

**Tulpehocken Township  
Board of Supervisors  
Meeting of May 8, 2024**

The Tulpehocken Township Board of Supervisors met on May 8, 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 Bryan Dronick, Police Chief and Kathy Judy, Township Secretary / Treasurer.

There were no members in audience

**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:**

- *Supervisor Zimmerman made a motion to approve the minutes from the April 10, 2024 Board of Supervisors Meeting - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- *Supervisor Zimmerman made a motion to approve the minutes from the April 24, 2024 Workshop Meeting - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

**ADMINISTRATIVE ACTIONS**

**Personnel:**

Health Insurance Renewal – PCI Insurance sent plan and pricing information for 2024-2025 Employee Health Insurance benefits. The current plan rate has increased approximately 8%. *Supervisor Zimmerman made a motion to authorize the Blue Shield Healthcare renewal of the current plan - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

**Planning Commission Recommendations:** None

**Solicitor Legal Discussion:** None

**Escrow Release:** None

**Correspondence from Zoning Officer:**

- April Update: The Zoning Officer Reported that:
  - o 21 Rehrersburg Road (Michael Kline property) – she talked with the owner who said that the camper should be moved hopefully over the next few weeks, the camper’s owners/tenants were waiting for a part to come in for the truck to be able to tow the camper off of the property. She told him she’ll follow back up in about two weeks to see if they have made any progress.
  - o 44 Rehrersburg Road (Santiago/Gerera property) – the DJ fined each defendant an additional \$250 and closed those citations. The defendants obtained paperwork for abandoned vehicles for one camper and the boat as the owners have refused to pick them up. That legal process takes more than 90 days per the DJ and during that time we should not be citing them for those two vehicles. The defendants will provide evidence of registration and inspection for the rest of the vehicles that require it. If they do not provide that evidence within 30 days, additional citations will be sent to the DJ.

- Proposed amendment to Zoning Ordinance: The Board reviewed a proposed amendment to the Zoning Ordinance of 2013. The proposed changes amend definitions of Accessory Solar Energy System and Solar Energy Production Facility; add definitions of Solar Array and Solar Energy Collector; add structural analysis to requirements for Solar Energy Systems; and correct an error regarding registration of contact information for tower based wireless communication facilities. The Board will revisit this at a future meeting after receiving a response from the County Planning Commission on their review of the proposed changes.
- Zoning Permit Application for 27 Harry Stoudt Drive - A Zoning Permit Application was submitted to build a 32' x 40' x 12' Pole Barn Garage. The parcel is situated in both Tulpehocken and Jefferson Townships and in similar Zoning Districts. Taxes are collected in Tulpehocken. After reviewing the application, township lines on various plan sets and emails with Jefferson Township, *Vice Chairman Feick made a motion to accept a letter from Jefferson Township deferring to Tulpehocken and have Tulpehocken handle the review and permitting for the application - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
- Land Development: Larry Martin Ag Operation – 61 Cherry Hill Road. Construction of a new manure storage building, compost area and gravel driveways are being proposed. A PCSM Plan and Report and an application for a storm water re-design, to ensure the existing stormwater basin is sufficient or expanded to accommodate for the increase in peak runoff and volume created by the proposed impervious area, have been submitted and reviewed by the Township Engineer. The Board discussed the plan and the review. *Vice Chairman Feick made a motion to grant conditional approval of the PCSM plan, and authorize signing agreements, once all of the of the comments and requirements of the Engineer's May 1, 2024 letter are addressed and satisfied - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

**Recreation:**

- Lions Park: Maintenance and operation repairs and purchases:
  - o Roof repair and painting – no quotes have been asked for. The Board discussed possible contractors for the job. It was agreed to get a couple of quotes to be considered at a future meeting.
  - o DCED GTRP Grant Application:
    - Resolution - *Supervisor Zimmerman made a motion to adopt Resolution 2024-8 to Requesting a Greenways, Trails and Recreation Program grant of \$250,000 and authorizing Gary Deck and Kathy Judy to execute documents and agreements - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
    - Letter of commitment – *Supervisor Zimmerman made a motion for the letter of commitment of matching funds to be signed by the Chairman and sent to DCED - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

**STAFF REPORTS**

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

	<u>Tulpehocken</u>	<u>Marion</u>
MILES PATROLLED	2585	922
GALLONS OF FUEL	213.5	
HOURS WORKED	683	60
PATROL HOURS	308.24	41.75
TULPEHOCKEN AREA SCHOOL DIST. HOURS	43.75	

TOTAL INCIDENTS	12	5
TOTAL COMPLAINTS	6	4
MISCELLANEOUS CALLS FOR SERVICE	80	6
FOLLOW-UP INVEST	6	3
TELEPHONE ASSIGNMENTS	3	17
COMM/RESIDENTIAL ALARMS	2	0
EMS/FIRE ADVISORIES	24	7
TRAFFIC STOPS	34	13
CITATIONS ISSUED	28	25
NON-TRAFFIC CITATIONS	0	0
TRAFFIC WARNINGS	7	1
WARRANTS	2	2
PARKING TICKETS	0	0
TRAFFIC ACCIDENTS	7	0
DUI ARRESTS	2	0
MISDEMEANOR/FELONY	0	0
SECURITY CHECKS	23	0
POLICE ASSISTS	11	0
MOTORISTS ASSISTS	1	1
COURT APPEARANCES	3	0
SCHOOL (TRAINING) HOURS	16	

Chief Dronick reported that during the month of April there were 164 calls received through Berks County 911; noting that twenty (20) were for Teen Challenge.

