

**Tulpehocken Township
Board of Supervisors
Meeting of June 8, 2022**

The Tulpehocken Township Board of Supervisors met on June 8, 2022, in the Township meeting room at 7 P.M. In attendance and voting were Supervisors: Chairman Gary Deck and Supervisor Lester Feick. Also present were Bryan Dronick, Police Chief; Kathy Judy, Township Secretary/Treasurer and Michelle Mayfield, Township Solicitor.

Members of the audience included Christy Flaherty, Kyle Batz, Richard Kraemer, Dennis Royer, Sam Forry, Brenda Famish, John Kintzer, Harold Zimmerman, Jeffrey Zimmerman and Jacob Derr.

CALL TO ORDER

Chairman Deck called the meeting to order at 7:02 P.M.

The meeting continued with the pledge to the American Flag.

PUBLIC COMMENTS: Christy Flaherty was present to discuss the letter she received from the township attorney in regards to vacation pay. Ms. Flaherty asked the Board to reconsider their decision regarding the vacation pay letter that she had received and stated that if it does not, her W-2 would need to be corrected and adjustments would need to be made to correct the amounts that are stated in the letter. *Supervisor Feick made a motion to amend the agenda to include discussions of vacation pay for resignations and retirements - - seconded by Chairman Deck, and passed unanimously (2-0).*

Chairman Deck made a motion to have the Solicitor revisit the policies, advise the Board on Ms. Flaherty's request for reconsideration, and suggest how to ensure the correct and consistent carrying out of the policy going forward - - seconded by Supervisor Feick and passed unanimously (2-0).

Kyle Batz was present to express his gratitude and thanks to the Township Road Crew. Mr. Batz's poultry farm broke with avian influenza on 5/13/22. While hauling in large amounts of material to compost the mortality, a pothole developed on a bridge on Stone Road. The road crew was quickly on site, fixed the pothole and kept all of the carbon trucks rolling. The road crew always does a good job; their quick work in this case was especially helpful and appreciated. The Batz farm was AI site B-6. At the time of the meeting it's thought that Berks is up to 11 sites, Lancaster 13 and rumors of 1 in Dauphin County. Chairman Deck expressed condolences for the loss and thanked Mr. Batz for his recognition to the road crew.

John Kintzer questioned the advertisement of a Vacancy Board Meeting. Ms. Mayfield announced that the Vacancy Board Meeting was advertised for 7:00 PM if necessary. This was done as a precautionary measure so that it could be convened if the need arose. At this point it has not been determined if the vacancy board will be needed or not.

Later in the meeting, prior to adjournment, John Kintzer raised the topic of truck drivers' overuse and misuse of Jake/air brakes on Lancaster Avenue (Rte.501) and the public disturbance it causes. Previous research and PennDOT criteria/specs will be looked into to help determine if there is some action the Township could take to address the issue.

APPROVAL OF MINUTES

Supervisor Feick made a motion to approve the minutes from the May 11, 2022 Board of Supervisors meeting - - seconded by Chairman Deck and passed unanimously (2-0).

Supervisor Feick made a motion to approve the minutes from the May 24, 2022 Board of Supervisors Special Meeting Minutes - - seconded by Chairman Deck and passed unanimously (2-0).

ADMINISTRATIVE ACTIONS

Personnel:

Appoint Board Supervisor – Chairman Deck announced that Harold Zimmerman gave a letter of interest on 5/24/22 and Dennis Royer gave a letter of interest dated 6/7/22. Kyle M. Batz and Richard Kramer, both in attendance, verbally requested they also be considered for the position. A public interview was held asking each gentleman to share what makes them a good candidate, what their qualifications are and how the Township would benefit from their appointment. Each applicant, in the following order, gave their response: Kyle Batz (following his response it was discussed that Mr. Batz currently holds the office of President of the Tulpehocken Area School Board – not being able to hold both offices and wishing to remain in his current office, Mr. Batz respectfully withdrew his name from consideration for the Supervisor position), Richard Kramer, Dennis Royer and Harold Zimmerman - (it was discussed that Harold Zimmerman is currently a member on the Tulpehocken Township Zoning Hearing Board – not being able to hold both offices, Mr. Zimmerman indicated that, if selected, he would step down from his current position on the Zoning Hearing Board in order to accept the Supervisor appointment).

