

**Tulpehocken Township
Board of Supervisors
Meeting of October 9, 2024**

The Tulpehocken Township Board of Supervisors met on October 9, 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 Atty. Michelle Mayfield, Township Solicitor; Matthew Mack, Township Engineer; Bryan Dronick, Police Chief and Kathy Judy, Township Secretary / Treasurer.

Members of the audience included John Sheaffer, Leonard Martin, Greg and Jody Mill, and Susan Wolfe.

CALL TO ORDER: Chairman Deck called the meeting to order at 7:02 P.M.

The meeting continued with the pledge to the American Flag.

PUBLIC COMMENTS: The Mills shared concerns over a dangerous turn on Teen Challenge Road where their property is and the frequent accidents that occur there. Actions the Township could take to caution drivers, reduce speeds and help prevent accidents, such as a traffic study, additional signage and road surface thermal paint, were discussed. The board agreed that installation of guard rail would be problematic and would not help to prevent accidents from occurring. In response to their inquiry, the Mills were advised that if they decided to construct or install anything on their land to protect their property it would need to be setback outside of the Township right-of-way and the Township would not be liable.

APPROVAL OF MINUTES:

- *Supervisor Zimmerman made a motion to approve the minutes from the September 11, 2024 Board of Supervisors Meeting - - seconded by Vice Chairman Feick; passed unanimously (3-0).*
- *Supervisor Zimmerman made a motion to approve the minutes from the September 18, 2024 Preliminary Budget Meeting - - seconded by Vice Chairman Feick; passed unanimously (3-0).*

ADMINISTRATIVE ACTIONS:

Personnel: None.

Planning Commission Recommendations: None

Solicitor Legal Discussion: Listed elsewhere on agenda.

Escrow Release: None

Correspondence from Zoning Officer: The Zoning Officer provided updates on:

44 Rehrersburg Road (Gerera / Santiago property) – the petition for injunction has been filed, the Sheriff will be serving them, the court date is to be determined.

7645 Lancaster Avenue – the property was inspected for potential violation; no action taken at this time.

- Review Zoning Appeal Application for 26 Midway Road, Eisenhower property. • The Zoning Hearing date is October 15, 2024 • The property is in the EAP District • The application is for a variance from front and side yard set back requirements for a proposed 40' x 30' pole building • The Planning Commission had no comment and did not make a recommendation to the Zoning Hearing Board. *Vice Chairman Feick made a motion to make no comment or recommendation to the Zoning Hearing Board - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

Land Development:

- Village Estates Agreements, bills and dedication of pump station.
Fees to date, the backup pump and video of the lines have been provided.

The Township Engineer’s review of the line video was discussed. There is some debris in the line that needs to be cleared and the lines video taped again.

The dialer was discussed; when the dialer failed it was replaced, at the Township’s request, with a different, township preferred dialer. The Board agreed that going forward, they should request the recommended dialer during the planning stage.

Fees were discussed; it was agreed that Village Estates will need to reimburse the Township for any additional Solicitor and Engineer fees that are incurred (i.e. current balance, additional line video reviews, preparation of the Deed of Dedication, recording fees, etc.).

Supervisor Zimmerman made a motion to authorize the Engineer to review the additional line footage and establish the amount of the maintenance bond; and to authorize the Solicitor to prepare the Deed of Dedication - - seconded by Vice Chairman Feick and passed unanimously (3-0).

Vice Chairman Feick made a motion to waive the fee for the dialer - - seconded by Supervisor Zimmerman and passed unanimously (3-0).

Recreation:

- Lions Park: Maintenance and operation repairs and purchases:
- Update regarding DCED GTRP Grant – no update at this time; the application is still under review at DCED.
- Consider YSM to prepare 2025 DCNR Grant application. The Board discussed the positive feedback on the DCED Grant Application that YSM already assisted with, the amount of Master Plan information called for on the DCNR Grant Application and what YSM’s fee would be. The Board agreed that, if the Township receives a DCED grant award, they would like to proceed with the DCNR Grant Application in 2025. *Supervisor Zimmerman made a motion to hire YSM to assist with the DCNR Grant Application in 2025 - - seconded by Chairman Deck and passed unanimously (3-0).*

STAFF REPORTS:

