

**Tulpehocken Township
Board of Supervisors
Meeting of September 13, 2023**

The Tulpehocken Township Board of Supervisors met on September 13, 2023, 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 Linda Wilcox and Mike Najarian.

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 August 9, 2023 Board of Supervisors meeting - - seconded by Supervisor Zimmerman and passed unanimously (3-0).

ADMINISTRATIVE ACTIONS

Planning Commission recommendations:

9 Mill Road, Jason Newswanger Land Development Plan: A plan for the expansion of the dairy facility and a request for some waivers had been submitted.

- In accordance with a recommendation passed by the Planning Commission on September 7, 2023, *Supervisor Zimmerman made a motion to approve the requested waivers for Sections 302, 302.3F, 303.1B, 303.1H, 502.1M.4b and 602.7, with the condition that monuments and pins be placed as agreed upon and a note of these locations be added to the plan - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- Having approved the Waiver Requests, and in accordance with the Planning Commission's recommendation, *Supervisor Zimmerman made a motion to grant conditional plan approval, if the waiver approval conditions and all of the requirements of the Engineer's September 5, 2023 letter are satisfied - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Correspondence from Zoning Officer: In the August, 2023 update, the Zoning Officer addressed:

- 7668 Lancaster Avenue – the debris, vehicles and weeds have been cleaned up and the complaint is closed.
- 7653 Lancaster Avenue – the grass and shrubs have been cut and the complaint is closed.
- 44 Rehrersburg Road – debris and vehicles have not been cleaned up. Prepared to send a citation despite not receiving certified card back. *Vice Chairman Feick made a motion authorizing a citation be issued against the owner(s) of 44 Rehrersburg Road for violation of the Township Property Maintenance Code - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
- 344A Godfrey Street – if proposed ordinance amendments are enacted, will have them apply for the permit. No action at this time.

Recreation:

Grant Study Committee: The Board reviewed the minutes from the August 29, 2023 Study Committee Meeting.

Recreation Board: The Board reviewed the 2nd Quarter rental income. There was some discussion about the propane service and tank at the park and no action to be taken at this time.

STAFF REPORTS

Police Report – Chief Dronick read the August, 2023 Police Report as follows:

ACTIVITY	TULPEHOCKEN TWP.	MARION TWP.
MILES PATROLLED	1936	741
GALLONS OF FUEL	209.2	
HOURS WORKED	453.25	60
PATROL HOURS	223.75	40
TULPEHOCKEN AREA SCHOOL DIST. HOURS	11.5	
TOTAL INCIDENTS	7	3
TOTAL COMPLAINTS	11	1
MISCELLANEOUS CALLS FOR SERVICE	18	6
FOLLOW-UP INVEST	5	7
TELEPHONE ASSIGNMENTS	18	11
COMM/RESIDENTIAL ALARMS	0	3
EMS/FIRE ADVISORIES	31	13
TRAFFIC STOPS	22	22
CITATIONS ISSUED	28	24
NON-TRAFFIC CITATIONS	0	3
TRAFFIC WARNINGS	5	4
WARRANTS	1	0
PARKING TICKETS	0	0
TRAFFIC ACCIDENTS	2	1
DUI ARRESTS	0	0
MISDEMEANOR/FELONY	0	1
SECURITY CHECKS	46	21
POLICE ASSISTS	12	0
MOTORISTS ASSISTS	0	0
COURT APPEARANCES	2	2
SCHOOL (TRAINING) HOURS	0	0

Chief Dronick reported that during the month of August there were 166 calls received through Berks County 911 for police service; noting that sixteen (16) of those were for Teen Challenge.

2023 Ford Police Interceptor – Chief Dronick informed the Board that the cruiser was received from the dealer, sent for lettering, received back on September 11, 2023 and is now in service.