Ms. Mayfield asked Chairman Deck if there is an applicant that he would like to see appointed this evening. Chairman Deck stated that Harold Zimmerman would be his choice for the appointment. Ms. Mayfield then asked Supervisor Feick if there was an applicant that he would support. Supervisor Feick stated that his choice for the appointment would also be Harold Zimmerman. *Supervisor Feick made a motion to appoint Harold Zimmerman as Tulpehocken Township Supervisor - - seconded by Chairman Deck and passed unanimously (2-0).*

Ms. Mayfield announced that considering that there was no tie vote and the sitting members of the board were able to agree to the appointment of a new member, the vacancy board will not need to meet this evening.

Chairman Deck thanked Mr. Batz, Mr. Kramer and Mr. Royer for applying and commended them on their qualifications and willingness to serve the community. He then said that if they are still interested when the time comes, they as well as anyone else who's interested, should consider running for office. He also said that it would be good to see more public in attendance at the meetings.

Chairman Deck announced that Heather Claman's last day in the office is June 9, 2022 and that Lisa Care interviewed and was hired for the positions of Sewer Service Secretary, Police Secretary and Planning Commission Secretary.

Supervisor Feick made a motion to ratify appointment of Lisa Care as the Township Sewer Service Secretary, Police Secretary and Planning Commission Secretary - - seconded by Chairman Deck and passed unanimously (2-0).

Supervisor Feick made a motion to ratify Lisa Care's pay rate to be \$19.00 per hour - - seconded by Chairman Deck and passed unanimously (2-0).

Supervisor Feick made a motion to obtain Surety Bond Policy for Lisa Care - - seconded by Chairman Deck and passed unanimously (2-0).

Supervisor Feick made a motion to obtain new sewer bank account signature cards and permissions for Lisa care - - seconded by Chairman Deck and passed unanimously (2-0).

Supervisor Feick made a motion that new bank account signature cards be obtained for Harold Zimmerman, contingent upon submitting his resignation from the Zoning Hearing Board and taking the Oath of Office for the appointment as Township Supervisor - - seconded by Chairman Deck and passed unanimously (2-0).

Planning Commission recommendations:

1. **John R. Bicksler (76695 Lancaster Avenue)** is requesting a waiver of land development. In accordance with the recommendation passed by the Planning Commission on June 2, 2022, *Supervisor Feick made a motion to grant the waiver of land development with the condition that the zoning permit will include the Pennsylvania State requirements for Stormwater Expansion Act guidelines - - seconded by Chairman Deck and passed unanimously (2-0).*
2. **David G. Martin Subdivision Plan.** In accordance with the recommendation passed by the Planning Commission on June 2, 2022, *Supervisor Feick made a motion to reaffirm the David G. Martin Subdivision Plan - - seconded by Chairman Deck and passed unanimously (2-0).*
3. **Mountain Meadows Phase II Plan.** In accordance with the recommendation passed by the Planning Commission on June 2, 2022, *Supervisor Feick made a motion to reaffirm the Mountain Meadows Phase II Plan - - seconded by Chairman Deck and passed unanimously (2-0).*

Solicitor Legal Discussions: See unfinished business below.

Escrow Release: None.

Correspondence from Zoning Officer: May, 2022 Update:

1. Davidheiser property (6 Brown Street). A Notice of Violation regarding the camper at the property.

2. Geist property (231 Godfrey Street). A phone call was made and a letter regarding high grass/weeds has been sent.
3. Stoltzfus property (4 Deck Road). A phone call was made and a letter regarding high grass/weeds has been sent.
4. Fedora property (5 Mill Road). A Notice of Violation regarding the camper at the property.
5. Musser property (26 Maria Street). Most of the property has been cleaned up. At her last visit there was just some cleanup needed at the back of the porch. If that is cleaned up at her next visit, the hearing scheduled for the end of June can be cancelled.
6. Hehnly property (233 Godfrey Street). A letter regarding high grass/weeds has been sent.

