

**Tulpehocken Township
Board of Supervisors
Meeting of October 8, 2025**

CALL TO ORDER: Chairman Deck called the meeting to order at 7:04P.M.
The meeting continued with the pledge to the American Flag.

Members of the audience included Ashley Batdorf, John & Beth Schueller, Jack Stehn, Jennifer Gutekunst, Allan & Cindi Waer, Kevin Frantz, Bryant Semenza, Malcolm Cole, Kelly Collar, Tasha Collar, Todd Collar, Tom Connor, George Gilbert, Bill Dewart, Bryan Long, Michael Oberholtzer and Robert Satazahn.

HEARING ON, AND CONSIDER MOTION FOR ENACTMENT OF, ORDINANCE 2025-1:

Attorney Mayfield announced the opening of the public hearing on Ordinance 2025-1, to amend the Tulpehocken Township Zoning Ordinance of 2013 to allow for and provide rules and regulations for agritainment, agritourism and short-term rentals, as advertised.

John Schuller, Bill Dewart, Malcolm Cole and Brian Semenza spoke about:

- the drafting of the Ordinance, Joint Workshop meetings and Right to Know requests submitted
- potential problems measuring and ensuring compliance on issues like number of events
- the need to include, clarify or correct language regarding defined occupancy limits, traffic control procedures, restroom facilities and safety
- noted some typographical errors
- belief that the agritainment and event venues would create a nuisance, disturb the peace and have a negative impact to neighboring property owners and travel and wear on township roads
- the lack of public in attendance in favor of allowing agritainment and event venues

Lori Deck shared that there have not been complaints about event venues in Jefferson Township.

The Chairman confirmed there were no other comments. Having heard all of the comments, questions and concerns raised by residents in attendance, *Supervisor Zimmerman made a motion to deny enactment of the ordinance at this time, to authorize the Solicitor to amend the ordinance by clarifying some concerns raised under short-term rentals, removing agritainment and agritourism, and presenting a revised draft for Township Planning Commission and Supervisor review at their November meetings - - seconded by Chairman Deck and passed unanimously (3-0).* Attorney Mayfield announced closing of the Public Hearing and the return to the regular meeting.

CONSIDER MOTION FOR ENACTMENT OF ORDINANCE 2025-2 This ordinance would provide regulations and enforcement measures for the licensing, inspection and maintenance of existing short-term rentals. *Vice Chairman Feick made a motion to table any action in order to allow the Solicitor to clarify concerns raised during the aforesaid hearing - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

PUBLIC COMMENTS:

The Board agreed to move ahead and discuss the following agenda items at this time:

- ZONING: Review Zoning Appeal Application for 102 Rehrersburg Road, Michael and Katrina Oberholtzer property. The Zoning Hearing, originally scheduled for October 16, 2025, has been continued and will be held on November 20, 2025 and will be held at the Tulpehocken School District Office at 27 Rehrersburg Road. The property is in the Rural Residential, Effective Ag Preservation and Environmental Protection Overlay Districts; the proposed project is situated in the EAP portion of the property; the application is for an exception to Section 834.09 for special use to operate kennel and a variance from Section 992 to permit encroachment into the wetland buffer. After the Board reviewed the site plan, building plan, the Township Planning Commission recommendations for the Zoning Hearing Board and discussed details with the property owner who was in attendance, *Chairman Feick made a motion that the Board make no comment regarding approval or denial; and if the Zoning Hearing Board were to approve the request, it should consider doing so with the conditions that the property owner meets the Planning Commission recommended requirements and any other requirements for animal facilities as set forth in Zoning Ordinance Section 1026 - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
- RECREATION: Eagle Scout Project and improvements to Lions Den handicap ramp – Kelly Collar updated the Board on improvements to date and additional work days planned. He suggested that expanding the macadam area at the base of the ramp could improve accessibility; and offered to prepare the area if the Board is interested and willing to do the paving. The Board thanked Kelly for the suggestion, accepted the offer and agreed to place the macadam if the Scouts can prepare and rope off the area. The Board then thanked Kelly for the work and job well done so far.

