

**Tulpehocken Township
Board of Supervisors
Meeting of February 12, 2025**

The Tulpehocken Township Board of Supervisors met on February 12, 2025, 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 Ashley Batdorf, Tax Collector; Bryan Dronick, Police Chief and Kathy Judy, Township Secretary / Treasurer. Atty. Michelle Mayfield, Township Solicitor was present virtually for a portion of the meeting.

Members of the audience included Mike Najarian, Samantha Miszler, Keely Collar, Todd Collar, Tasha Collar, Richard Klopp, Gene Stauffer, Anthony Hosteter and Tom Mateson.

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 HEARING OF ORDINANCE FOR SUPERVISOR ANNUAL COMPENSATION:

Chairman Deck announced the opening of the public hearing as advertised. He continued, speaking briefly about PA Act 94 of 2024 that increased the allowable compensation cap for Supervisors. Enacting Ordinance 2025-1 would increase the Supervisors' annual compensation from \$1,875 to \$3,145 per year effective at the beginning of the next term of the Supervisor. After the Chairman confirmed there were no comments or questions, *Supervisor Zimmerman made a motion to enact Ordinance 2025-1 to increase the Tulpehocken Township Supervisor annual compensation to \$3,145 per year - - seconded by Vice Chairman Feick and passed unanimously (3-0).* Chairman Deck announced closing of the Public Hearing and the return to the regular meeting.

PUBLIC COMMENTS:

- Mike Najarian shared and briefly discussed the latest statistics information from the Bethel-Tulpehocken Public Library.
- Samantha Miszler introduced herself and discussed a withdrawn Zoning Hearing application and future plans for a property at 37-C Summer Mountain Road.

EXECUTIVE SESSION: The Board met for an Executive Session at 4:30 PM on Wednesday, February 12, 2024, to discuss personnel matters – No action was taken.

APPROVAL OF MINUTES:

- *Vice Chairman Feick made a motion to approve the minutes from the January 6, 2025 Reorganization Meeting - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
- *Supervisor Zimmerman made a motion to approve the minutes from the January 6, 2025 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 February 3, 2025 Board of Supervisors Special Meeting - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

ADMINISTRATIVE ACTIONS:

Personnel

- Township Auditor - The Board reviewed a resignation letter it received - *Vice Chairman Feick made a motion to accept Jessica Hartranft's resignation as Township Auditor effective January 7, 2025 - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
- Phone Service for tax collector. After looking at the current plan and to secure service at a lower cost, *Supervisor Zimmerman made a motion to add the Tax Collector line to the Township cellular plan - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- Resolution 2025-09 – *Supervisor Zimmerman made a motion to adopt Resolution 2025-09 to increase the Tax Collector's wages - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

- Resolution 2025-10 - Supervisor Zimmerman made a motion to adopt Resolution 2025-10 to amend fees the Tax Collector can charge for Tax Certifications and Returned Checks and to list all of the Tax Collector fees on the Township Comprehensive Fee Schedule - - seconded by Vice Chairman Feick and passed unanimously (3-0).

Planning Commission Recommendations:

- 165 Greble Road, Shank Door Preliminary/Final Plan Review – The Board discussed the plan and the Engineer’s review. In accordance with the Planning Commission’s recommendation, *Supervisor Zimmerman made a motion to grant conditional plan approval, once all of the requirements of the Engineer’s February 5, 2025 letter are satisfied - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
- Route 419 & Four Point Road, PTV/Dollar General time extension – A time extension letter was received from PTV 1310, LLC. In accordance with the Planning Commission recommendation, *Supervisor Zimmerman made a motion to accept the time extension to April 30, 2025 - - seconded by Vice Chairman Zimmerman and passed unanimously (3-0).*
- 4999 Four Point Road, Nolt Investments Preliminary/Final Plan waiver requests – Waiver requests were discussed. In accordance with the Planning Commission’s recommendations:
 - 501.2C.1 requiring collector streets to have a 36 ft width and 60 ft right of way - *Supervisor Zimmerman made a motion to grant the waiver of 501.2C.1 as requested - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
 - 602.3 curbing requirements and 602.4 sidewalk requirements - *Supervisor Zimmerman made a motion to 1) only partially grant the waiver request to 602.3; ordering that a portion of curbing is to still be required at the driveway entrance and it is to match the curbing found at Centerport Milk Hauling which is located north of the site and 2) grant the waiver for 602.4 - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
 - 502.1M.3.b requirements for paved parking areas – *Supervisor Zimmerman made a motion to only partially grant the waiver request to 502.1M.3.b; ordering that a 50 ft portion will be required at the front driveway entrance*
- Short Term Rentals and Agritainment – The Board decided on two dates for the Planning Commission and Supervisors to meet to discuss Zoning Ordinance amendments. *Supervisor Zimmerman made a motion authorizing advertisement for a joint workshop on Tuesday, February 18, 2025 at 7:00 PM and a joint meeting on Tuesday, March 18, 2025 at 7:00 PM - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Solicitor Legal Discussion:

- Village Estates Pump Station Deed of Dedication and Easement Agreement – The Solicitor is working on updated legals and documents for the easements.