Cadet - Chief Dronick informed the Board that John Guacci continues to do good at the Academy. Graduation is scheduled for December 22, 2023 with the State Test to take place on December 27, 2023. The Chief stated that he would like to order the rest of John's uniforms, gear and minor duty equipment which should cost around \$1,280.00. *Supervisor Zimmerman made a motion to approve purchases - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Chief Dronick informed the Board of Supervisors that the Highway Safety Network is extending the grant for the Police Traffic Service Project from 10/01/2023 to 09/30/2026. *Supervisor Zimmerman made a motion to sign and submit the Conditions of Agreement Grant Extension - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Roadmaster Report

Vice Chairman Feick read the August, 2023 report. The work consisted of sign maintenance, working in the shop, lawn mowing, regular sewer maintenance, monthly meter readings, removing some trees that came down, paperwork, met with Soil Conservation to visit Spur Road which had come up for an audit review for them, highway mowing, met with Whitmoyer Ford Representative at E.M. Kutz to sign paperwork for the service truck chassis, stock piled stone (about 125 tons were recovered following PennDOT's recent tar and chipping).

Road Project Contract 2, Whitman Road Seal Coat - the work is complete. *Vice Chairman Feick made a motion to pay Asphalt Maintenance once the bill is received and it is PennDOT approved - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

Service Truck – the chassis is at E.M. Kutz for installation of the body. The truck will still need a radio and lettering. *Supervisor Zimmerman made a motion to approve the purchase and installation of a radio and to have the lettering work done - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Other matters discussed included:

- Plans to sweep Witman Road and to repaint lines on Witman, Wintersville and Deck Roads.
- Spur Road; the Board agreed that the work that had been done there is holding up well.
- Deck Road and what work or clean out could possibly be done to help with water control.

Fire Chiefs' Reports

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

The Rehrersburg Annual Car Show was held on Saturday, September 9, 2023.

SEWER OPERATIONS

Judgements and Delinquent Sewer Accounts: Nothing to act on.

Update regarding 6 Magdalena Street Civil Complaint: No update at this time.

Chairman Deck made a motion to amend the agenda to include 'Reimbursement of Village Estates Pump Station electric bills' - - seconded by Supervisor Zimmerman and passed unanimously (3-0).

Vice Chairman Feick stated that Leonard Martin has asked about being reimbursed for pump station electric bills. From 12/05/2017 through 10/21/2022 he (dba: Mt. Aetna Village) was being billed for and had paid \$1,380.64 in pump station electric bills. In October of 2022 the account information was corrected with Met-Ed and is now going to the Township Sewer Service. The Board agreed that, as the recipient of all service fee revenues from its inception, the electric bills for the pump station operation would be the Township's responsibility. *Chairman Deck made a motion to approve reimbursing Leonard Martin (Mount Aetna Village) \$1,380.64 for the pump station electric bills paid - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

NEW BUSINESS

Sale of Ford Explorer: The Board discussed de-lettering the Chevy Tahoe, putting it in service as a municipal vehicle and selling the Ford Explorer. *Vice Chairman Feick made a motion to sell the Ford Explorer on Municibid, listing it for a no reserve amount - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

Winter Maintenance Services Agreement with PennDOT for 2024-2028: The Board reviewed the Agreement estimated to pay a total of \$65,751.67 in the initial five year term. The Agreement provides for up to an additional five one-year terms subsequent to the initial term. *Vice Chairman Feick made a motion to adopt Resolution 2023-5 and to approve and execute the Winter Maintenance Services Agreement - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

2024 Minimum Municipal Obligation (MMO) for the Police Pension Plan: The MMO for 2024 was prepared on the 2023 wage figures. The Township's obligation will be \$10,686.00. *Vice Chairman Feick made a motion to accept the MMO in the amount of \$10,686.00 and authorize it to be sent to PMRS - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

Proposal for Agricultural Security Area: The Board acknowledged receipt of a Proposal for an Agricultural Security Area from Vernon and LouAnn Martin for the property at 54 Mill Road. *Vice Chairman Feick made a motion to accept the petition and revisit the matter following the expiration of the 180-day waiting period - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

