

**Tulpehocken Township
Board of Supervisors
Meeting of January 11, 2023**

The Tulpehocken Township Board of Supervisors met on January 11, 2023, in the Township meeting room at 7 P.M. In attendance and voting were Supervisors: Chairman Gary Deck, Vice Chairman Lester Feick and Harold Zimmerman, Supervisor. Also, present were Chris Hartman, Township Solicitor; Bryan Dronick, Police Chief and Kathy Judy, Twp. Secretary / Treasurer.

Members of the Audience included: Jeffrey Zimmerman, Robert Sattazahn and Jacob Derr.

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: None.

APPROVAL OF MINUTES

- *Vice Chairman Feick made a motion to approve the minutes from the December 14, 2022 Board of Supervisors meeting - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
- *Supervisor Zimmerman made a motion to approve the minutes from the January 3, 2023 Board of Supervisors Reorganization Meeting - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

ADMINISTRATIVE ACTIONS

Planning Commission: None.

Solicitor Legal Discussions:

Comcast Franchise Agreement – Following up on the Board’s inquiries, Atty. Hartman advised that there may be room to negotiate the terms in the Areas to be served section of the Franchise Agreement. The Board will confirm for the Solicitor the distance of the unserved portion of Gravel Pit Road and the number of properties along it to help establish the terms to propose in negotiations with Comcast (i.e. proposing they provide service to any area where there are (*ten*) houses or businesses in a (*one*) mile stretch). If an agreement can’t be reached for those terms, the Solicitor would then propose that they provide service to this portion of Gravel Pit Road due to the amount of interest from the residents. There was also some discussion about whether the Board wanted to consider an increase to the current 2% Franchise Fee the Township receives on Cable Television Services – this is to be revisited. Mrs. Judy is to contact the Offices of the State Senator and District Representative for information regarding any assistance, funding or aid available to help get service for unserved areas and/or line extensions.

Escrow Release: None.

Correspondence from Zoning Officer: None.

Chloe Drive – Rooster. The Zoning Officer spoke with the resident, and a letter was sent. The Zoning Officer will be issuing a new letter to the correct an error in the address – complaint remains open.

25 Deck Road – The Board reviewed and discussed a Citizen complaint letter that was received regarding the number of horses at the property. The Board will request that the Zoning Officer investigate and report back to them with her findings.

3 Magdalena Street – The Board reviewed and discussed an anonymous Citizen complaint letter that was received regarding vehicles at the property.

The number of vehicles at 121 Godfrey Street and 591 Godfrey Street was also discussed.

The Board will request that the Zoning Officer loop through the Township and act on any Zoning Violations or concerns found.

102 Rehrersburg Road. A letter was received and the applicants have officially withdrawn their application. The Zoning Hearing that was scheduled for Tuesday, January 17, 2023 is now cancelled.

Land Development: None.

Recreation:

The Board and the Township Solicitor have reviewed the Service Agreement with YSM. *Vice Chairman Feick made a motion to approve and sign the Service Agreement with YSM Landscape Architects once it has been revised to include a “fees not to exceed” note in section B; and to send the signed agreement to DCNR - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

STAFF REPORTS

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

ACTIVITY	TULPEHOCKEN TWP	MARION TWP
MILES PATROLLED	1612	609
GALLONS OF FUEL	189	0
HOURS WORKED	368	60
PATROL HOURS	214.75	45.75
TULPEHOCKEN AREA SCHOOL DIST. HOURS	35.47	0
TOTAL INCIDENTS	10	1
TOTAL COMPLAINTS	7	3
MISCELLANEOUS CALLS FOR SERVICE	38	11
FOLLOW-UP INVEST	6	0
TELEPHONE ASSIGNMENTS	15	2
COMM/RESIDENTIAL ALARMS	0	0
EMS/FIRE ADVISORIES	17	8
TRAFFIC STOPS	2	2
CITATIONS ISSUED	3	3
NON-TRAFFIC CITATIONS	0	0

TRAFFIC WARNINGS	0	0
WARRANTS	2	0
PARKING TICKETS	0	0
TRAFFIC ACCIDENTS	4	0
DUI ARRESTS	0	0
MISDEMEANOR/FELONY	1	1
SECURITY CHECKS	46	37
POLICE ASSISTS	6	0
MOTORISTS ASSISTS	0	0
COURT APPEARANCES	1	2
SCHOOL HOURS	0	0

Chief Dronick reported that during the month of December there were 109 calls received through Berks County 911; noting that ten (10) were for Teen Challenge.

The Board reviewed a classified ad the Chief prepared for the Cadet position. The Board and Chief discussed advertising options. *Vice Chairman Feick made a motion to post the ad on the Police Department Facebook page and the Township website and advertise it in the Reading, Schuylkill County and Lebanon newspapers - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

Road Master’s Report: Vice Chairman Feick read the December, 2022 report. The work consisted of sewer maintenance, working in the shop, getting equipment ready for winter, working on the police car, reading sewer meters, sign maintenance, two downed trees, and two snow events.