The meeting returned to the order of the agenda, with:

APPROVAL OF MINUTES

- *Vice Chairman Feick made a motion to approve the minutes from the September 4, 2025 Joint Board of Supervisors and Planning Commission Workshop - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
- *Supervisor Zimmerman made a motion to approve the minutes from the September 10, 2025 Board of Supervisors Meeting - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

ADMINISTRATIVE ACTION

Personnel: None

Planning Commission recommendations:

- Florence Schrack Revocable Trust Subdivision
 - o The Board reviewed a waiver request; in accordance with the Planning Commission recommendation, *Supervisor Zimmerman made a motion to grant the waiver request and defer the requirement of Section 301.4.M, for the assignment of street address for each undeveloped lot, until building plans are received - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
 - o In accordance with the Planning Commission recommendation, *Supervisor Zimmerman made a motion to grant conditional plan approval once all of the comments and conditions in the Township Engineer's October 4, 2023 review letter and October 2, 2025 review comments are addressed and satisfied - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Land Development: None

Solicitor Legal Discussion:

- Agreement for multi-day park rental request in 2026 – Still being drafted. No action.
- Update regarding Comcast Franchise Agreement and negotiating service to Gravel Pit and Midway Roads – The Solicitor presented some examples and their recommendations for amendments to the agreement on issues including, but not limited to, audit rights, line extensions, PEG access, customer service, term length, permits, right to know exception and contact information on bill. How to negotiate line extension along Gravel Pit and Midway Roads was also discussed. *Supervisor Zimmerman made a motion authorizing the Solicitor to make the changes as discussed and submit the revised agreement to Comcast - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Escrow Release:

- 4 Goose Run Road – The property owner requested release of the Fire Escrow funds. In accordance with the Township Zoning Officer’s recommendation, the Board agreed no action will be taken. The request will be reconsidered after debris piles at the site are cleaned, up and an updated site visit and recommendation can be completed.
- Shoestring Industries, Smeltzer – No action taken.

Zoning: Correspondence from Zoning Officer / September Update:

- 44 Rehrersburg Road – The Board reviewed and discussed findings from the Zoning Officer’s September 15, 2025 site inspection. *Supervisor Zimmerman made a motion to, once it is confirmed with the hauler that pricing will not exceed original estimates, proceed with the clean up as allowed for by court order - - seconded by Vice Chairman Feick - - Chairman Deck voted nay - - the motion passed (2-1).*
- Review Zoning Appeal Application for 102 Rehrersburg Road (See Public Comments above)
- Review Zoning Appeal Application for 48 Ketterman Hill Road. The Zoning Hearing date is October 16, 2025; the application is for a variance from Section 844.022 to allow a reduced side yard setback requirement for a proposed pole building. After reviewing the project, the application and the Planning Commission’s recommendation to the Zoning Hearing Board. *Chairman Deck made a motion to offer no comment regarding approval or denial; and if the Zoning Hearing Board were to approve the request, it should consider doing so with the condition that the property be surveyed to accurately determine the property boundary lines - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Recreation Board

- Eagle Scout Project – (See Public Comments above)
- Lions Park: Maintenance & operation repairs:
 - Quote from Countryside Propane – *Supervisor Zimmerman made a motion to accept the quote, approve Countryside Propane as the propane provider for the Lions Park and proceed with installation - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

STAFF REPORTS

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

	<u>Tulpehocken</u>	<u>Marion</u>
MILES PATROLLED	1928	831
GALLONS OF FUEL	177.5	
HOURS WORKED	546.5	60
PATROL HOURS	286.75	36
TULPEHOCKEN AREA SCHOOL DIST. HOURS	40	
TOTAL INCIDENTS	9	5
TOTAL COMPLAINTS	6	0
MISCELLANEOUS CALLS FOR SERVICE	72	7
FOLLOW-UP INVEST	3	2
TELEPHONE ASSIGNMENTS	11	8
COMM/RESIDENTIAL ALARMS	2	2
EMS/FIRE ADVISORIES	33	5
TRAFFIC STOPS	16	11
CITATIONS ISSUED	20	11
NON-TRAFFIC CITATIONS	1	2
TRAFFIC WARNINGS	4	0
WARRANTS	0	0
PARKING TICKETS	0	0
TRAFFIC ACCIDENTS	4	0
DUI ARRESTS	0	0
MISDEMEANOR/FELONY	1	0
SECURITY CHECKS	10	5
POLICE ASSISTS	9	0
MOTORISTS ASSISTS	2	1
COURT APPEARANCES	1	2
SCHOOL (TRAINING) HOURS	8	

Chief Dronick reported that during the month of September there were 147 calls received through Berks County 911; noting that sixteen (16) were for Teen Challenge.