CORRESPONDENCE

Shartlesville Fire Company is requesting Fire Police assistance for traffic control at their parade and block party on Saturday, September 23, 2023. *Supervisor Zimmerman made a motion to approve providing Fire Police Assistance for this event - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

The Borough of Myerstown is requesting Fire Police assistance at their Holiday Parade on Saturday, November 25, 2023 (rain date November 26, 2023). *Vice Chairman Feick made a motion to approve providing Fire Police Assistance for this event - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

PSATS Health Insurance Cooperative Trust – 2023 Ballot for Election of Trustees: The Board reviewed information about the candidates the Trust is recommending. *Chairman Deck made a motion for the Vice Chairman to sign the Ballot for candidates Marvin Meteer and Jack Hines for election - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

Berks County Conservation District is offering to host Spotted Lantern Fly and Spotted Lantern Fly Trap Public Events at Township locations. *Supervisor Zimmerman made a motion to invite the Conservation District to host an event in Tulpehocken Township - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

An invitation to the 2023 Berks County Convention on Thursday, October 20, 2023, 5:00 PM-9:30 PM was received: Chairman Deck, Vice Chairman Feick and Supervisor Zimmerman are all interested in attending – Mrs. Judy will send in the registration information.

OTHER BUSINESS

Citizens Complaint – 588 Godfrey Street: The condition of a shared driveway is in question. After reviewing current photographs and previous correspondence from 2007 through 2009 from State Representative Sheila Miller’s Office and PennDOT, the Board believes this would be a private or civil matter between the property owners.

Trick or Treat Night for 2023: Halloween in on a Tuesday this year. Bethel Township would be agreeable to scheduling Trick or Treat for October 31st from 6PM-8PM and sharing the advertisement. *Supervisor Zimmerman made a motion to set trick or treating in Tulpehocken Township for Tuesday, October 31, 2023 from 6PM to 8PM, advertise together with Bethel and split the cost of the ad - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

FINANCIAL REPORTS AND APPROVAL FOR PAYMENT OF BILLS:

Account Balances for the end of August, 2023 were as follows:

General Account	\$ 14,306.26
First Citizens General Holding Account	\$ 319,160.11
General Prime Account	\$ 283,546.03
State Aid Account	\$ 1,259.97
State Prime Account	\$ 91,084.59
Street Light Account	\$ 34,251.27
Recreation Fund – Class Account	\$ 16,439.08
Recreation Fund – Prime Account	\$ 110,900.12
Payroll Account	\$ 17,925.15
American Rescue Plan Account	\$ 375,279.24

Payments of Bills for this September 13, 2023 meeting are:

General Account – Checks #21720 - 21753 in the amount of \$25,506.24
Street Light Account – Check #491 in the amount of \$1,830.31
Recreation Fund – Checks #137 – 139 in the amount of \$408.48
Recreation Planning Escrow – Check #119 in the amount of \$1,295.60
American Rescue Plan Account – Checks #1005 – 1006 in the amount of \$98,326.54
Total expenses for this September 13, 2023 Meeting are \$127,367.17

Vice Chairman Feick made a motion to approve the payment of bills for this September 13, 2023 meeting - - seconded by Supervisor Zimmerman and passed unanimously (3-0).

Sewer Accounts balances for the end of August, 2023 were as follows:

Sewer Prime Account: \$156,256.06

Sewer Operation Account: \$911.34

Balance in the Sewer Holding Account: \$41,102.35

Debt Service Account: \$450,036.58

Expenses for this meeting: \$39,385.89

Supervisor Zimmerman made a motion to approve the payment of bills for this September 13, 2023 meeting - - seconded by Vice Chairman Feick and passed unanimously (3-0).

EXECUTIVE SESSION: None

ADJOURNMENT OF MEETING

Supervisor Zimmerman made a motion to adjourn the meeting at 8:32 P.M. - - seconded by Vice Chairman Feick and passed unanimously (3-0).

Respectfully Submitted,
Kathy Judy, Secretary
Tulpehocken Township