

**Tulpehocken Township
Board of Supervisors
Meeting of August 13, 2025**

The Tulpehocken Township Board of Supervisors met on August 13, 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 Bryan Dronick, Police Chief; Kathy Judy, Township Secretary/Treasurer and Atty. Michelle Mayfield, Township Solicitor.

Members of the audience included Susan Wolfe, Kurt Oberly, Jennifer Gutekunst, Austin Hurst, Bill Dewart, Sam Kaur, Garry Singh, Kevin Singh and Brian Haag.

CALL TO ORDER: Chairman Deck called the meeting to order at 7:04 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 June 17, 2025 Emergency Services Tax Workshop - - seconded by Vice Chairman Feick and passed unanimously (3-0).

Supervisor Zimmerman made a motion to approve the minutes from the July 9, 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 July 15, 2025 Emergency Services Tax Workshop - - seconded by Vice Chairman Feick and passed unanimously (3-0).

ADMINISTRATIVE ACTIONS:

Personnel:

- Officer Guacci Military Leave – *Supervisor Zimmerman made a motion for pay to be limited to fifteen days, per the employee handbook; and to allow Officer Guacci to choose whether he wants to use earned paid time off or be on unpaid leave for any days over the initial fifteen days - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Planning Commission Recommendations:

- 7632 Lancaster Avenue (Sunoco) – *The Board reviewed and discussed a waiver of Land Development request and plans received for a hallway and addition. In accordance with the Planning Commission recommendation, Vice Chairman Feick made a motion to grant the waiver of land development with the condition that all required permits are obtained - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

Land Development:

- Florence Schrack Revocable Trust – *Vice Chairman Feick made a motion to authorize signing of the DEP Planning Module paperwork, including signing and adoption of Resolution 2025-16 for Plan Revision for New Land Development - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
- 40 New Schaefferstown Road, Austin Hurst Ag Operation - *Supervisor Zimmerman made a motion to reaffirm the May 14, 2025 motion for conditional plan approval once all of requirements in the Township Engineer's April 29, 2025 review letter are satisfied - - seconded by Vice Chairman Feick and passed unanimously (3-0). Supervisor Zimmerman made a motion to ratify authorizing the Chairman to sign the Stormwater Maintenance and Inspections Agreements - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Solicitor Legal Discussion:

- 44 Rehrersburg Road – *It was discussed that clean up of the property will proceed*

Escrow Release:

- 61 Strausstown Road, Rehlersburg Christian School – a request for the release of the letter of credit has been received. In accordance with the Township Engineer’s recommendation, *Vice Chairman Feick made a motion to authorize a release of the letter of credit. \$5,000 is to remain in escrow either as a balance on the letter or credit, or as a separately posted cash escrow, until a final as-built plan is received and an inspection/approval is completed - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

Zoning:

- Correspondence from Zoning Officer / July Update: None.
- County review of draft / proposed Zoning Ordinance amendments for Agritainment, Agritourism and Short-Term Rentals – The Board discussed the current draft as proposed by the Township Planning Commission’s following their consideration of the County’s comments. Having some concerns with the draft, it was agreed that another joint workshop meeting with the Township Planning Commission would be scheduled. *Supervisor Zimmerman made a motion to authorize advertisement of a Joint Board of Supervisors and Planning Commission Workshop once availability is confirmed and a date and time is agreed upon - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- Proposed Zoning Ordinance amendment for existing short term rental properties in the Township - No action taken.
- Zoning Appeal Application for 233 Gravel Pit Road, BMaddox Enterprises - The Board reviewed and discussed this application for special exception of Sections 834.02 and 834.14 and variance of Section 841.03 of the Township Zoning Ordinance. *Supervisor Zimmerman made a motion to make no comment or recommendation to the Zoning Hearing Board - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Recreation:

- Lions Park maintenance & operation repairs and purchases: The propane delivery tank and service was discussed. Mrs. Judy is to price services locally and check status with current provider. If there’s no existing contract obligation, the Board prefers to switch to our local provider; if not the current account should be changed from the Lions Club to the Township.