STAFF REPORTS

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

ACTIVITY	TULPEHOCKEN TWP.	MARION TWP.
MILES PATROLLED	2571	760
GALLONS OF FUEL	231.5	0
HOURS WORKED	432.25	60
PATROL HOURS	332.25	53.5
TULPEHOCKEN AREA SCHOOL DIST. HOURS	48.25	0
TOTAL INCIDENTS	7	3
TOTAL COMPLAINTS	13	5
MISCELLANEOUS CALLS FOR SERVICE	46	7
FOLLOW-UP INVEST	6	0
TELEPHONE ASSIGNMENTS	12	9
COMM/RESIDENTIAL ALARMS	0	2
EMS/FIRE ADVISORIES	28	8
TRAFFIC STOPS	28	8
CITATIONS ISSUED	34	18
NON-TRAFFIC CITATIONS	0	2
TRAFFIC WARNINGS	4	0
WARRANTS	0	0
PARKING TICKETS	0	0
TRAFFIC ACCIDENTS	6	0
DUI ARRESTS	0	0
MISDEMEANOR/FELONY	0	0
SECURITY CHECKS	71	39
POLICE ASSISTS	20	0
MOTORISTS ASSISTS	0	0

COURT APPEARANCES	2	0
SCHOOL (TRAINING) HOURS	0	0

Chief Dronick reported that during the month of May there were 174 calls received through Berks County 911 for police service; noting that eleven (19) of those were for Teen Challenge.

Chief Dronick updated the Board that the new rifles are now in service. The Chief is requesting the Board's permission to sell the two used AR-15 rifles. Discussion continued regarding the value and procedure to follow. The procedure used in the past will be looked into and the Chief's request will be put on the July meeting agenda.

Roadmaster Report – Supervisor Feick read the May, 2022 report. The work consisted of the meter readings, monthly sewer maintenance, trimming grass, pump stations in May, sewer inspections, static tests on a manhole, obtained a generator quote, road shoulder repair, haul stone, work on Whitman Road project, cut trees, line painting, met with contractors for bidding on road project, sewer line repair, Mt. Aetna force main project, mowing lawns, trimming, hi-way mowing, Berks County Public Works meeting, driveway inspection, took sewer blower in for repair, sink hole work on Stone Road.

Chairman Deck began a discussion on ash trees in the Township. Three cases of immediate concern were discussed. Ms. Mayfield advised regarding the resolution, notice process and identifying, documenting and acting on any that are a hazard/constitute a danger. *Chairman Deck made a motion to start the notice process in accordance with the resolution - - seconded by Supervisor Feick and passed unanimously (2-0).*

Fire Cheifs' 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. It was noted that the amnesty program has been very effective in reducing delinquency.

Update – Generator quotes for the Teen Challenge, Godfrey Street and Market Street Pump Stations: We've received three prices of \$25,794, \$20,500 and \$26,695, some including fuel tank and some not. Prices are changing at least weekly and are close to the bidding limits. New quotes with tanks priced separately will be obtained with the vendor being asked if they'll hold the price until the next meeting or a special meeting if necessary.

Update – Church Street repairs: No update at this time.

Update – Mt. Aetna Force Main: They are up at the connection at Village Estates. The install is near completion and will soon be ready for testing.

UNFINISHED BUSINESS

Title Insurance for the Altalaha Church lot purchase: *Supervisor Feick made a motion to authorize payment in the amount of \$4,000 to Altalaha Church, plus closing costs - - seconded by Chairman Deck and passed unanimously (2-0).*

Chairman Deck made a motion to authorize an available member of the board to attend settlement and sign closing documents on behalf of the Township - - seconded by Supervisor Feick and passed unanimously (2-0).

New Accounting System: *Supervisor Feick made a motion to contact Stone House TBMA, LLC to schedule the installation of Quickbooks and begin the changeover to it as the accounting software used by the Township.*

Paving Project: There is a meeting on June 14, 2022 to meet with the contractor about the project. Before work begins the road crew plans to replace a pipe, put in a new drop box and stone the shoulder.

