

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

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.

Members of the audience included Sylvan Witmer, Bob Sattazahn, John Schueller, Bill Dewart, Susan Wolfe and Ashley Batdorf.

PUBLIC COMMENTS: Mr. Dewart spoke to express his appreciation and thank the Board for making the decision to remove agritourism and agritainment from the draft Zoning Ordinance Amendment.

Later in the meeting, just prior to adjournment, there was an additional item of Public Comment – a resident in attendance asked if the curbing, enough for two parking spaces, in front of the Post Office could be painted yellow to better mark the area as parking reserved for Post Office customers. The Board did not agree to the painting as requested, but will check to make sure the correct signage is in place.

EXECUTIVE SESSION: An Executive Session was called and the meeting was paused. The Board returned from the executive session at 7:12 P.M. Litigation was discussed and no action taken.

APPROVAL OF MINUTES: *Vice Chairman Feick made a motion to approve the minutes from the October 8, 2025 Board of Supervisors meeting - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

ADMINISTRATIVE ACTION

Personnel: Two vacant Auditor seats were discussed (details under Other Business later in the meeting)

Planning Commission recommendations:

- 85 Hurst Drive, Cedar Ridge Fellowship Center: A time extension to March 11, 2026 was granted. In accordance with the Planning Commission recommendation, *Supervisor Zimmerman made a motion to accept the time extension to March 11, 2026 - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Land Development: None

Solicitor Legal Discussion:

- Comcast Franchise Agreement and negotiating service to Gravel Pit and Midway Roads – Tabled to future meeting
- Draft agreement for multi-day park rental request in 2026 – Tabled to future meeting
- Office of Open Records Appeal – *Supervisor Zimmerman made a motion to authorize the Solicitor to file an appeal to the Court of Common Pleas for the Open Records decision - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Escrow Release:

- 4 Goose Run Road Fire Escrow – no Engineer recommendation received and no action taken.
- Shoestring Industries, Smeltzer – no Engineer recommendation made and no action taken.

Zoning:

- Correspondence from Zoning Officer / October Update: 102 Rehrersburg Road (Oberholtzer property) A complaint was received for sheep being loose; an email was sent to the owner.
- Zoning Ordinance Amendment for Short-Term Rentals - The Board reviewed a new draft of the proposed Zoning Ordinance amendment with the removal of Agritainment, Agritourism, changing window size under short term rentals to match building code and other changes called for in the October 8, 2025 public hearing decision. *Supervisor Zimmerman made a motion to forward the proposed Zoning Ordinance amendment for Short Term Rentals to the County for review - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- Ordinance for existing short term rental properties – The Board reviewed and accepted minor edits, including changing window opening size to match building code, as called for in the October 8, 2025 public hearing decision. Scheduling for a hearing was tabled until the above-mentioned Zoning Ordinance Amendment is finalized and also ready to be scheduled and a hearing to consider enactment of both can be advertised.

Recreation Board

- Eagle Scout Project – The project was finished and the macadam laid as discussed in October. The Supervisors agreed that the work was very well done. *Supervisor Zimmerman made a motion to authorize the Chairman to sign the Eagle Scout Service Project Report - - seconded by Vice Chairman Feick and passed unanimously (3-0).* The Board also reviewed receipts submitted for reimbursement of materials; and *Supervisor Zimmerman made a motion to approve payment of \$416.95 to reimburse the cost of the materials - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- Lions Park: Maintenance & operation repairs: None.

STAFF REPORTS

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

| | Tulpehocken | Marion |
|-------------------------|--------------------|---------------|
| MILES PATROLLED | 2176 | 951 |
| GALLONS OF FUEL | 152.5 | |
| HOURS WORKED | 482.5 | 60 |
| PATROL HOURS | 236 | 34 |
| TULPEHOCKEN AREA SCHOOL | 48.25 | |
| TOTAL INCIDENTS | 9 | 2 |
| TOTAL COMPLAINTS | 3 | 6 |
| MISCELLANEOUS CALLS FOR | 82 | 4 |
| FOLLOW-UP INVEST | 3 | 0 |
| TELEPHONE ASSIGNMENTS | 42 | 7 |
| COMM/RESIDENTIAL ALARMS | 0 | 1 |
| EMS/FIRE ADVISORIES | 36 | 10 |
| TRAFFIC STOPS | 14 | 12 |
| CITATIONS ISSUED | 12 | 10 |
| NON-TRAFFIC CITATIONS | 1 | 0 |
| TRAFFIC WARNINGS | 1 | 2 |
| WARRANTS | 4 | 0 |
| PARKING TICKETS | 0 | 0 |
| TRAFFIC ACCIDENTS | 9 | 4 |
| DUI ARRESTS | 2 | 0 |
| MISDEMEANOR/FELONY | 4 | 0 |
| SECURITY CHECKS | 12 | 5 |
| POLICE ASSISTS | 13 | 0 |
| MOTORISTS ASSISTS | 2 | 0 |
| COURT APPEARANCES | 2 | 0 |
| SCHOOL (TRAINING) HOURS | 0 | |

Chief Dronick reported that during the month October there were 188 calls received through Berks County 911; noting that twenty-two (22) were for Teen Challenge.

