

**Tulpehocken Township
Board of Supervisors
Meeting of July 9, 2025**

The Tulpehocken Township Board of Supervisors met on July 9, 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 John and Beth Schueller, Mike Najarian, Larry Dean Martin, Austin Hurst, Brian Veres, Susan Wolfe and Bill Dewart

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: Mike Najarian shared the most recent statistics information from the Bethel-Tulpehocken Public Library. Austin Hurst was present to discuss what is still needed in order to be able to proceed with his current land development plan.

EXECUTIVE SESSION: The Board met for an executive session on June 17, 2025 after the adjournment of the Special Meeting and before the Emergency Services Tax Workshop. Litigation matters were discussed. No action taken.

The Board also met for an executive session, prior to the start of this July 9, 2025 Board of Supervisors meeting, to discuss personnel matters. No action taken.

APPROVAL OF MINUTES:

Supervisor Zimmerman made a motion to approve the minutes from the June 11, 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 June 17, 2025 Special Meeting - - seconded by Vice Chairman Feick and passed unanimously (3-0).

June 17, 2025 Emergency Services Tax Workshop Minutes – No action. Tabled until next meeting.

ADMINISTRATIVE ACTIONS:

Personnel:

- Zoning Hearing Board – There can be up to three alternate members on the Zoning Hearing Board. With one already appointed, the Board has chosen to appoint two more alternate members. Three residents have expressed an interest or willingness to serve. *Vice Chairman Feick made a motion to adopt Resolution 2025-14 for the appointment of Susan Wolfe as second alternate for a three year term - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
Chairman Deck made a motion to adopt Resolution 2025-15 for the appointment of Jeffrey Wartluft as third alternate for a three year term - - seconded by Vice Chairman Feick and passed unanimously (3-0).

Planning Commission Recommendations:

- Dollar General-Womelsdorf, Route 419 & Four Point Road – A time extension to September 10, 2025 was granted. In accordance with the Planning Commission recommendation, *Supervisor Zimmerman made a motion to accept the time extension to September 10, 2025 - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

- Nolt Investments, 4999 Four Point Road - A time extension to October 10, 2025 was granted. In accordance with the Planning Commission recommendation, *Supervisor Zimmerman made a motion to accept the time extension to October 10, 2025 - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

Solicitor Legal Discussion:

- Village Estates Pump Station and Sewer Lines – *Supervisor Zimmerman made a motion to authorize signing of the Deed of Dedication of the Pump Station and Sanitary Sewer Lines - - seconded by Vice Chairman Feick and passed unanimously (3-0). Supervisor Zimmerman made a motion to adopt Resolution 2025-13 accepting the Deed of Dedication of the Village Estates Pump Station and Sanitary Sewer Lines - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- 44 Rehrersburg Road – The court order allows for the Township to start clean up on the property if the homeowner has not complied by July 16, 2025. Chairman Deck expressed his reluctance toward the Township taking over clean up at the property. The Township Solicitor recommended sending a letter to the resident. *Chairman Deck made a motion authorizing the Solicitor to send a letter to the homeowner advising them that, if they have not yet complied with the court order and the property remains in violation of Township Ordinances, at their August 13, 2025 meeting the Board of Supervisors could consider a motion to take over clean up on the property - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

Escrow Release:

- David G. Martin has requested the release of the cash escrow. In accordance with the Township Engineer’s recommendation, *Vice Chairman Feick made a motion to authorize the full release of the escrow in the amount of \$5,424.95 - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
- 111 Deck Road, Lane property - a request for the release of the fire escrow was received. The Board discussed the site and agreed with the Township Engineers recommendation for the release of the funds held for fire damage cleanup. *Vice Chairman Feick made a motion to authorize full release of the Fire Escrow for 111 Deck Road and for the account to then be closed - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

Zoning:

- Correspondence from Zoning Officer / May Update: None.
- Proposed Zoning Ordinance amendments for Agritainment, Agritourism and Short Term Rentals: The Board reviewed the most revisions to the definitions for Agricultural Use Principal and Agricultural Operation. After reviewing the changes, and in accordance with the Planning Commissions recommendation, *Supervisor Zimmerman made a motion to forward the proposed Zoning Ordinance amendments for Agritainment, Agritourism and Short Term Rentals to the County for review - - 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 51 Midway Road, Case Family Partnership - The Board reviewed and discussed this application for special exception from the Township Zoning Ordinance Sections 834.02, 834.03, 834.14 and 1027. *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 Board discussed plans to replace the lines only after the Keystone Band concert event.