STAFF REPORTS:

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

	<u>Tulpehocken</u>	<u>Marion</u>
MILES PATROLLED	2295	976
GALLONS OF FUEL	244	
HOURS WORKED	566.5	60
PATROL HOURS	320.25	42
TULP. AREA SCHOOL DIST. HOURS	0	
TOTAL INCIDENTS	10	7
TOTAL COMPLAINTS	7	7
MISC. CALLS FOR SERVICE	15	6
FOLLOW-UP INVEST	2	1
TELEPHONE ASSIGNMENTS	12	7
COMM/RESIDENTIAL ALARMS	0	2
EMS/FIRE ADVISORIES	43	9
TRAFFIC STOPS	32	15
CITATIONS ISSUED	26	17
NON-TRAFFIC CITATIONS	0	0

TRAFFIC WARNINGS	6	0
WARRANTS	0	0
PARKING TICKETS	0	0
TRAFFIC ACCIDENTS	3	1
DUI ARRESTS	0	0
MISDEMEANOR/FELONY	0	0
SECURITY CHECKS	20	3
POLICE ASSISTS	21	0
MOTORISTS ASSISTS	3	0
COURT APPEARANCES	1	2
SCHOOL (TRAINING) HOURS	0	

Chief Dronick reported that during the month July there were 183 calls received through Berks County 911; noting that thirty (30) were for Teen Challenge.

- Equipment Repairs and purchases:
 - o Municibid Auction of Enradd Speed Timing System - Chief Dronick reported that the Township bid up to \$1,200 but was ultimately outbid.
- June 28, 2025 Accident (2018 Ford): The Board reviewed the insurance company’s decision to total the vehicle and the amounts it would pay for total loss versus salvage claim. *Supervisor Zimmerman made a motion to total the 2018 Ford and settle the claim for \$10,614.00 - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Chief Dronick provided the Board with an estimate for a new and up fitted Ford, before lettering. The Board asked the Chief to get additional quotes including one for a Chevy. Tabled for future meeting.

- Digital Speed Signs in Mt. Aetna and Rehrersburg: The Chief advised the Board of programming adjustments made and advised them of upgraded features available for purchase that would allow for monitoring and reporting of traffic data – no action taken.

Road Master’s Report: Vice Chairman Feick read the July, 2025 report. The work consisted of going for cold patch, removing trees, working on the tractors, two CDL tests, highway mowing, reading sewer meters, working on the sewer pipe in Mountain Meadows, lawn mowing, working on the road project, and hauling stone for the stock pile.

The Roadmaster received a complaint about low hanging branches on 419. He wants to see if he’s able to trim some vegetation with the boom mower, but due to wires he may need to hire someone for the job.

2025 Road Project: The paving is complete, the final invoice and paperwork has been received. PennDOT approval for payment has been received. *Vice Chairman Feick made a motion to approve payment to New Enterprise Stone & Lime for the 2025 paving project - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

- Equipment Repairs and purchases, including:
 - o The Roadmaster reported that tires for the mowing tractor will cost approximately \$1,000. *Supervisor Zimmerman made a motion to approve the purchase to replace the mowing tractor tires - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- 4/16/25 accident update and replacement dump truck – The board discussed information learned that confirms the un-insurability of the dump truck damaged in the 4/16/25 accident if kept and repaired. The Board then discussed the purchase of a used dump truck as a replacement. *Supervisor Zimmerman made a motion to reaffirm the Board’s June 11, 2025 decision to total the dump truck and settle the claim - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
Supervisor Zimmerman made a motion to authorize advertising an invitation for bids for the purchase of a used single axle dump truck - - 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 July, 2025.

SEWER OPERATIONS:

- **Judgements and Delinquent Sewer Accounts**
- **69 Clover Drive** – It's been found that this property was not billed from the date a Use & Occupancy permit was issued. The Board discussed back-billing; *Supervisor Zimmerman made a motion authorizing the Sewer Secretary to bill Alden Homes for sewer service fees from the date of the U&O to present and advise the new property owner that, should Alden Homes not cover the total expense, the homeowner will be responsible for the portion of fees from the date of sale to present - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- **Sewer Service equipment repairs and purchases:** Vice Chairman Feick reported that a replacement pump has been ordered at a cost of approximately \$1,000.00

UNFINISHED BUSINESS:

