisor Feick and passed unanimously (3-0)*

The Board of Supervisors will be meeting May 12, 2022 at 5:00 PM to have a second interview with an applicant previously interviewed for the recent Township Secretary-Treasurer opening.

**CORRESPONDENCE:** Community Leasing Partners sent revised paperwork for the purchase of the new police vehicle. The previously signed and mailed paperwork read “Tulpehocken Township Board of Supervisors”. Community Leasing Partners sent paperwork to correct the name to “Tulpehocken Township”. The Solicitor has advised that both forms be signed. *Vice Chairman Reinhold made a motion that the Chairman sign the addendum and 8038-GC form - - seconded by Supervisor Feick and passed unanimously (3-0).*

Berks Association of Township Officials 2022 Association Dues of \$75.00. *Supervisor Feick made a motion to approve payment - - seconded by Vice Chairman Reinhold and passed unanimously (3-0).*

**OTHER BUSINESS:** None.

**Executive Session**

The Board of Supervisors called an executive session to discuss personnel matters.

**FINANCIAL REPORTS AND APPROVAL FOR PAYMENT OF BILLS:**

Account Balances for the end of April, 2022 were as follows:

General Account	\$ 1402.52
First Citizens General Holding Account	\$ 119,125.13
General Plus Account	\$ 238,088.54
State Aid Account	\$ 7.04
State Plus Account	\$ 159,449.58
Street Light Account	\$ 23,859.76
Recreation Planning Escrow Account	\$ 467.22
Payroll Account	\$ 19,622.55
American Rescue Plan Account	\$ 181,055.92

Payments of Bills for this May 11, 2022 meeting are:

General Account – Checks #20987-21032 in the amount of \$56,335.74 \*

*\* this includes WC Policy premium of \$24,733*

(Check #20986 for \$304 paid between meetings)

Street Light Account – Check #470 in the amount of \$1,400.39

Total expenses for this May 11, 2022 Meeting are \$58,040.13

*Supervisor Feick made a motion to approve the payment of bills for this May 11, 2022 meeting - - seconded by Vice Chairman Reinhold and passed unanimously (3-0).*

Sewer Accounts balances for the end of April, 2022 were as follows:

Sewer Operation Account: \$3,008.37

Balance in the Sewer Holding Account: \$325,559.88

Debt Service Account: \$428,146.95

Expenses for this meeting: \$28,877.03

*Supervisor Feick made a motion to approve the payment of bills for this May 11, 2022 meeting - - seconded by Vice Chairman Reinhold and passed unanimously (3-0).*

Chairman Deck stated that Vice Chairman Reinhold has submitted a resignation letter effective 5/12/22. *Supervisor Feick made a motion to accept Vice Chairman Reinhold's resignation - - seconded by Chairman Deck and passed (2-0) Vice Chairman Reinhold abstained from the vote)*

Chairman Deck thanked Vice Chairman for his time serving on the Board. Some discussion followed regarding the requirement that the Board appoint a new Supervisor within 30 days.

**ADJOURNMENT OF MEETING**

*Vice Chairman Reinhold made a motion to adjourn the meeting at 8:30 P.M. - - seconded by Supervisor Feick and passed unanimously (3-0).*

Respectfully Submitted,  
Kathy Judy, Secretary  
Tulpehocken Township