Escrow Release:

357 Godfrey Street, John and Shannon Roof request for release of Fire Insurance Escrow. The Board discussed the site and agreed with the Township Engineers recommendation for the release of the funds held for fire damage cleanup. *Supervisor Zimmerman made a motion to authorize the full release of the Fire Escrow for 357 Godfrey Street, Rehdersburg and for the account to then be closed - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Correspondence from Zoning Officer / January Update:

30 Little Swatara Church Road – The Zoning Officer reports that the property owner is still working with the County on approved uses – Nothing new to report.

44 Rehdersburg Road (Gerera / Santiago property) – The Solicitor reported that the owners have not filed a response. The Township will proceed with filing a praecipe for default and asking the Court to enter judgement in favor of the Township.

Land Development: None

Recreation:

- Lions Park: Maintenance & operation repairs and purchases: No new matters were discussed
- Update regarding DCED GTRP Grant application from May, 2024 – awards have been announced; the Township did not receive funding. The review team is being contacted to ask if they can suggest what could be changed to help make a re-application in 2025 more competitive.
- Update to DCED LSA State Wide Grant application submitted Nov, 2024 – with the announcement of the GTRP Grant awards, DCED is allowing for the Township to revise the scope of the work and cost estimate submitted on the LSA application. YSM has prepared a revised cost estimate for the Board's consideration. *Supervisor Zimmerman made a motion to approve the changes and authorize revisions be made to the LSA Grant currently under review at DCED - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- Eagle Scout project – Keely Collar provided the Board with photos and a cost estimate for a proposed Eagle Scout project. He explained that he would like to make repairs and improvements to the Lions Den building handicap ramp at the Park. *Supervisor Zimmerman made a motion to approve the project and sign any paperwork Boy Scouts of America requires as verification of the Board's approval - - seconded by Vice Chairman Feick and passed unanimously (3-0).* The Board thanked Keely for his interest, complimented him for the presentation and thanked him and his family for attending.

STAFF REPORTS:

Police Report – Chief Dronick read the January, 2025 Police report as follows:

	Tulpehocken	Marion
MILES PATROLLED	2034	909
GALLONS OF FUEL	202.5	
HOURS WORKED	599	60
PATROL HOURS	320.75	40
TULPEHOCKEN AREA SCHOOL DIST.	37	
TOTAL INCIDENTS	7	2
TOTAL COMPLAINTS	2	3
MISCELLANEOUS CALLS FOR SERVICE	69	7
FOLLOW-UP INVEST	2	0
TELEPHONE ASSIGNMENTS	20	10
COMM/RESIDENTIAL ALARMS	0	1
EMS/FIRE ADVISORIES	23	11
TRAFFIC STOPS	21	6
CITATIONS ISSUED	30	12
NON-TRAFFIC CITATIONS	0	0
TRAFFIC WARNINGS	6	0
WARRANTS	3	0
PARKING TICKETS	0	0
TRAFFIC ACCIDENTS	11	3
DUI ARRESTS	0	0
MISDEMEANOR/FELONY	0	0
SECURITY CHECKS	20	2
POLICE ASSISTS	10	0
MOTORISTS ASSISTS	1	1
COURT APPEARANCES	2	6
SCHOOL (TRAINING) HOURS	4	

Chief Dronick reported that during the month January there were 176 calls received through Berks County 911; noting that twenty-nine (29) were for Teen Challenge.

- **Equipment Repairs and purchases** – Chief Dronick stated that ammunition needs to be purchased. He asked the Board to, before approving the ammunition purchase, consider instead approve trading in the current 40 caliber handguns for credit toward the purchase of 9mm handguns, holsters and ammunition. The Chief stated that the ammunition replacement costs going forward will be less and the ammunition and magazines will be compatible with Bethel and interchangeable in the event of a joint response to an emergency. The cost is estimated to be \$7,080. No action was taken – the matter was tabled to the March meeting.

Road Master's Report: Vice Chairman Feick read the January, 2025 report. The work consisted of sewer maintenance, stock piling salt, mixing anti-skid, several snow events, working on the trucks, meeting at the Berks County Public Works, working on equipment, working on police cars, repair a speed limit sign. The Roadmaster reported that the solar speed signs for the two Villages have arrived and he is working on assembling them.