- Equipment Repairs and purchases including:

- Update regarding new Police vehicle: The board reviewed financing options. *Supervisor Zimmerman made a motion to accept the proposal for financing \$77,133.30 over a three year term and authorize signatures on agreements - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Supervisor Zimmerman made a motion to sign a letter authorizing the Chief to sign paperwork at the dealership when the vehicle is ready for delivery - - seconded by Vice Chairman Feick and passed unanimously (3-0).

- Police Secretary Computer – The Board reviewed the quote for a new Police Secretary Computer as recommended by SmrtGuys – *Supervisor Zimmerman made a motion to approve the quote and order the replacement computer for the Police Secretary for \$1,691.00 - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

- 2026 Rates for Police Services – The proposed rates for 2026 have not been determined. Tabled until next budget meeting or a special meeting may be scheduled, depending on whether Marion Township is agreeable to extending the deadline to establish rates for the new year.

Road Master Report: Vice Chairman Feick read the September, 2025 report. The work consisted of highway mowing, sewer maintenance, backfilling on Bordner and Cherry Hill Roads, worked on dump truck and police car, work on street lights in Mountain Meadows, and went to get prices for the painting of the dump truck frame.

- Equipment Repairs and purchases including

- o Vice Chairman Feick spoke about efforts to get quotes for sandblasting, priming, repainting and anti-rust treatment on the newly purchased, used 2008 International Dump Truck's frame, wheels, plows and plow mounts from four different vendors, reported that only one vendor provided an itemized written quote, which he presented to the Board. *Supervisor Zimmerman made a motion to accept the estimate from Kloppy's Custom Painting for \$12,300.00 and order the work to be done - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- o Vice Chairman Feick reported that he has a call in for line painting and is waiting to hear back.
- o Vice Chairman Feick shared that the tank for the mowing tractor is leaking; it had been repaired already in the past and he estimates a replacement would cost approximately \$2,700. *Chairman Deck made a motion to approve getting a replacement tank for the mowing tractor - - 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, 2025

SEWER OPERATIONS

- Judgements and Delinquent Sewer Accounts
 - o 7653 Lancaster Avenue, Norce property – The Sheriff Sale is scheduled for 1:00 P.M. on Thursday, October 9, 2025. The Solicitor advised that if no bidders attend, the Township would take possession and must sell it by advertised public auction once the title is received.
 - o 6 Magdalena Street, Heckman property – The Solicitor's office filed 10-day documents, once that time expires the Township can file for a cross judgement to combine the multiple judgements already in place.
- Consider service to offer online payment of sewer service fees – this will be revisited at the next budget meeting.
- Equipment Repairs and purchases

UNFINISHED BUSINESS

- Emergency Services Tax
 - o Agreement with Bethel Community Ambulance – No action taken
 - o Possible special levy to certain exempt properties – This was discussed and it was agreed additional research is needed.
 - o Resolution for implementation of Ambulance Emergency Services tax in 2026 – No action taken
 - o Resolution for implementation of Fire Emergency Services tax in 2026 – No action taken

NEW BUSINESS

- 2025 Municipal Tax Sheet – No action taken
- S.R. 419 (Rehrersburg Road) bridge replacement is expected to take place in 2027. To introduce the plan and receive public input PennDOT will display the plan and have comment forms available at the Township Municipal Building from October 9 to October 23, 2025 – No action needed

