

**Tulpehocken Township
Board of Supervisors
Meeting of November 9, 2022**

The Tulpehocken Township Board of Supervisors met on November 9, 2022, in the Township meeting room at 7 P.M. In attendance and voting were Supervisors: Chairman Gary Deck, Vice Chairman Lester Feick and Supervisor Harold Zimmerman. Also present were Bryan Dronick, Police Chief and Kathy Judy, Township Secretary/Treasurer.

Members of the audience included Melita Martin, Jessica Conner and Adrienne Balthaser

CALL TO ORDER

Chairman Deck called the meeting to order at 7:07 P.M.

The meeting continued with the pledge to the American Flag.

PUBLIC COMMENTS: Several residents of Gravel Pit Road were present to discuss broadband cable and internet not being available at their properties. They have filed a complaint with the FCC and a surveyor was out recently to look. The amount Comcast previously quoted to run service to the homes is unaffordable. They are asking for any assistance the Township can offer in finding out what grants may be available to help fund having service installed down Gravel Pit Road and other unserved areas. The residents provided information on research they've done into an unserved highspeed broadband funding program. The board discussed and plans to look into the matter, make inquiries and gather more information on the subject.

APPROVAL OF MINUTES

Vice Chairman Feick made a motion to approve the minutes from the October 12, 2022 Board of Supervisors Meeting - - seconded by Supervisor Zimmerman and passed unanimously (3-0).

ADMINISTRATIVE ACTION

Planning Commission Recommendations

The November 3, 2022 Planning Commission meeting was cancelled for lack of business.

Capital City Remodelers, LLC: The time extension for this plan expires November 9, 2022. The applicant's engineer has advised that they are not going to put in a time extension. At the time of this November 9, 2022 meeting, the plan has not been withdrawn. *Supervisor Zimmerman made a motion to reject the plans per the Township Engineer's letter of May 4, 2021 - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Solicitor Legal Discussions

Harold Case, 54 Midway Road – Harold and Sylvia Case have submitted the signed and notarized Land Development Improvement and Maintenance Agreement, the Stormwater Operation Maintenance Agreement and escrows. With the execution of these agreements, all of the conditions for waivers and other requirements will have been satisfied and plans can be approved as previously motioned for at the October 12, 2022 Board of Supervisors

Meeting. *Supervisor Zimmerman made a motion to execute the Agreements - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Escrow Release: None

Correspondence from Zoning Officer: None

Land Development: None

Recreation Board

The Recreation Board met October 27, 2022. The Board plans to hold meetings every-other month in 2023. Contact with the DCNR Advisor has been made. The next steps are to upload a waiver request letter, as many of the requirements have already been satisfied during the previously completed grant study. Ensure the Recreation bank account meets the DCNR grant requirements; if not, open an account that does and transfer into it the funds required as a matching contribution.

Supervisor Zimmerman made a motion authorizing the Waiver Request letter to be signed by the Chairman and submitted to DCNR - - seconded by Vice Chairman Feick and passed unanimously (3-0).

Supervisor Zimmerman made a motion authorizing a bank account for Master Grant funds to be established and for the matching funds to be transferred into it from the Recreation Fund. Furthermore, if it can be confirmed with DCNR that postponing the transfer of funds until January, 2023 would not have a negative impact, the transfer is to wait until January, 2023 as budgeted for - - seconded by Vice Chairman Feick and passed unanimously (3-0).

Vice Chairman Feick made a motion to hire YSM for services approved as payable from grant and matching funds - - seconded by Vice Chairman Feick and passed unanimously (3-0).

STAFF REPORTS

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

ACTIVITY	TULPEHOCK EN TWP.	MARION TWP.
MILES PATROLLED	2319	772
GALLONS OF FUEL	229.5	0
HOURS WORKED	512.75	60
PATROL HOURS	340.5	47
TULPEHOCKEN AREA SCHOOL DIST. HOURS	49.7	0
TOTAL INCIDENTS	18	4
TOTAL COMPLAINTS	17	2
MISCELLANEOUS CALLS FOR SERVICE	66	8
FOLLOW-UP INVEST	6	3
TELEPHONE ASSIGNMENTS	24	5

COMM/RESIDENTIAL ALARMS	0	1
EMS/FIRE ADVISORIES	33	4
TRAFFIC STOPS	15	6
CITATIONS ISSUED	17	6
NON-TRAFFIC CITATIONS	0	0
TRAFFIC WARNINGS	5	2
WARRANTS	0	0
PARKING TICKETS	0	0
TRAFFIC ACCIDENTS	5	2
DUI ARRESTS	2	0
MISDEMEANOR/FELONY	1	0
SECURITY CHECKS	52	44
POLICE ASSISTS	17	0
MOTORISTS ASSISTS	0	0
COURT APPEARANCES	5	0
SCHOOL (TRAINING) HOURS	0	0

Chief Dronick reported that during the month of October there were 168 calls received through Berks County 911 for police service; noting that seventeen (24) of those were for Teen Challenge.

Cadet Agreement – There was discussion regarding hiring of a cadet, Academy, hours, benefits, and the amount Mopect will reimburse for wages and tuition after graduation. The Board wants to inquire with the Township Solicitor regarding an agreement with terms, personnel policies and procedures unique to the position for the period of time from hire and until eligible to fall under the Police Contract/Collective Bargaining Agreement with the Township.

Chief Dronick informed the Board that he received a revised quote for the portable radio. It was previously quoted at \$6,225.88; the new amount is \$5,270.00, a \$955.88 savings.