- **2024 Road Project – Leveling Course** – the Roadmaster reported that he is scheduled to meet with an Alan Myers Representative for a punch list meeting. The Board discussed scheduling a separate meeting the Alan Myers personnel, possibly on March 6 prior to the PC meeting
- **Equipment Repairs and purchases**
- **Costars Road Salt Contract**
- **2024-2025 Road Salt Contracts** - After a brief discussion about expected use:
 - o *Vice Chairman Feick made a motion to enter the agreement and bid 450 tons with the State (Costars) Contract - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
 - o *Supervisor Zimmerman made a motion to enter the agreement and bid 200 tons with the County (BCCPC) Joint Bid - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Supervisor Zimmerman made a motion to amend the agenda to include regionwide shortage of road salt - seconded by Vice Chairman Feick and passed unanimously (3-0).

- o The Board discussed the supply shortage of road salt and agreed the Declaration of Disaster should be enacted because it could help the Township procure salt unimpeded by the time-consuming procedures and purchasing formalities normally required.

Supervisor Zimmerman made a motion to enact Declaration of Disaster Emergency 2025-1 for regionwide shortage of road salt and authorize advertisement if necessary - - 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 January, 2025.

SEWER OPERATIONS:

- **Judgements and Delinquent Sewer Accounts**
 - 6 Magdalena Street – The Solicitor reported that the constable has been unable to serve notice and her office is preparing special service by publication and posting.
 - 21 East Market Street – the Constable has not yet been able to service notice and will be trying again.
- **Sewer Service equipment repairs and purchases** - None

UNFINISHED BUSINESS:

- **Emergency Services Tax** – The Board agreed that this needs to be revisited for possible implementation in 2026. Dates for some meetings will be decided at a later meeting. No action at this time.

NEW BUSINESS:

- Mt. Aetna Rescue Fire Company Run Card Change Authorization – the Board reviewed run card changes the Fire Chief is requesting the County to make. *Vice Chairman Feick made a motion to approve completing and sending the Authorization form for the requested changes to the County - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
- DEP Annual Report for on-lot Sewage – *Supervisor Zimmerman made a motion to ratify signing and submitting the Annual Report for On-Lot Sewage to DEP - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

CORRESPONDENCE:

- Valic Proxy Statement for 457b Plan. *Vice Chairman Feick made a motion to ratify authorizing the Chairman to sign and mail the Proxy Statement - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

- Letter from Bethel Community Ambulance Board of Directors regarding EMS Tax. The Board reviewed the letter and discussed a response - *Supervisor Zimmerman made a motion to authorize sending a letter in response - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- Berks County - Dept of Emergency Services Training and Plan Review letter. The Board reviewed the letter. No action necessary.

OTHER BUSINESS:

- PennDOT mowing contract expired; new proposed agreement expected in Spring. No action at this time.

TRAINING AND OTHER INVITATIONS:

- CELG invitation to Municipal Officials Dinner-RSVP's were discussed; registrations will be submitted.

EXECUTIVE SESSION: At 4:30 PM (See p. 1). And, at 9:12 P.M. the Board called an Executive session.

At 9:37 P.M. the Board returned from Executive Session where employee personnel matters were discussed. No action taken. Attorney Mayfield left the meeting attended by audio – call.

FINANCIAL REPORT AND APPROVAL FOR PAYMENT OF BILLS:

Account Balances for the end of January, 2025 were as follows:

General Account	\$ 9,696.03
1 st Citizens General Holding Acct	\$ 337,257.55
General Prime Account	\$ 438,352.33
State Aid Account	\$ 248,981.23
Street Light Account	\$ 22,254.35
Recreation Fund	\$ 122,518.55
Payroll Account	\$ 34,710.22
American Rescue Plan Account	\$ 100,904.03

Payments of Bills for this February 12, 2025 meeting are:

General Account – Checks #22427 – 22476 in the amount of \$75,474.62
 Street Light Account – Checks #515 – 516 in the amount of \$1,963.99
 Recreation Fund – Checks #192 - 193 in the amount of \$551.70
 Total Expenses for this February 12, 2025 Meeting are \$77,990.31

Supervisor Zimmerman made a motion to approve the payments of the bills for this February 12, 2025 meeting - - seconded by Vice Chairman Feick and passed unanimously (3-0).

Sewer Accounts balances for the end of January, 2025 were as follows:

Sewer Operation Class Account – \$ 32,085.86
 Sewer Operation Prime Account - \$ 112,085.55
 Balance in the Sewer Holding Account - \$ 74,090.42
 Debt Service Account - \$ 485,003.75

Payments of Bills in the Sewer Operation Account for this February 12, 2025 meeting are:

Checks #3331 to 3346 in the amount of \$ 28,870.72

Supervisor Zimmerman made a motion to approve the payments of the sewer bills for this February 12, 2025 meeting - - seconded by Supervisor Zimmerman and passed unanimously (3-0).

ADJOURNMENT OF MEETING: *Supervisor Zimmerman made a motion to adjourn the meeting at 9:45 P.M. - - seconded by Chairman Deck and passed unanimously (3-0).*

Respectfully Submitted,

Kathy Judy, Secretary
 Tulpehocken Township