CORRESPONDENCE

- Email from resident regarding street light at Meadowlark Lane and Clover Drive – The Board discussed the street light that this resident writes about. The repair will require planning as boring will be required. The Township Engineer is involved and plans have been requested from the installers. The Board discussed, and instructed that the Township Engineer communicate to the Builder, that in light of the numerous problems with the Phase 1 street lights, stricter terms will be imposed and additional requirements set before the Township will consider taking dedication of Phase 2 street lights.
- Requests for Fire Police assistance
 - o *Supervisor Zimmerman made a motion to approve Fire Police assistance at the Borough of Robesonias Annual Jack Frost Parade on Sunday, November 2, 2025 - - seconded by Vice Chairman Feick and passed unanimously (3-0)..*
 - o *Supervisor Zimmerman made a motion to ratify approval for Fire Police assistance at Shartlesville Fire Company's Parade and Block Party event on September 27, 2025 - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

OTHER BUSINESS

- Schedule and advertise 2026 Budget Presentation Meeting. *Vice Chairman Feick made a motion to authorize advertisement of a special meeting for 2026 Budget review and any other business to be held at 5:30 P.M. on November 12, 2025 - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
- Municipal Building light pole – The Board reviewed Selective Insurance's estimate and discussed the repairs to the Municipal Building parking lot light that was damaged as the result of an accident that occurred on Rehrersburg Road on September 28, 2025. *Vice Chairman Feick made a motion to, once the Secretary confirms that Selective Insurance will seek full subrogation from the responsible parties' insurance, accept the estimated replacement cost value of \$4,150.32 - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
- Liquid Fuel / State Fund Audit for years 2023 and 2024 – Mrs. Judy reported that the State Liquid Fuel Audit for 2023 and 2024 was conducted on September 22, 2025. The Auditor noted an equipment purchase payment in 2023 that exceeded the amount allowed that year, and which was already addressed by PennDOT personnel and resolved by January of 2024.
- The Board reviewed the quote for a new Township Computer as recommended by SmrtGuys – *Supervisor Zimmerman made a motion to approve the quote and order the replacement desk top computer for the Township Secretary for \$1,707.00 - - seconded by Chairman Deck and passed unanimously (3-0).*
- The Board reviewed the quote for a Township lap-top computer as recommended by SmrtGuys – *Supervisor Zimmerman made a motion to approve the quote and order a lap top computer for the Township Secretary for \$1,631.00 - - seconded by Chairman Deck and passed unanimously (3-0).*

TRAINING AND OTHER INVITATIONS: None

APPROVAL OF FINANCIAL REPORTS & PAYMENT OF BILLS FOR ALL ACCOUNTS

- Reduced assessed value and tax refunds – Per the Tax Collector’s instruction and after reviewing a report and email she received from the County, *Chairman Deck authorized a \$6.06 refund to be paid out for parcel 86440000315343 (Clover Drive) - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

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

General Account	\$ 11,721.60
1 st Citizens General Holding Acct	\$ 144,797.31
General Prime Account	\$ 451,283.29
State Aid Account	\$ 124,305.76
Street Light Account	\$ 25,530.74
Recreation Fund	\$ 143,573.75
Payroll Account	\$ 60,999.87

Payments of Bills for this October 8, 2025 meeting are:

- General Account – Checks #22756 – 22797 in the amount of \$103,640.64
- Street Light Account – Checks #527 – 528 in the amount of \$2,084.76
- Recreation Fund – Checks #215 - 218 in the amount of \$534.54
- Total Expenses for this October 8, 2025 Meeting are \$106,259.94

Supervisor Zimmerman made a motion to approve the payments of the bills for this October 8, 2025 meeting - - seconded by Vice Chairman Feick and passed unanimously (3-0).

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

Sewer Operation Class Account	\$ 6,174.69
Sewer Operation Prime Account	\$ 115,391.96
Sewer Holding Account	\$ 31,727.14
Debt Service Account	\$ 499,310.88

Payments of Bills in the Sewer Operation Account for this October 8, 2025 meeting are:

- Checks #3466 to 3478 in the amount of \$ 31,567.92

Supervisor Zimmerman made a motion to approve the payments of the bills for this October 8, 2025 meeting - - seconded by Vice Chairman Feick and passed unanimously (3-0).

EXECUTIVE SESSION: None

ADJOURNMENT OF MEETING: *Supervisor Zimmerman made a motion to adjourn the meeting at 10:07 P.M. - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Respectfully Submitted,

Kathy Judy, Secretary/Treasurer
Tulpehocken Township Board of Supervisors