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

	Tulpehocken	Marion
MILES PATROLLED	2290.5	1069.5
GALLONS OF FUEL	251	
HOURS WORKED	604	60
PATROL HOURS	329.25	40
TULPEHOCKEN AREA SCHOOL DIST.	40.25	
TOTAL INCIDENTS	6	4
TOTAL COMPLAINTS	7	4
MISCELLANEOUS CALLS FOR SERVICE	63	8
FOLLOW-UP INVEST	5	1
TELEPHONE ASSIGNMENTS	20	6
COMM/RESIDENTIAL ALARMS	0	2
EMS/FIRE ADVISORIES	21	11
TRAFFIC STOPS	52	22
CITATIONS ISSUED	54	20
NON-TRAFFIC CITATIONS	0	0
TRAFFIC WARNINGS	8	2
WARRANTS	0	0
PARKING TICKETS	0	0
TRAFFIC ACCIDENTS	3	0
DUI ARRESTS	0	0
MISDEMEANOR/FELONY	1	0
SECURITY CHECKS	14	2
POLICE ASSISTS	14	0
MOTORISTS ASSISTS	1	0
COURT APPEARANCES	7	3
SCHOOL (TRAINING) HOURS	0	

Chief Dronick reported that during the month of September there were 198 calls received through Berks County 911; noting that thirteen (13) were for Teen Challenge.

2025 Rates for Police Services – The Board discussed the current \$82.00 hourly rate being charged to Marion Township and Tulpehocken Area School District for Police Services. After reviewing Police Department operational expenses, including fuel, equipment, health insurance, commercial insurance and wages, the Board agreed and *Vice Chairman Feick made a motion to increase the hourly rate for police services to \$85.50 effective January 1, 2025 - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

Agreement between Marion and Tulpehocken Townships for police services. The current agreement period expires December 31, 2024 – Atty. Mayfield advised that Marion Township’s Solicitor will be preparing the agreement.

Ratify approval to replace for the Police Officers’ outdated computer; quoted for \$1,500. *Vice Chairman Feick made a motion to ratify approval to replace the Officers’ computer in the Police Department - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

Chief Dronick shared that the Police responded to a missing person call and were later acknowledged and received a thank you from the family. The Chief also took the opportunity to recognize Officer Guacci; sharing with the Board that the Officer had caught a package theft in progress.

Road Master’s Report: Vice Chairman Feick read the September, 2024 report. The work consisted of working on the road project, black topping, highway mowing, monthly sewer maintenance, cleaning the pump stations, working in the shop, meeting with Hafer Petroleum, phone calls, working on accident project in Mt. Aetna, working on equipment, setting up line painting, dump truck inspection, going to Paul B for stainless steel bolts and one employee had CDL random testing.

Vice Chairman Feick reported that a recall notice was received for the new crane truck. It took five months before the dealership received the parts and the repair has now been done.

- Correspondence from resident inquiring about a 4-way stop sign for the intersection of Godfrey Street and Teen Challenge Road – The Board discussed that this is a state road and the Township is restricted from acting on its own. Vice Chairman Feick reported that about two years ago there was a road study of this intersection. As a result, PennDOT changed some signage on Godfrey Street and recommended some sign changes on the Township Roads’ approaches to the intersection and an increased setback for the Lions’ Club sign in the adjacent lot – all of which were done. The Board agreed this information is to be shared in a response to the resident.
- The August 12, 2024 accident and subsequent fire in Mt. Aetna was discussed. Vice Chairman Feick reported that we have received a check from the Township’s insurance and also have three quotes for the repair work, one from Martin’s Paving for \$23,010.40; one from Nolt Paving for \$20,949.00; and one from H&K for \$29,426.31. The Township would supply the stone. The estimates were each reviewed and discussed, the Supervisors were in agreement and *Vice Chairman Feick made a motion to award the job to Martin’s Paving, as the lowest responsible bidder, for \$23,010.40 - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
- Road Project update – Allen Myers, Inc. has been contacted about the Township’s request to have an on-site meeting to go over the workmanship on the 2024 paving project. A date has yet to be scheduled.
- Equipment Repairs and Purchases
 - o The Board discussed getting a stainless-steel bolt bin. *Vice Chairman Feick made a motion to approve the purchase of a stocked stainless-steel bolt bin from Kimball Midwest for \$800 and for the cost to be split between the Township and the Sewer Service - - seconded by Supervisor Zimmerman 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 September, 2024.

