

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

The Tulpehocken Township Board of Supervisors met on October 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 Supervisor Harold Zimmerman. Also present were Bryan Dronick, Police Chief and Kathy Judy, Township Secretary/Treasurer.

Members of the audience included Susan Wolfe and Mike Najarian.

CALL TO ORDER: Chairman Deck called the meeting to order at 7:18 P.M.

The meeting continued with the pledge to the American Flag.

PUBLIC COMMENTS: Ms. Wolfe inquired if there had been any recent incidents with motor bike riders, what registration requirements are for motorbikes and ATVs and if they are allowed to travel on roadways. Also, having seen some tree clearing along Teen Challenge Road, Ms. Wolfe inquired if any changes to the road were planned. Officer Dronick responded there have been no recent motorbike incidents and advised that ATVs are not permitted to travel along roadways; they may only cross over. Vice Chairman Feick advised that the tree clearing was to remove some standing dead trees and there are no immediate plans for any work on Teen Challenge Road.

Mr. Najarian was present on behalf of the Bethel Tulpehocken Library. The Board reviewed two quotes that the Library obtained for a new sign and requested an additional quote be presented. The matter to be revisited at a future meeting.

APPROVAL OF MINUTES

- *Vice Chairman Feick made a motion to approve the minutes from the September 13, 2023 Board of Supervisors Meeting - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

- *Supervisor Zimmerman made a motion to approve the minutes from the September 18, 2023 Preliminary 2024 Budget Meeting - - seconded by Vice Chairman Feick and passed 2-0 (Chairman Deck, absent from that meeting, abstained from the vote).*

ADMINISTRATIVE ACTIONS

Personnel

- Cadet Benefit Effective Dates: This will be revisited once hired full-time after graduation from the academy – No action taken.
- Tax Collector position – Nothing new to report.

Planning Commission recommendations:

Hetrick Farm Subdivision – 49B Summer Mountain Road: In accordance with a recommendation passed by the Planning Commission on October 5, 2023, *Supervisor Zimmerman made a motion to approve and sign the plans for the Hetrick Farm Subdivision - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Escrow Release:

- Mountain Meadows Phase One escrow: In accordance with the Township Engineer’s recommendation to reduce this Letter of Credit, *Vice Chairman Feick made a motion to approve a partial release in the amount of \$406,701.74, and for a balance of \$19,200 to remain in escrow - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
- Mountain Meadows Phase Two escrow: In accordance with the Township Engineer’s recommendation to reduce this Letter of Credit, *Supervisor Zimmerman made a motion to approve a partial release in the amount of \$362,407.92 and for a balance of \$588,755.12 to remain in escrow - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Zoning & Correspondence from Zoning Officer:

In the September, 2023 update, the Zoning Officer addressed:

- 44 Rehrersburg Road – Debris and vehicles violation. Citations were sent to the DJ’s office; waiting for hearing to be scheduled or cleanup to happen.

Zoning Ordinance Amendments - The proposed amendments for Solar Installations, Wireless Facilities and Animal Unit Allowances have been sent to the Berks County Planning Commission for their review. Following the County review, the ordinance will be advertised to be considered for enactment at a future meeting.

Recreation:

- Grant Study Committee: The Board reviewed the minutes from the September 27, 2023 Study Committee Meeting. The next meeting will be a public meeting to present, and gather feedback on, the pre-final master plan. The meeting is scheduled for 6:30 P.M. on Wednesday, October 25, 2023 at the Lions’ Den building in Rehrersburg Lions Park. *Vice Chairman Feick made a motion to approve advertisement of the Public Meeting in the Myerstown Merchandiser - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
- Recreation Board: The Board reviewed the minutes from the September 27, 2023 Recreation Board Meeting, noting a small leak in the building roof during heavy rain. The Board agreed they will inspect the roof to determine the extent of the repair needed.

STAFF REPORTS

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

ACTIVITY	TULPEHOCKEN TWP.	MARION TWP.
MILES PATROLLED	1605	667
GALLONS OF FUEL	136	
HOURS WORKED	406.25	60
PATROL HOURS	186.25	42
TULPEHOCKEN AREA SCHOOL DIST. HOURS	38.75	
TOTAL INCIDENTS	10	3
TOTAL COMPLAINTS	4	1
MISCELLANEOUS CALLS FOR SERVICE	61	2
FOLLOW-UP INVEST	2	5
TELEPHONE ASSIGNMENTS	14	5
COMM/RESIDENTIAL ALARMS	2	1
EMS/FIRE ADVISORIES	38	21

TRAFFIC STOPS	11	6
CITATIONS ISSUED	9	7
NON-TRAFFIC CITATIONS	0	0
TRAFFIC WARNINGS	2	1
WARRANTS	1	0
PARKING TICKETS	0	0
TRAFFIC ACCIDENTS	4	1
DUI ARRESTS	0	0
MISDEMEANOR/FELONY	0	0
SECURITY CHECKS	33	20
POLICE ASSISTS	10	0
MOTORISTS ASSISTS	1	0
COURT APPEARANCES	7	2
SCHOOL (TRAINING) HOURS	0	

Chief Dronick reported that during the month of September there were 139 calls received through Berks County 911 for police service; noting that twenty-six (26) of those were for Teen Challenge.