- Equipment Repairs and purchases

o Flashlights and CargoRax vehicle organizers – The chief presented pricing for replacement flashlights for the officers and trunk organizers for two of the police cruisers. • *Vice Chairman Feick made a motion to approve the purchase of three flashlights for \$485.97 - - seconded by Supervisor Zimmerman and passed unanimously (3-0).* • *Supervisor Zimmerman made a motion to approve the purchase of two trunk organizers for \$1,743.90 total - - seconded by Vice Chairman Feick and passed unanimously (3-0)*

o 2026 Chevy Tahoe purchase – *Supervisor Zimmerman made a motion to authorize the Secretary to execute the Certificate of Incumbency and Resolution for the Lease Agreement - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

- 2026 Rates for Police Services - The current hourly rate being charged to Marion Township and Tulpehocken Area School District for Police Services is \$85.50. After reviewing Police Department expenses including a new reporting system and cruiser, and the normal operational expenses for fuel, equipment, health insurance, commercial insurance and wages, the Board agreed and • *Supervisor Zimmerman made a motion to increase the hourly rate for police services to \$91.00 effective January 1, 2026 - - seconded by Vice Chairman Feick and passed unanimously.* • *Supervisor Zimmerman then made a motion authorizing the Chairman to sign letters to be sent to Marion Township and Tulpehocken Area School District for their acceptance - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Road Master Report – Vice Chairman Feick read the Roadmaster Report for the month of October, 2025. The work consisted of working on Cherry Hill Road, sewer maintenance work, sign maintenance, cleaning some downed trees, assisted with the Sherrif Sale, working on the trucks getting three of them ready for inspections, working on police cars, took the tractor out to Daubs Welding, working on the street lights in Mountain Meadows and took a sewer pump to Slaymaker in Washington Borough.

- Equipment Repairs and purchases including

o Tires for Truck 15 – Vice Chairman Feick presented a quote from Custom Exhaust Shop for tires for Truck 15. *Vice Chairman Feick made a motion to approve the purchase of the tires for Truck 15 for \$3,497.10 - - seconded by Chairman Deck and passed (2-0-1) Supervisor Zimmerman abstained, stating for the record that he has a conflict due to a family relationship with the vendor.*

o GPR surveying - Vice Chairman Feick reported that GPR surveying is no longer needed because a vac truck was able to clear dirt away, most of the boring for the repair is done and rewiring is planned to repair this particular street light on Clover Drive.

FIRE CHIEFS' REPORT: Vice Chairman Feick reviewed activity for the Keystone Fire Company and read the report for the Rescue Fire Company for October, 2025. After noting that Keystone Fire Company received seven calls to the Teen Challenge property in October, there was some discussion about the number false alarm calls that come in for their location.

SEWER OPERATIONS

- Judgements and Delinquent Sewer Accounts

o 6 Magdalena Street (Heckman property) – The board reviewed a request to establish a payment plan. *Supervisor Zimmerman made a motion to, once the frequency is clarified, accept the plan as requested and authorize preparation and execution of a Payment Plan Agreement - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

- 7653 Lancaster Avenue (Norce property) – The Board discussed the 2014 Subaru Impreza acquired from the Sheriff Sale in October. They agreed to have it detailed before selling it, estimating that would cost about \$250.00. *Supervisor Zimmerman made a motion to approve getting the car detailed - - seconded by Vice Chairman Feick and passed unanimously (3-0). Supervisor Zimmerman then made a motion to authorize the advertisement of the sale by public auction and authorizing it to be listed on for sale on Municibid, once the title is received and it's been advertised - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- Online payment of sewer bills – This was first presented to the Board and discussed at the October and November Budget meetings. After reviewing the Agreement, *Supervisor Zimmerman made a motion to establish an account with the vendor, add Municipay to the Township Website as an on-line option for sewer service customers to make payments, and to authorize the Chairman and Sewer Service Secretary to sign the application, agreement and any other required paperwork - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- Sewer Service equipment repairs and purchases – The Board discussed the sewer pump that was taken to Slaymaker for repair – this is the second pump from the Mount Aetna pump station that has needed repair.