SEWER OPERATIONS:

- **Judgements and Delinquent Sewer Accounts:**

- o 7635 Lancaster Avenue – the Solicitor will see if the hearing was rescheduled
- o 6 Magdalena Street – the Solicitor will follow up to see if they were served for the Sheriff Sale
- o 21 East Market Street – *Supervisor Zimmerman made a motion to authorize the Solicitor to commence with Sheriff Sale - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

UNFINISHED BUSINESS:

- Update on Emergency Services Tax and letter to Ethics Board – The Solicitor advised that we just received the most recent response from the Ethics Board and highlighted the recommendations. The Board discussed that they are not planning on levying the new tax for 2025.

The Solicitor will also be following up with PennDOT regarding reconsideration of their decision calling for Liquid Fuel reimbursement.

- Commit balance of ARPA funds – The Board discussed an estimate received from Hafer Petroleum for a new fuel tank system for the Township and the purchasing council they are a member of. They discussed some other projects they could look into including a skid loader, updating the backhoe, or repaving the municipal building lot. More estimates for these projects, if there are Costars Contractors that can be considered for any of these projects and if there are any qualifying expenses that ARPA funds can be used to reimburse the Township for will need to be looked into for the next meeting.

NEW BUSINESS:

CORRESPONDENCE:

- The Borough of Robeson is requesting Fire Police assistance during the Annual Jack Frost Parade on Sunday, November 3, 2024 - *Vice Chairman Feick made a motion to approve providing Fire Police assistance for the event - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
- Crime Alert of Berks County has sent a request for a donation - *Supervisor Zimmerman made a motion for no action or donation at this time - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

OTHER BUSINESS:

- Schedule and advertise 2025 Budget Presentation Meeting. *Supervisor Zimmerman made a motion to authorize advertisement of a special meeting for 2025 Budget review and any other business to be held at 5:30 P.M. on November 13, 2024 - - seconded by Supervisor Feick and passed unanimously (3-0).*
- Set fee for Zoning Applications for the keeping of backyard chickens and motion to adopt Resolution 2024-11 revising the Comprehensive Fee Schedule to include Zoning Permit for the keeping of backyard chickens.
Vice Chairman Feick made a motion to set the fee for a Zoning Application for the Keeping of Backyard Chickens to be set at \$25.00 - - seconded by Supervisor Zimmerman and passed unanimously (3-0).

Vice Chairman Feick made a motion to adopt Resolution 2024-11; revising the Comprehensive Fee Schedule - - seconded by Supervisor Zimmerman and passed unanimously (3-0).

TRAINING AND OTHER INVITATIONS:

- Invitation to purchase tickets and attend Camp Swatara Church of the Brethren’s 2024 Contributor’s Dinner. No action taken.

FINANCIAL REPORT AND APPROVAL FOR PAYMENT OF BILLS:

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

General Account	\$ 7,763.46
1 st Citizens General Holding Acct	\$ 301,498.72
General Prime Account	\$ 431,404.62
State Aid Account	\$ 245,036.79
Street Light Account	\$ 28,345.87
Recreation Fund	\$ 116,845.23
Payroll Account	\$ 36,000.03
American Rescue Plan Account	\$ 135,173.21

Payments of Bills for this October 9, 2024 meeting are:

- General Account – Checks #22266-22301 in the amount of \$63,168.92
- Street Light Account – Checks #509-510 in the amount of \$2,101.38
- Recreation Fund – Checks #182-184 in the amount of \$496.50
- Total Expenses for this October 9, 2024 Meeting are \$65,766.80

Vice Chairman Feick made a motion to approve the payments of the bills for this October 9, 2024 meeting - - seconded by Supervisor Zimmerman and passed unanimously (3-0).

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

- Sewer Operation Class Account – \$ 6,970.22
- Sewer Operation Prime Account - \$ 110,309.04
- Balance in the Sewer Holding Account - \$ 43,289.09
- Debt Service Account - \$ 477,316.59

Payments of Bills in the Sewer Operation Account for this October 9, 2024 meeting are:

- Checks #3274 to 3286 in the amount of \$ 24,093.41

Supervisor Zimmerman made a motion to approve the payments of the sewer bills for this October 9, 2024 meeting - - seconded by Vice Chairman Feick and passed unanimously (3-0).

EXECUTIVE SESSION: None

ADJOURNMENT OF MEETING: *Vice Chairman Feick made a motion to adjourn the meeting at 9:55P.M. - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

Respectfully Submitted,

Kathy Judy, Secretary
Tulpehocken Township