**Road Master’s Report:** Vice Chairman Feick read the April, 2024 report. The work consisted of helping SmrtGuys with the camera installation at the Park and putting in receptacles in for them, went for tractor parts, servicing equipment, reading meters, sewer maintenance, working on the road bid, met with Jackson Township, working at the Mt. Aetna sewer plant, took the rest of the snow equipment off the trucks, took a load of scrap to the scrap yard, working on the police car, sign maintenance, cleaning intersections with the broom and mowing lawns.

2024 Road Project – Vice Chairman Feick advised that he had the chance to speak briefly with the PennDOT Representative and will be following up with him next week to begin paperwork for the 2024 road project - scratch and level a portion and overlay all of West Four Point Road between Route 419 and Cherry Hill Road and possibly overlay a portion of Cherry Hill Road as well.

The Board discussed a pothole on Ketterman Hill Road that needs patching and one on Cherry Hill Road that will be prepared ahead of the road project overlay.

Purchase of Jackson Township Truck – Vice Chairman Feick reported that Jackson Township is asking \$65,000 for the Dump Truck. *Supervisor Zimmerman made a motion to approve the purchase of the 2008 International 7500 Dump Truck 4x4 from Jackson Township for \$65,000 to be paid for with \$50,000 from the General Fund as budgeted for, and \$15,000 from American Rescue Plan funds - - 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 April, 2024.

**SEWER OPERATIONS**

- Judgements and Delinquent Sewer Accounts: Nothing to act on at this time.
- 2 West Mill Street – The board reviewed a request to establish a payment plan and a drafted Payment Plan Agreement based on the request. What the owner has proposed is to pay additional funds monthly beginning in May that would bring the account current in October. *Vice Chairman Feick made a motion to accept the payment plan as requested and authorize execution of the Payment Plan Agreement - - seconded by Chairman Deck and passed unanimously (3-0).*

**UNFINISHED BUSINESS:**

- Emergency services tax – As discussed at the 04/24/24 Fire & EMS Tax Workshop Meeting, *Supervisor Zimmerman made a motion to authorize advertising the next Workshop to be held at 6:30 P.M. on Wednesday, May 15, 2024 to discuss an Emergency Services tax to help fund Fire and EMSs in the Township - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- Village Estates agreements, dedication of pump station and outstanding bills – no update at this time.
- New Sewer Secretary Computer – There were additional costs of \$724 for software and components. The computer was previously approved for a cost of \$1,199.00. *Supervisor Zimmerman made a motion to ratify approval of the additional amount and amend the total approved for the Sewer Secretary Computer to be \$1,923.00 - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

**NEW BUSINESS:**

- Municipal building carpet cleaning quote for 2024 is \$418.10 (a \$32.05 increase from 2023). *Supervisor Zimmerman made a motion to accept the quote and schedule Martins' Floor Coverings to steam clean the carpets - - seconded by Vice Chairman Feick and passed unanimously (3-0)*
- Memorial Day Parade in Mt. Aetna – *Vice Chairman Feick made a motion to ratify signing and submitting the PennDOT road closing request form and letters needed for the May 27, 2024 Memorial Day Parade - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

**CORRESPONDENCE:**

- State Compliance Audit Report for Keystone Fire Co. of Rehrersburg – Audit results were provided for the records. No action taken.
- Request from Jefferson Township for Fire Police coverage – *Supervisor Zimmerman made a motion to approve fire police assistance at the TASD Graduation from 5:30 P.M. to 9:00 P.M. on Thursday, May 30, 2024 - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

**TRAINING AND OTHER INVITATIONS**

- Invitation to CELG and Berks Water & Sewer Association's Golf Outing – No action taken

**FINANCIAL REPORT AND APPROVAL FOR PAYMENT OF BILLS**

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

General Account	\$ 9,170.18
1 <sup>st</sup> Citizens General Holding Acct	\$ 279,603.65
General Prime Account	\$ 421,848.90
State Aid Account	\$ 239,611.54
Street Light Account	\$ 32,182.67
Recreation Fund	\$ 113,212.22
Payroll Account	\$ 36,005.37
American Rescue Plan Account	\$ 174,712.85

Payments of Bills for this May 8, 2024 meeting are:

General Account – Checks #22079-22118 in the amount of \$46,934.74

Street Light Account – Checks #500-502 in the amount of \$2,466.14

Recreation Fund – Check #162-163 in the amount of \$200.14

American Rescue Plan Account – Check #1012 in the amount of \$5,189.50

Total Expenses for this May 8, 2024 Meeting are \$54,790.52

*Vice Chairman Feick made a motion to approve the payments of the bills for this May 8, 2024 meeting - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

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

Sewer Operation Class Account – \$ 5,857.65

Sewer Operation Prime Account - \$137,553.67

Balance in the Sewer Holding Account - \$80,132.18

Debt Service Account - \$466,743.95

Payments of Bills in the Sewer Operation Account for this May 8, 2024 meeting are:

Check #3188 to 3207 in the amount of \$35,268.04

*Supervisor Zimmerman made a motion to approve the payments of the sewer bills for this May 8, 2024 meeting - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

**EXECUTIVE SESSION (if needed):** At 9:10 P.M. the Board called an Executive Session.

At 9:50 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 9:50 P.M. - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Respectfully Submitted,

Kathy Judy, Secretary  
Tulpehocken Township