Lions Club: The Real Estate Agreement for the property has been drawn up. The Township would own the property, the Lion's Club would continue to use the facility for their functions, and the Township and Lion's Club will split rental monies received and the cost of one restroom cleaning each quarter. The Lion's Club has to review the Agreement. *Supervisor Feick made a motion to ratify sending the agreement to the Lion's Club for their review - - seconded by Chairman Deck and passed unanimously (2-0).*

Street Light Tax: Ms. Mayfield stated that it is the Solicitors' recommendation that the Township not alter the calculation. It is a fair calculation provided for in the second class township code as it's presently written, by the foot. If the Township did change it would just be reallocating from one to another because the funds have to be received, and it would need to be done by resolution. In agreement with the recommendation, the calculation will remain unchanged.

NEW BUSINESS

Zoning Hearing Board Application was received from Harold Case, Jr. (54 Midway Road). The hearing date is June 21, 2022. Chairman Deck read the recommendation that the Planning Commission's has made to the Zoning Hearing Board. The Board of Supervisors has no recommendations.

Amended Zoning Hearing Board Application was received from Michael & Katrina Oberholtzer (102 Rehrersburg Road) – The hearing date is June 21, 2022. The Planning Commission made no recommendations. The Board of Supervisors has no recommendations.
Teen Challenge Fireworks Permit – Teen Challenge submitted an application for the annual fireworks display to take place on Saturday, July 9, 2022. *Supervisor Feick made a motion for the Chairman to sign and approve the Permit - - seconded by Chairman Deck and passed unanimously (2-0).*

Township Newsletter – The Andulhea Heritage has asked that the Board consider publishing an updated township newsletter; the last newsletter was sent out in 2015. It would also be an opportunity to help the Heritage Center and Historical Society publicize the 2023 – 300th Anniversary Celebration of the settlement of the Tulpehocken Territory. The Township Secretary will gather more information to present to the Board at a future meeting.

CORRESPONDENCE

Teen Challenge Training Center, Inc. submitted a letter requesting Fire Police coverage for the annual fireworks display to take place on Saturday, July 9, 2022. *Supervisor Feick made a motion that the Fire Police attend and provide coverage at the event - - seconded by Chairman Deck and passed unanimously (2-0).*

The Borough of Robesonia and the Pioneer Hose Co., No.1 sent a request for Fire Police assistance with Robesonia’s Annual Fire Works & Street Fair on Saturday, June 25, 2022. *Supervisor Feick made a motion that the Fire Police attend and provide assistance at the event - - seconded by Chairman Deck and passed unanimously (2-0).*

OTHER BUSINESS

Requests for the Board to authorize the carpets to be cleaned. Martin’s Floor Coverings quoted the same price as last year, \$386.05 for daytime cleaning. *Supervisor Feick made a motion to authorize the carpets to be cleaned - - seconded by Chairman Deck and unanimously (2-0).*

Supervisor Feick made a motion to amend the agenda to include authorization to execute the cancellation requests / policy releases for Christy Flaherty and Heather Claman’s Surety Bond Coverage Policies - - seconded by Chairman Deck and passed unanimously (2-0).

Supervisor Feick made a motion to authorize execution of the cancellation requests for Christy Flaherty and Heather Claman Surety Bond Policies - - seconded by Chairman Deck and passed unanimously (2-0).

FINANCIAL REPORTS AND APPROVAL FOR PAYMENT OF BILLS:

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

General Account	\$ 40,568.12
First Citizens General Holding Account	\$ 176,788.86
General Plus Account	\$ 218,217.10
State Aid Account	\$ 7.04
State Plus Account	\$ 159,556.02
Street Light Account	\$ 22,469.09
Recreation Planning Escrow Account	\$ 467.46
Payroll Account	\$ 18,866.08
American Rescue Plan Account	\$ 181,176.79

Payments of Bills for this June 8, 2022 meeting are:

General Account – Checks #21033-21089 in the amount of \$82,241.61

Street Light Account – Check #471 in the amount of \$1,400.39

Total expenses for this June 8, 2022 Meeting are \$83,642.00

Supervisor Feick made a motion to approve the payment of bills for this June 8, 2022 meeting - - seconded by Chairman Deck and passed unanimously (2-0).

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

Sewer Operation Account: \$2,138.27

Balance in the Sewer Holding Account: \$317,585.33

Debt Service Account: \$428,432.77

Expenses for this meeting: \$27,251.22

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 (2-0).

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 (2-0).

Respectfully Submitted,
Kathy Judy, Secretary
Tulpehocken Township