

**Tulpehocken Township
Board of Supervisors
Meeting of April 10, 2024**

The Tulpehocken Township Board of Supervisors met on April 10, 2024, in the Township meeting room at 7:00 P.M. In attendance and voting were Supervisors: Chairman Gary Deck, Vice Chairman Lester Feick and Harold Zimmerman. Also, present were Michelle Mayfield, Township Solicitor; Bryan Dronick, Police Chief; Kathy Judy, Township Secretary / Treasurer and Lori Deck, Tax Collector.

Members of the Audience included: Terry Blatt, Susan Wolfe, and George Field

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: A member of the audience asked if there was an ordinance against placing cans or chairs on the shoulder of the road in town to prevent others from parking in the spot because this has been the case at a property in Rehrersburg for several days. The Board confirmed that there is no ordinance. The board shared that they thought the property owner may be trying to hold the spaces for a dumpster rental.

APPROVAL OF MINUTES:

- *Vice Chairman Feick made a motion to approve the minutes from the March 13, 2024 Board of Supervisors Meeting - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

ADMINISTRATIVE ACTIONS

Planning Commission Recommendations:

- Waiver of Land Development – Terry & Teresa Blatt, 19 East Market Street. The Blatts’ want to build a 40’ x 25’ garage and are requesting a waiver of the land development requirement. In accordance with the Planning Commissions recommendation, *Supervisor Zimmerman made a motion to grant the waiver of Land Development with the conditions that zoning and storm water requirements are met, intent for capture of roof and impervious be provided, a seepage pit/trench for roof leaders be installed and corner clearance be reviewed by the Township Zoning Officer - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Solicitor Legal Discussion: None.

Escrow Release:

- **Glenn Hoover Dairy Operation:** In accordance with the Township Engineer’s recommendation, *Vice Chairman Feick made a motion to authorize the release of this Letter of Credit and closing this escrow account - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

Correspondence from Zoning Officer:

- **March Update:** The Township Solicitor updated the Board that due to a homeowner requested continuance and a scheduling conflict we will need to request another short continuance; the hearing will probably be closer to the end of April.

- Complaint about trucks idling overnight: The Board reviewed a complaint and photos it received for a truck that sat overnight idling at the Sunoco south of Rehrersburg. The board agreed, while it's not known if the truck was idling or if it may have been a refrigeration unit, trucks do sometimes park there and idle longer than state law allows. The Board agreed a letter would be sent to the owners of the Sunoco to see if they would consider putting up signage for no idling.
- Amend Ordinance's Accessory Solar Energy System definition. The Board discussed this and want to change the definition's kw limitation to be 'no more than 105% of normal usage' and require that one year of electric usage records be submitted with the application as supporting documentation for the system size and kwh production – *Supervisor Zimmerman made a motion authorizing the Solicitor to prepare and send a draft to the Berks County Planning Commission for review - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- Review Zoning Hearing Board Application, Paradise Energy Solution, LLC, 118 Wintersville Road (Randal & Gwendolyn Weaver) – The Board reviewed the application and discussed the Planning Commission's review and recommendation to the Zoning Hearing Board. *Vice Chairman Feick made a motion that the Board of Supervisors recommend that the Zoning Hearing Board support the application - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

Recreation:

- **Lions Park: Maintenance and operation repairs and purchases:**
At the Recreation Board's March 27, 2024 Meeting recommendations were made for the Board of Supervisors to consider:
 - o Repairing the Mount Aetna walking bridge – the Board discussed this as requested. Because the bridge is in PennDOT's right-of-way and on private property, no action will be taken at this time.
 - o Replacing the flag pole at the park – the Board discussed this and agreed to wait until the park sign is installed. They would like to install a new flag pole at that time so it is located near and illuminated along with the sign. No action at this time.
 - o Fixing leak and painting the roof of the Lions Den building – the Board discussed this and possible contractors for the job. It was agreed to get a couple of quotes to be considered at a future meeting.
- Grant opportunities for development at the park – The Board reviewed a proposal from YSM to prepare the DCED grant application for the Township. *Chairman Deck made a motion to sign the proposal and hire YSM to apply for the DCED grant - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

STAFF REPORTS

Police Report – Chief Dronick read the February, 2024 Police report as follows:

	<u>Tulpehocken</u>	<u>Marion</u>
MILES PATROLLED	2362	908
GALLONS OF FUEL	195.4	
HOURS WORKED	642	60
PATROL HOURS	373.25	48.25
TULPEHOCKEN AREA SCHOOL DIST. HOURS	33.25	
TOTAL INCIDENTS	6	3
TOTAL COMPLAINTS	3	1