STAFF REPORTS:

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

	Tulpehocken	Marion
MILES PATROLLED	1945	974
GALLONS OF FUEL	201.6	
HOURS WORKED	584.5	60
PATROL HOURS	296.75	38
TULPEHOCKEN AREA SCHOOL	1	
TOTAL INCIDENTS	6	9
TOTAL COMPLAINTS	4	4
MISCELLANEOUS CALLS FOR	24	8
FOLLOW-UP INVEST	3	5
TELEPHONE ASSIGNMENTS	14	16
COMM/RESIDENTIAL ALARMS	0	1
EMS/FIRE ADVISORIES	24	9
TRAFFIC STOPS	22	14
CITATIONS ISSUED	23	12
NON-TRAFFIC CITATIONS	0	1
TRAFFIC WARNINGS	4	2
WARRANTS	1	1
PARKING TICKETS	0	0
TRAFFIC ACCIDENTS	5	2
DUI ARRESTS	0	1
MISDEMEANOR/FELONY	0	1
SECURITY CHECKS	12	8
POLICE ASSISTS	17	0
MOTORISTS ASSISTS	3	1
COURT APPEARANCES	1	4
SCHOOL (TRAINING) HOURS	16	

Chief Dronick reported that during the month May there were 183 calls received through Berks County 911; noting that eighteen (18) were for Teen Challenge.

- Equipment Repairs and purchases: The Chief updated the Board on the recently purchased pistols, qualifying and how many are in service so far. Also, three officers intend to purchase their guns that have been taken out of service.
- June 28, 2025 Accident (2018 Ford): The 2018 police cruiser was involved in an accident, suffered damages and is out of service. The vehicle hydroplaned due to weather and wet road surfaces. There were no injuries and no other vehicles were involved. An insurance claim has been filed.
- Update on May 26, 2025 Accident (2023 Ford) and final repair costs: Repairs to the 2023 police cruiser are complete and the vehicle is back in service. The final bill was less than the approved estimate and the repair shop has returned \$1,363.12 to the insurance company.

Road Master’s Report: Vice Chairman Feick read the June, 2025 report. The work consisted of meeting with PennDOT on the dump site, highway mowing, lawn mowing, sewer maintenance, monthly meter readings, met with contractors for the 2025 paving bid, working in the shop, electrical problem at Market Street pump station, and removed a large tree branch off of the highway.

- 2025 Road Project: All paperwork has been received – *Vice Chairman Feick made a motion to authorize signing the Contract with New Enterprise Stone & Lime for the 2025 Road Paving Project, pending the Solicitors review - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
- Equipment Repairs and purchases, including:
 - o The Roadmaster reported that the mowing tractor tires haven’t been replaced yet
 - o The Board discussed a replacement dump truck but believe that the truck damaged in the 4/16/25 accident is repairable. It was agreed that the Insurance Adjuster should be asked to provide an in-person appraisal before settling for the total loss being offered.

- The Roadmaster would like to flush some pipes on Deck Road at the box culvert and on the turn and possibly one at Kurr and Cherry Hill Roads where water is pooling. Chairman Deck made a motion to approve having the pipes flushed - - 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 June, 2025.