Chief Dronick informed the Board that the 2022 police Interceptor vehicle has been delivered to the dealership for upfitting. He expects to take delivery by the end of November; it will then need to be lettered and the electronics will need to be installed/transferred. The Chief provided the Board with copies of the quotes from Brown Signs for the lettering (originally \$1,590 minus \$170 Brown Signs is donating toward the cost, bringing our cost down to \$1,420) and RMI for the transfer of the electronics (\$2,058).

Chief Dronick also asked the Board to consider approving the addition of rear and side lights to the 2018 vehicle and supplied the Board with quotes; the best of the two quotes was from 10-8 Emergency Vehicle Service for \$2,931.70.

Supervisor Zimmerman made a motion for Chairman Deck to sign a letter authorizing Chief Dronick to sign the paperwork at the Dealership when the Interceptor is available to be picked-up - - seconded by Vice Chairman Feick and passed unanimously (3-0).

Supervisor Zimmerman made a motion to approve lettering and electronics transfer work for the 2022 police vehicle for the quoted total amount of \$3,478 and having additional rear and side lights installed on the 2018 police vehicle for the quoted amount of \$2,931.70 - - seconded by Vice Chairman Feick and passed unanimously (3-0).

Citizen Complaint – A complaint was received regarding Police Department Personnel. The Board reviewed and discussed the complaint. No further action at this time.

Road Master Report – Vice Chairman Feick read the October, 2022 report. The work consisted of work on Witman Road, phone calls, checking stormwater at Mountain Meadows when it rained after they paved, removing trees from roadways, the regular sewer meter reading and maintenance work, mowing lawns, inspections at Dutch Valley, highway mowing, picked up the plow at E.M. Kuntz (which will need to go back in for a leak), check on a road complaint on Four Points Road, meeting at the School, meeting with John Zinn to visit the Lions Club and review insurance.

There was some discussion regarding how many part-time employees will be available for on call snow removal this winter; how many have CDLs and who might be a candidate with a CDL.

Fire Chiefs' Reports – Vice Chairman 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.

Vice Chairman Feick provided an update that the removal of the old pump station in Mt. Aetna and final connection and switch over to the new pump station is expected to happen on or around November 14th or 15th.

UNFINISHED BUSINESS : None

NEW BUSINESS

The 2023 Reorganization meeting is Tuesday, January 3, 2023. Due to a schedule conflict the Board has chaired this and will need to revisit setting a time for the meeting and approving advertising.

2023 Meeting Dates – Vice Chairman Feick made a motion to advertise the 2023 Meeting dates, after updates to the January 3, 2023 Reorganization Meeting are made - - seconded by Supervisor Zimmerman and passed unanimously (3-0).

CORRESPONDENCE

Berks County Historical Society donation request. Vice Chairman Feick made a motion to table this with no action at this time - - seconded by Supervisor Zimmerman and passed unanimously (3-0).

Animal Rescue League, 2023 Animal Control information. The Board has not been participating in this and is taking no action at this time.

OTHER BUSINESS

Appointment of CPA Auditor. Mrs. Judy has requested and is in the process of receiving quotes for the 2022 Audit and will report back to the Board with that information. No action at this time.

Board vacancies for 2023

1. **Planning Commission** – Robert Sattazahn’s term ends December 31, 2022. He has indicated that he would like to be reappointed. *Vice Chairman Feick made a motion to reappoint Robert Sattazahn as a member of the Planning Commission for the January, 2023 – December, 2026 term - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
2. **Zoning Hearing Board** – Larry Dean Martin’s term ends December 31, 2022. He has indicated that he would like to be reappointed. *Vice Chairman Feick made a motion to reappoint Larry Dean Martin to the Zoning Hearing Board for the January, 2023 – December, 2025 term - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

FINANCIAL REPORTS AND APPROVAL FOR PAYMENT OF BILLS:

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

General Account	\$ 16,652.85
First Citizens General Holding Account	\$ 105,138.48
General Plus Account	\$ 370,791.48
State Aid Account	\$ 64.58
State Plus Account	\$ 38,719.84
Street Light Account	\$ 28,408.31
Recreation Fund – Class Account	\$ 19,070.98
Recreation Fund – Prime Account	\$ 111,165.18
Payroll Account	\$ 15,930.84
American Rescue Plan Account	\$ 365,543.39

Payments of Bills for this November 9, 2022 meeting are:

General Account – \$44,024.56

Street Light Account – \$1,449.45

Recreation Fund – \$650.00

Total expenses for this November 9, 2022 Meeting are \$46,124.01

Vice Chairman Feick made a motion to approve the payment of bills for this November 9, 2022 meeting - - seconded by Supervisor Zimmerman and passed unanimously (3-0).

Sewer Accounts balances for the end of October, 2022 were as follows:
Sewer Account Plgit Prime: \$150,105.82
Sewer Operation Account: \$4,095.74
Balance in the Sewer Holding Account: \$104,592.50
Debt Service Account: \$432,323.09
Expenses for this meeting: \$20,699.10

Supervisor Zimmerman made a motion to approve the payment of bills for this November 9, 2022 meeting - - seconded by Vice Chairman Feick and passed unanimously (3-0).

EXECUTIVE SESSION

At 4:30 PM the Board of Supervisors called an executive session to discuss personnel matters.
At 4:55 the Board returned from Executive - - no action is needed.

At 5:40 PM the Board of Supervisors called an executive session to discuss personnel matters.
At 5:50 the Board returned from Executive Session - - no action is needed.

ADJOURNMENT OF MEETING

Vice Chairman Feick made a motion to adjourn the meeting at 9:25 PM - - seconded Supervisor Zimmerman and passed unanimously (3-0).

Respectfully Submitted,
Kathy Judy, Secretary
Tulpehocken Township