MISCELLANEOUS CALLS FOR SERVICE	56	8
FOLLOW-UP INVEST	7	1
TELEPHONE ASSIGNMENTS	6	4
COMM/RESIDENTIAL ALARMS	2	5
EMS/FIRE ADVISORIES	13	8
TRAFFIC STOPS	25	18
CITATIONS ISSUED	32	27
NON-TRAFFIC CITATIONS	0	1
TRAFFIC WARNINGS	4	2
WARRANTS	1	0
PARKING TICKETS	0	0
TRAFFIC ACCIDENTS	6	0
DUI ARRESTS	0	0
MISDEMEANOR/FELONY	1	0
SECURITY CHECKS	18	1
POLICE ASSISTS	18	0
MOTORISTS ASSISTS	0	0
COURT APPEARANCES	1	0
SCHOOL (TRAINING) HOURS	48	

Chief Dronick reported that during the month of March there were 132 calls received through Berks County 911; noting that six (6) were for Teen Challenge.

Chief Dronick updated the Board that the PCCD Grant Award for the Dash Cameras was received.

Road Master’s Report: Vice Chairman Feick read the March, 2024 report. The work consisted of a lot of equipment, truck and police vehicle maintenance, sewer maintenance, some sewer issues, work on furnace in the shop, a lot of street light problems in Mountain Meadows, moving wood from downed trees, clean up at the park and sign maintenance.

Vice Chairman Feick reported that the Township has had to have C.M. High do work on the street lights in the Mountain Meadows Development. The direct bury wire used for the street lights was discussed. The Board agreed it would like to have the Township Engineer contact the developer to inquire about using conduit for the street light wiring in phase 2.

2024 Road Project – The Board discussed doing a 1.5” overlay of West Four Point Road from Cherry Hill Road to Route 419 along with a scratch coat north and south of West Four Point Road on Cherry Hill Road totaling 4,100 feet. The project is estimated to cost \$230,000 and would be funded through Liquid Fuels and some of the General Fund road repair budget. *Supervisor Zimmerman made a motion to approve this as the 2024 Road Project, move ahead with paperwork to obtain PennDOT approval, prepare the bid packages and authorize the required advertising - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Fire Chiefs’ Report – Vice Chairman Feick reviewed activity for the Keystone Fire Company and read the report for the Rescue Fire Company for March, 2024.

SEWER OPERATIONS

Judgements and Delinquent Sewer Accounts:

- 52 Apple Street update – The property owner was contacted following the March 10, 2024 meeting. They have since paid half of what was required to get current and plan to pay the rest of the past due balance on April 19, 2024. *Supervisor Zimmerman made a motion to recommence the Sherriff Sale of personal property if the payment plan past due amount is not paid by April 19, 2024 - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- Finance charges and collection procedures for metered accounts and residential properties owned by a business account – The Board and Solicitor discussed this and advise that, unless there is a signed agreement to say otherwise, all accounts are subject to the same finance charges and collection procedures as residential accounts. Some accounts in question may have agreements; this will be reviewed by the Solicitor and revisited.
- Review quote for new Sewer Secretary Computer as recommended by SmrtGuys – *Vice Chairman Feick made a motion to approved the quote and order the replacement computer for the Sewer Service Secretary - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
- Enactment of Ordinance 2024-03. *Vice Chairman Feick made a motion to enact Ordinance 2024-03 amending attorneys' fees in connection with collection of delinquent sewer accounts - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
- Vice Chairman Feick advised that the pump at the Mt. Aetna Sewer Treatment Plant is installed. This is to correct issues with the restroom at the Plant; the work was approved at the March 8, 2023 Board of Supervisors meeting.

UNFINISHED BUSINESS:

- Used dump truck from Jackson Township – Vice Chairman Feick updated the Board that Jackson Township knows we are interested and we are waiting to hear back from them.
- Emergency services tax - The Board discussed dates for a workshop meeting and what fire, ambulance and county representatives to include. Calls will be made to determine the best date and the workshop will be advertised.
- Village Estates agreements, dedication of pump station and outstanding bills – a letter to the developer about outstanding items to be taken care of before the Township can take dedication of the pump station is being finalized.