SEWER OPERATIONS:

Judgements and Delinquent Sewer Accounts

- 6 Magdalena Street, Heckman property – The Solicitor advised that they did the posting as required by Court Order and are commencing the Sheriff Sale as previously authorized – No action needed.
- 7653 Lancaster Avenue, Norce property – The Solicitor advised that they filed and commenced the Sheriff Sale process as previously authorized – No action needed.
- 469 Godfrey Street – The Board reviewed an application for waiver of Sewer Service fees received from the property owner. *Vice Chairman Feick made a motion to approve a 50% waiver of sewer service fees, effective July 1, 2025 and good for up to one year or until the property is restored and no longer qualifies for relief - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
- Sewer Service equipment repairs and purchases:

UNFINISHED BUSINESS:

- Emergency Services Tax – In 2024 the Board held four workshops regarding implementation of new taxes being levied to fund the Ambulance and Fire Companies serving Tulpehocken Township. On June 17, 2025 a workshop was held to continue discussions begun in 2024. The talks at the June 17, 2025 workshop focused on a 0.5 mill Emergency Service Tax to fund Ambulance Services in the Township. The next workshop meeting is scheduled for July 15, 2025 and is expected, but not limited to, focusing on the implementation of an additional Emergency Service tax levy to fund the two Fire Companies in the Township.

NEW BUSINESS:

- The Keystone Fire Company of Rehrersburg's Annual Car Show is scheduled for Saturday, September 6, 2025 from 4:00 P.M.–8:00 P.M. – *Vice Chairman Feick made a motion to authorize signing and sending the PennDOT road closing request form and letters requesting Fire Police assistance for during the event - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*
- Purchasing Policy – the Board discussed increasing the limit for purchases allowed without prior approval which is currently \$300.00. *Supervisor Zimmerman made a motion to approve amending the Purchasing Policy by increasing it to a \$500.00 limit for purchases allowed without prior approval - - seconded by Vice Chairman Feick and passed unanimously (3-0).*
- PA One Call – Location Request Notifications are no longer deliverable by fax, because of this change a newly signed Service Agreement is needed. *Supervisor Zimmerman mad a motion to authorize signing the POCS Service Agreement - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

CORRESPONDENCE:

- Email inquiry about digital speed limit signs in Mt. Aetna and Rehrersburg – the Board and Police Chief discussed changes they've noticed since the signs were installed. The response to the inquiry will offer that the signs are proving to be an asset, drivers are slowing down; there is a noticeable difference and less speeding through the Village Centers.
- Letter from MIB for valuation update – No action taken.

OTHER BUSINESS:

- 117 Godfrey Street – The property owner notified the township that a handicap parking space is no longer required and the application was withdrawn prior to any curb painting or sign installation being done. *Supervisor Zimmerman made a motion to refund the \$75.00 application fee - - seconded by Vice Chairman Feick and passed unanimously (3-0).*

TRAINING AND OTHER INVITATIONS: None

FINANCIAL REPORT AND APPROVAL FOR PAYMENT OF BILLS:

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

General Account	\$ 26,634.68
1 st Citizens General Holding Acct	\$ 148,771.17
General Prime Account	\$ 446,368.55
State Aid Account	\$ 377,402.14
Street Light Account	\$ 31,114.02
Recreation Fund	\$ 141,225.81
Payroll Account	\$ 19,794.44
American Rescue Plan Account	\$ 145.24

Payments of Bills for this July 9, 2025 meeting are:

- General Account – Checks #22640 - 22679 in the amount of \$38,818.40
- Street Light Account – Checks #523 - 524 in the amount of \$2,962.89
- Recreation Fund – Checks #204 - 207 in the amount of \$421.54
- Total Expenses for this July 9, 2025 Meeting are \$42,202.83

Vice Chairman Feick made a motion to approve the payments of the bills for this July 9, 2025 meeting - - seconded by Supervisor Zimmerman and passed unanimously (3-0).

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

Sewer Operation Class Account	\$ 6,201.05
Sewer Operation Prime Account	\$ 114,135.28
Sewer Holding Account	\$ 41,790.26
Debt Service Account	\$ 493,873.09

Payments of Bills in the Sewer Operation Account for this July 9, 2025 meeting are:

- Checks #3418 to 3434 in the amount of \$ 26,441.96

Supervisor Zimmerman made a motion to approve the payments of the bills for this July 9, 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 9:22 P.M. - - seconded by Supervisor Zimmerman and passed unanimously (3-0).*

Respectfully Submitted,

Kathy Judy, Secretary
Tulpehocken Township