Equipment repairs and purchases

- Lockers: The Board reviewed a quote for new four new lockers and requested the department continue shopping around for a better price and lower shipping charges – no other action taken.
- Tasers: Chief Dronick presented a quote for updated tasers. With a \$6,735 refund for the department’s old tasers, and ordering before year end, the quoted amount is \$22,999 which would be billed out over a five-year period (approximately \$8,425 in 2024, and \$3,625 per year in 2025, 2026, 2027 and 2028). After some discussion and noting that Marion Township is working on applying for a grant to help with equipment costs, *Supervisor Zimmerman made a motion to approve ordering the tasers - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- 2024 Rates for Police Services: The Board reviewed and discussed the current rates being billed to the School District and to Marion Township for Police Services. After talking about fuel, vehicle maintenance, and increasing wages and insurance costs, the Board agreed and *Supervisor Zimmerman made a motion to increase the hourly rate billed for Police Services to \$82.00 per hour effective January 1, 2024, and to approve notifying the Tulpehocken Area School Board and the Marion Township Board of Supervisors of the new rate - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Roadmaster Report

Vice Chairman Feick read the September, 2023 report. The work consisted of work on the Police car, got fire extinguishers serviced, phone calls, sewer maintenance, working in the shop, checking on a complaint on Godfrey street, chipping Witman Road, cutting grass, mowing lawns, getting a key for the Explorer, work on the building, went for a refrigerator, checking on Driveway Permits, pot-hole patching, checking on line painting, the exterminator was here, checking and cleaning drain boxes on Deck Road, sweeping Witman Road and brush cutting.

Equipment Repairs: The new mower needed approximately \$2,500 in repairs; *Supervisor Zimmerman made a motion to ratify approval to repair the mower - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

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.

Update regarding 6 Magdalena Street: The Civil complaint was filed 9/26/23 and the hearing date is set for 11/13/2023

Increase Sewer Service Fees: After reviewing Sewer Service financials and with the support of the Township Engineer, the Board agreed to a 10% increase in Sewer Service Fees. *Supervisor Zimmerman made a motion to adopt Resolution 2023-6 to increase Sewer Service fees to \$71.50 per EDU effective January 1, 2024 - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Sewer Service Repairs and Purchases: None

UNFINISHED BUSINESS:

- Revised Winter Maintenance Services Agreement with PennDOT. The state has sent a revised Exhibit to the Agreement. The Board reviewed the correction and no action is necessary.

NEW BUSINESS

- CPA Auditor: RKL has contacted the Township about stepping down as CPA for the Township's Fiscal Audit. The Board discussed getting referrals for, and quotes from, other firms – updates on this will be discussed at the November meeting.

CORRESPONDENCE

PSATS Unemployment Compensation Group Trust Fund is accepting new members for the 2024 Calendar Year. No action taken.

Robesonia Borough is requesting Fire Police assistance at the annual Jack Frost Parade on Sunday, November 5, 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).*

Tulpehocken Area School District is requesting Fire Police assistance for a Track or Treat event at the MS/HS on Friday, October 20, 2023 from 5:30 to 8:30 P.M. *Vice Chairman Feick made a motion to approve providing Fire Police Assistance for this event - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

Fire Police Coverage for Tulpehocken Area School District Homecoming events on Friday October 6, 2023. *Vice Chairman Feick made a motion to ratify approval to provide Fire Police Assistance for this event - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

The Board of Supervisors reviewed a notice from the U.S. Department of Treasury for a public comment period on the release of the 2023 Interim Final Rule. Changes call for natural disasters, community development and surface transportation projects to be included as eligible uses for American Rescue Act funds. No action taken.

OTHER BUSINESS

2024 Budget Presentation Meeting – *Supervisor Zimmerman made a motion to advertise a special meeting for the presentation of the Proposed 2024 Budget to be held at 6:00 P.M. on November 8, 2023 - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

FINANCIAL REPORTS AND APPROVAL FOR PAYMENT OF BILLS:

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

General Account	\$ 10,627.86
First Citizens General Holding Account	\$ 398,687.14
General Prime Account	\$ 284,828.16
State Aid Account	\$ 1,265.30
State Prime Account	\$ 91,496.45
Street Light Account	\$ 32,536.98
Recreation Fund – Class Account	\$ 16,467.93
Recreation Fund – Prime Account	\$ 110,101.10
Payroll Account	\$ 5,870.97
American Rescue Plan Account	\$ 278,382.93

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

General Account – Checks #21754 - 21793 in the amount of \$60,676.30

Street Light Account – Check #492 in the amount of \$1,830.31

Recreation Fund – Checks #140 – 141 in the amount of \$358.59

Recreation Planning Escrow – Check #120 in the amount of \$2,936.96

Total expenses for this October 11, 2023 Meeting are \$65,802.16

Mrs. Judy asked if the Supervisors would like to cancel the Zoom subscription; the cost is \$16.95 per month and the service is not being used. *Supervisor Zimmerman made a motion to cancel the Zoom subscription - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

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

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

Sewer Prime Account:	\$156,962.62
Sewer Operation Account:	\$8,501.78
Balance in the Sewer Holding Account:	\$33,763.26
Debt Service Account:	\$452,071.55
Expenses for this meeting:	\$20,151.85

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

EXECUTIVE SESSION: None

ADJOURNMENT OF MEETING

Vice Chairman Feick made a motion to adjourn the meeting at 9:56 P.M. - - seconded by Supervisor Zimmerman and passed unanimously (3-0).

Respectfully Submitted,
Kathy Judy, Secretary
Tulpehocken Township