UNFINISHED BUSINESS

- Emergency Services Tax
 - EMS Tax - *Chairman Deck made a motion to adopt Resolution 2025-17; implementing an Ambulance Emergency Tax in 2026 – - seconded by Supervisor Zimmerman; Vice Chairman Feick abstained, , stating for the record that he has a conflict due to his relationship to a member on the BCA Board; the motion passed (2-0-1).*
 - Fire Tax – *Supervisor Zimmerman made a motion to adopt Resolution 2025-18; implementing a Fire Tax in 2026 - - seconded by Chairman Deck; Vice Chairman Feick abstained, stating for the record that he has a conflict due to his position with Keystone Fire Company; the motion passed (2-0-1).*
 - Draft agreement between Tulpehocken Township and Bethel Community Ambulance (BCA). Written clarification of membership benefits for tax payers and billing practices for uninsured users is being requested before the proposed Agreement will be presented again to BCA.
 - Request donation in lieu of tax from certain exempt properties – The Solicitor shared that it appears the Township cannot levy the emergency service tax on only certain tax-exempt parcels. After discussing the large number of calls the Ambulance and Fire Companies receive for the 33 Teen Challenge Road property and the approximately \$8,155 this one property would be charged if taxed, *Chairman Deck made a motion to authorize a letter be prepared asking Teen Challenge for minimum annual contribution of \$5,000 in lieu of taxes to benefit the fire and ambulance providers - - seconded by Supervisor Zimmerman; Vice Chairman Feick abstained, stating for the record that he has a conflict due to his relationship with a member on the BCA Board and his own position with Keystone Fire Company; the motion passed (2-0-1).*
- 2025 Municipal Tax Sheet – *Supervisor Zimmerman made a motion authorizing that the 2026 Municipal Tax Sheet be signed by the Chairman and submitted to the County Treasurer's Office along with copies of Resolutions 2025-17 and 2025-18 for the Township Emergency Services Taxes - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Supervisor Zimmerman made a motion to send Resolutions 2025-17 and 2025-18 for the Township Emergency Services Taxes, to DCED - - seconded by Vice Chairman Feick and passed unanimously (3-0).

NEW BUSINESS

- **2026 Reorganization Meetings** - The Board of Supervisors Reorganization Meeting will be held on Monday, January 5, 2026 at 6:00 PM. The Township Auditors will meet on Tuesday, January 6, 2026, time to be determined. *Supervisor Zimmerman made a motion to approve advertising the 2026 Board of Supervisors and the 2026 Township Auditors Reorganization Meetings - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- **Review 2026 Meeting Dates** - The Board reviewed the 2026 meetings schedule. *Supervisor Zimmerman made a motion to approve advertising the 2026 meeting dates - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

CORRESPONDENCE – The Board reviewed and discussed the following items of correspondence received:

- An anonymous letter received regarding 32 Summer Mountain Road – no action taken
- An email from resident regarding line painting on Four Points Road – Vice Chairman Feick reported that the Township is on a waiting list with the vendor to have line painting done on Four Points, Cherry Hill and Bordner Roads; this has been relayed to the resident.
- Mail from resident regarding 102 Rehrersburg Road Zoning Appeal Application – no action taken
- An email inquiring about Lions Park development – the Board instructed a reply advising that the Township did not get the grants it applied for in 2024 and to welcomes her to attend future Recreation Board Meetings.

OTHER BUSINESS

- Four Board terms are expiring on December 31, 2025 - Scott Hetrick for Planning Commission and Larry Dean Martin for Zoning Hearing Board have each expressed interest in reappointment. John Zimmerman, for both Planning Commission and Recreation Board, has expressed that he will not seek reappointment.
- Township Auditor positions. With no candidates or write in results from the election there will be two vacant auditor seats: one for the balance of the 2024-2029 term and one for the full 2026-2031 term. Residents interested in appointment as Township Auditor should provide a letter of interest.

The Board discussed the upcoming reappointments and vacancies. Residents interested in serving on the Planning Commission, Recreation Board or as a Township Auditor are encouraged to contact the Township Office for more information. No action at this time; vacancies to be filled by appointment at the Reorganization Meeting on January 5, 2026.

- Advertise intent to consider adoption of a resolution at the 2026 Reorganization meeting, to appoint Riley & Company CPA Auditor – The Solicitor shared that due to changes in advertisement requirements, this may longer be required if it is the same Auditor firm. This will be researched. *Supervisor Zimmerman made a motion to authorize advertisement, if it's found to be required - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

TRAINING AND OTHER INVITATIONS

APPROVAL OF FINANCIAL REPORTS & PAYMENT OF BILLS FOR ALL ACCOUNTS

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

| | |
|---|---------------|
| General Account | \$ 42,020.83 |
| 1 st Citizens General Holding Acct | \$ 129,417.62 |
| General Prime Account | \$ 452,904.42 |
| State Aid Account | \$ 124,752.15 |
| Street Light Account | \$ 23,533.13 |
| Recreation Fund | \$ 146,610.72 |
| Payroll Account | \$ 20,086.74 |

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

- General Account – Checks #22798 – 22845 in the amount of \$42,506.85
- Street Light Account – Checks #529 – 530 in the amount of \$2,452.46
- Recreation Fund – Checks #219 - 223 in the amount of \$2,897.08
- Total Expenses for this November 12,2025 Meeting are \$47,856.39

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

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

| | |
|-------------------------------|---------------|
| Sewer Operation Class Account | \$ 3,153.07 |
| Sewer Operation Prime Account | \$ 115,806.48 |
| Sewer Holding Account | \$ 31,985.74 |
| Debt Service Account | \$ 501,104.53 |

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

- Checks #3479 to 3491 in the amount of \$ 25,975.81

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

EXECUTIVE SESSION: None

ADJOURNMENT OF MEETING: *Supervisor Zimmerman made a motion to adjourn the meeting at 8:45 P.M. - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Respectfully Submitted,

Kathy Judy, Secretary
Tulpehocken Township

Attachment: H. Zimmerman – Abstention Memorandum
L. Feick – Abstention Memorandum