NEW BUSINESS:

- Squatter evictions – The Board discussed recent headlines about squatter rites. The Township Solicitors recommend and the Township Supervisors encourage residents with vacant properties to post No Trespassing signs on the structures. This is to help protect the property owner's rite to have squatters evicted under Title 18; Criminal Trespass.
- PSATS Convention/Resolution #24-26 – The Township Tax Collector spoke with the Board about Resolution #24-26 ahead of the PSAT's Convention where the Township Voting Delegate would cast a vote on the matter. The Resolution proposes allowing Tax Collectors to be appointed. She explained why the Pennsylvania State Tax Collectors' Association is not in favor of this and why it feels it should remain an elected position.
- May 1, 2024 Commercial and Workers Compensation Insurance Policies renewal for \$79,434 (a \$6,162 or 8.4% increase from last year) – *Vice Chairman Feick made a motion to approve the renewal of the policies for \$79,434 - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

- Insurance appraisals – for insurance purposes appraisals are needed for the Lions Park property and Teen Challenge Pump Station Generator. Instead of spending \$762 this year and \$1,620 for the next full appraisal in 2026, Mutual Inspection Services suggested doing the full appraisal early. A full appraisal now, with the new properties, would cost \$2,070 (this saves \$312 and keeps all of the properties on the same schedule going forward) – *Vice Chairman Feick made a motion to approve scheduling a full appraisal to be done this year - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

CORRESPONDENCE:

- Letter from Berks County Commissioners regarding open seat on Reading Area Transportation Study (RATS) Coordinating Committee – no action taken.

TRAINING AND OTHER INVITATIONS

- Invitation to Bethel-Tulpehocken Library Grand Opening – all three Board Members will plan on attending.
- Invitation to PA Chamber of Business & Industry’s 3rd Annual Clay Shoot – no action taken.

FINANCIAL REPORT AND APPROVAL FOR PAYMENT OF BILLS

Account Balances for the end of March, 2024 were as follows:

General Account	\$ 8,767.45
1 st Citizens General Holding Acct	\$ 155,946.50
General Prime Account	\$ 419,984.57
State Aid Account	\$ 238,553.07
Street Light Account	\$ 24,633.74
Recreation Fund	\$ 107,559.09
Payroll Account	\$ 36,002.49
American Rescue Plan Account	\$ 173,942.25

Payments of Bills for this April 10, 2024 meeting are:

- General Account – Checks #22031-22078 in the amount of \$75,637.82
- Street Light Account – Checks #498 - 499 in the amount of \$5,216.98
- Recreation Fund – Check # 161 in the amount of \$105.20
- Recreation Planning – Check #126 in the amount of \$2,430.00
- Total Expenses for this April 10, 2024 Meeting are \$83,390.00

Supervisor Zimmerman made a motion to approve the payments of the bills for this April 10, 2024 meeting - - seconded by Vice Chairman Feick and passed unanimously (3-0).

Sewer Accounts balances for the end of March, 2024 were as follows:

- Sewer Operation Class Account – \$ 6,464.63
- Sewer Operation Prime Account - \$136,945.76
- Balance in the Sewer Holding Account - \$82,374.72
- Debt Service Account - \$464,681.21

Payments of Bills in the Sewer Operation Account for this April 10, 2024 meeting are:

- Check #3169 to 3187 in the amount of \$37,395.58

Supervisor Zimmerman made a motion to approve the payments of the sewer bills for this April 10, 2024 meeting - - seconded by Vice Chairman Feick and passed unanimously (3-0).

Authorize transfers from the General Fund per the 2024 approved budget:

- *Supervisor Zimmerman made a motion to amend the amount to be transferred to the Building Maintenance Fund to \$12,580.00 and to authorize the transfer - - seconded by Vice Chairman Feick and passed unanimously (3-0)*
- *Supervisor Zimmerman made a motion to approve the transfer of \$ 2,000.00 to the Police P.T.O. Fund - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- *Supervisor Zimmerman made a motion to approve the transfer of \$11,264.00 to the Emergency Services Fund - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- *Supervisor Zimmerman made a motion to approve the transfer of \$ 15,000.00 to the Recreation Fund - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

EXECUTIVE SESSION (if needed): At 9:12 P.M. the Board called an Executive Session.

At 9:44 PM the Board returned from Executive Session; personnel matters were discussed.

No Action was taken.

ADJOURNMENT OF MEETING

Supervisor Zimmerman made a motion to adjourn the meeting at 9:45 P.M. - - seconded by Vice Chairman Feick and passed unanimously (3-0).

Respectfully Submitted,

Kathy Judy, Secretary
Tulpehocken Township