Service Truck Chassis: Vice Chairman Feick updated the Board that the cost estimate to paint the Chassis is \$3,950. *Supervisor Zimmerman made a motion to approve having the chassis painted and the cost to be added to the total costs for the Service Truck and approved to be paid for with American Rescue Act funds - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Costars Salt Contract: Vice Chairman Feick stated that with the supply on hand and weather that the Board should wait to submit the application – no action at this time; the Board will revisit this at its meeting in February.

Fire Chiefs’ Report – Vice Chairman Feick read the monthly reports for the Keystone Fire Company and the Rescue Fire Company.

SEWER OPERATIONS

Judgements and Delinquent Sewer Accounts: No action needed.
The Board discussed a check valve at the new pump station that had frozen over the holiday weekend.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

CORRESPONDENCE:

BCPC sent information regarding County UCC Board of Appeals membership. The Board discussed and agreed that because the Township has a UCC Appeals Board and Solicitor, no action was needed.

A letter from Andulhea Heritage Center was received. They are requesting financial aid/donations to help fund the Tulpehocken Territory 300th Anniversary Celebration events in 2023. The Board discussed and agreed that they would like to contribute toward some of the events that are scheduled to take place in Tulpehocken. Mrs. Judy will contact the Heritage Center and report back to the Board with more information about the events taking place in the Township and costs. To be revisited at the February Board of Supervisors meeting.

OTHER BUSINESS:

CPA Auditor for fiscal year 2022

- *Vice Chairman Feick made a motion to adopt **Resolution 2023-3** appointing RKL, LLP as CPA Auditor for fiscal year 2022 - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
- *Supervisor Zimmerman made a motion to approve execution of the 'Objective and Scope of the Audit of the Financial Statements' - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- *Supervisor Zimmerman made a motion to sign Confirmation letters to financial institutions - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

SmrtGuys Bi-Yearly Service Contract: the quote from SmrtGuys for the Bi-Yearly Service Contract for 2023 is \$550 (a \$40.00 increase) *Supervisor Zimmerman made a motion to accept the Smrt Guys 2023 bi-yearly service contract for a cost of \$550.00 - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Solar Installations: Robert Satazahn, in the audience, informed the Board of Supervisors that solar farms were discussed at the January 5, 2023 Planning Commission Meeting. At the Planning Commission's February 2, 2023 Meeting they will be discussing the topic and a draft ordinance. The Board discussed attending and making it a joint meeting. *Supervisor Zimmerman made a motion to advertise the February 2, 2023 Planning Commission Meeting as a joint meeting with the Board of Supervisors - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

TRAINING AND OTHER INVITATIONS

The Center for Excellence in Local Government sent an announcement for the fifteenth annual Municipal Officials Dinner to be held on Thursday, March 16, 2023 (snow date: Friday, March 17, 2023) The Supervisors plan to attend; Mrs. Judy to provide the RSVP when it's requested.

FINANCIAL REPORT AND APPROVAL FOR PAYMENT OF BILLS

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

General Account	\$ 7,192.58
First Citizens General Holding Account	\$ 194,345.78
General Plus Account	\$ 274,253.10
State Aid Account	\$ 64.97
State Plus Account	\$ 38,985.29
Street Light Account	\$ 26,168.34
Recreation Fund – Class Account	\$ 18,410.44
Recreation Fund – Prime Account	\$ 111,518.52
Payroll Account	\$ 11,652.28
American Rescue Plan Account	\$ 368,049.43

Payments of Bills for this January 11, 2023 meeting are:

- General Account combined with the payroll account – Checks #21397 – 21435 in the amount of \$38,392.65
- Street Light Account – Check #480 in the amount of \$1,528.06
- Recreation Fund – Checks # 113-115 in the amount of \$426.05
- Total Expenses for this January 11, 2023 Meeting are \$40,846.76

Vice Chairman Feick made a motion to approve the payments of the bills for this January 11, 2023 meeting - - seconded by Supervisor Zimmerman passed unanimously (3-0).

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

- Sewer Operation Class Account – \$11,723.39
- Sewer Operation Prime Account - \$151,134.89
- Balance in the Sewer Holding Account - \$89,478.92
- Debt Service Account - \$435,286.98

Payments of Bills in the Sewer Operation Account for this January 11, 2023 meeting are:

- Check #2942 to 2958 in the amount of \$19,308.60

Supervisor Zimmerman made a motion to approve payment of the sewer bills for this January 11, 2023 meeting - - seconded by Vice Chairman Feick and passed unanimously (3-0).

EXECUTIVE SESSION (if needed): The Board did not call an Executive Session.

ADJOURNMENT OF MEETING

Chairman Deck made a motion to adjourn the meeting at 9:52P.M. The motion was seconded by Supervisor Zimmerman and passed unanimously (3-0).

Respectfully Submitted,

Kathy Judy, Secretary
Tulpehocken Township