- **Emergency Services Tax workshops**
 - o Draft agreement between Tulpehocken Township and Bethel Community Ambulance (BCA) – *Chairman Deck made a motion to forward the draft agreement to BCA for their comments - - seconded by Harold Zimmerman; Vice Chairman Feick abstained, stating for the record he was abstaining to avoid any potential appearance of conflict; the motion passed (2-0-1).*
 - o Implementation in 2026 – *Supervisor Zimmerman made a motion to authorize the Solicitor to draft the resolutions and any other required paperwork for implementation of the tax in 2026 - - seconded by Chairman Deck; Vice Chairman Feick abstained, stating for the record he was abstaining to avoid any potential appearance of conflict; the motion passed (2-0-1).*
 - o August 19, 2025 Workshop meeting – the board discussed this and agreed to cancel the workshop. .
- **Berks County Association of Township Officials** – August 31, 2025 deadline to submit resolutions for legislation the Board would like to see PSATS seek – No action taken

NEW BUSINESS: None.

CORRESPONDENCE:

- Request for Fire Police assistance:
 - o *Supervisor Zimmerman made a motion to approve Fire Police assistance for the Borough of Womelsdorf's POW/MIA Ride For Freedom event on Sunday, August 24, 2025 - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
 - o *Supervisor Zimmerman made a motion to approve Fire Police assistance for the Tulpehocken High School Homecoming event on Friday, October 3, 2025 - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
 - o *Supervisor Zimmerman made a motion to approve Fire Police assistance for the Tulpehocken High School Track or Treat event on Friday, October 24, 2025 - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- Email requesting Park Rental for Multi-Day event at Lions Park was received in July. This was discussed earlier in the meeting under Recreation. Two members of the audience were present to discuss the request, answer questions and provide more information about the event. Insurance, venue security, pre and post inspections and hold-harmless and liability agreements were also talked about. *Supervisor Zimmerman made a motion to authorize the Solicitor to draft agreements for the Board's review at the September meeting - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- County 2026 Action Plan Public Hearing Notice – No action taken.

- CELG Email, EMS Provider Report and Survey – The Board reviewed the information; Chairman Deck agreed to complete the survey.

OTHER BUSINESS:

- Mrs. Judy updated the Board that as of June 30, 2025 the Township’s fuel bid through the Berks County Joint Purchasing Board (BCJPB) has expired with all gallon obligations met. Per the Board’s September 11, 2024 motion, requests were made to the County, and the Township has now officially been added to the Berks County Cooperative Purchasing Council (BCCPC) Agreement #PC-633215-24 between the County of Berks and Richland Partners, LLC DBA Leffler Energy for fuel purchases.

TRAINING AND OTHER INVITATIONS:

- BCPC Land Use and Housing Forum – No action taken.

FINANCIAL REPORT AND APPROVAL FOR PAYMENT OF BILLS:

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

General Account	\$ 12,417.58
1 st Citizens General Holding Acct	\$ 164,074.10
General Prime Account	\$ 448,027.40
State Aid Account	\$ 378,803.97
Street Light Account	\$ 28,258.43
Recreation Fund	\$ 141,324.37
Payroll Account	\$ 34,501.32
American Rescue Plan Account	\$ (0.00)

Payments of Bills for this August 13, 2025 meeting are:

- General Account – Checks #22680 – 22685 in the amount of \$55,395.07
- Street Light Account – Checks #525 in the amount of \$2,004.76
- Recreation Fund – Checks #208-210 in the amount of \$609.47
- State Liquid Fuel Account – Check #234 in the amount of \$256,193.82
- Total Expenses for this August 13, 2025 Meeting are \$314,203.12

Chairman Feick made a motion to approve the payments of the bills for this August 13, 2025 meeting - - seconded by Supervisor Zimmerman and passed unanimously (3-0).

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

Sewer Operation Class Account	\$ 5,492.82
Sewer Operation Prime Account	\$ 114,559.44
Sewer Holding Account	\$ 50,326.96
Debt Service Account	\$ 495,708.49

Payments of Bills in the Sewer Operation Account for this August 13, 2025 meeting are:

- Checks #3436 to 3451 in the amount of \$ 29,301.89

Supervisor Zimmerman made a motion to approve the payments of the bills for this August 13, 2025 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 10:30 P.M. - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

Respectfully Submitted,

Kathy Judy, Secretary
Tulpehocken Township

Attachment: L. Feick – Abstention Memorandum