

**District Township Supervisors
Business Meeting
January 21, 2021**

BUSINESS MEETING CALL TO ORDER

Chairman Ed Overberger called to order the District Township Board of Supervisors Business Meeting, held at 202 Weil Road, Boyertown, PA at 7:00 p.m. Present were Chairman Ed Overberger, Supervisor John Burger, Solicitor Gene Orlando (conference call), Engineer John Weber (conference call), Planning Commission Chair Piper Sherburne (conference call), Emergency Management Coordinator Tim Adam and Secretary Elaine Schwien. There were two residents in attendance, Matt Simpson and Ron Leibowitz. *COVID-19 – conference call option, social distancing.

MINUTES

A motion was made by Mr. Overberger, seconded by Mr. Burger, to approve the minutes of December 21, 2020 Business Meeting. All in favor. A motion was made by Mr. Overberger, seconded by Mr. Burger, to approve the minutes of January 4, 2021 Reorganization Meeting. All in favor.

PUBLIC PARTICIPATION

None.

SOLICITOR – Eugene Orlando

American Tower Lease Agreement: No update.

Bond Counsel: Per Mr. Overberger Tompkins VIST is not competitive. Mr. Ben Ried (Bond Counsel) to verify terms with Rusty Akers of BB&T. Mr. Ried provided deadline dates with the hope of obtaining a letter of commitment to move forward by the next business meeting.

ROADMASTER - Ed Overberger

Bridgework: LTL Consultants has begun the permitting and design process for the two culvert bridges to be replaced this year. Per Mr. Weber, due to the wetlands in the immediate area around both culvert projects (Dogwood Drive and Merkle Road), a Phase 1 Bog Turtle Habitat Survey is required for each location. Mr. Overberger made a motion to approve Tulpehocken Habitat Management to do a Phase 1 Bog Turtle Habitat evaluation at both the Dogwood Drive and Merkle Road culvert bridges as per the quotation of 1/19/21 in the amount of \$1,285.00. Seconded by Mr. Burger. All in favor.

Selling Kodiak: No update.

ZONING OFFICER – John Weber

NW Corner of Intersection at Long Lane and Baldy Hill Road: New property maintenance complaint. The Board authorized investigation. Solicitor Orlando to forward an unsafe property maintenance ordinance for discussion.

150 Biting Road: At time of visit, there were no barking dogs and nothing to suggest a kennel. Another letter was sent requesting they call LTL Consultants to discuss. No response yet.

875 Huffs Church Road: New Enforcement Notice sent to the property owner. No response to date. Did receive inquiry from someone about buying the property.

ZHB; Scott Ross-Feb 2, 2021: Variance application for 4,000 sq. ft. pole building/detached garage. Personal use for vehicle and equipment storage as well as workshop.

BUILDING COMMITTEE-Leonard Robb

Painting Inside Municipal Building: Project has begun.

RECREATION- John Burger

No report.

EMERGENCY MANAGEMENT - Tim Adam

2021 EOP Update and Resolution 2021-7: Mr. Adam and the Secretary updated the District Township Emergency Operations Plan. Essentially the updates were changes to staff. Mr. Overberger made a motion to adopt Resolution 2021-7 as per the Pennsylvania Emergency Management Services Code that District Township prepare, maintain and keep current an emergency operations plan. Seconded by Mr. Burger. All in favor.

As per EBFD 2020 annual report; they responded to 442 incidents, 51 in District Township. COVID-19 remains a big concern.

ENVIRONMENTAL ADVISORY COUNCIL—Piper Sherburne

Spotted Lanternfly: No report.

Briefly discussed the EAC meeting by conference call due to COVID-19/health concerns of members. Mr. Overberger will discuss further with the Secretary.

PLANNING COMMISSION—Piper Sherburne

JRP Luft Minor Subdivision: Plan accepted for review. Letters from LTL and BCPC were reviewed. Will need extension of time.

TREASURER REPORT - Karen Krall

Elaine Schwien reported:

As of December 31, 2020 the balances were:

General Fund	\$ 653,453.19
State Fund	\$ 215,162.05
Capital Reserve	\$ <u>264,355.93</u>
Total	\$1,132,971.17

Status of Escrow Accounts:

904/906 Huffs Church Road Balance: Schwien \$250/Miller \$250.

DISBURSEMENTS

Total General & Payroll Fund Disbursement: \$16,750.56

Total State Fund Disbursement: \$0

A motion was made by Mr. Overberger to pay the bills in the amount of \$16,750.56. Seconded by Mr. Burger. All in favor.

OLD BUSINESS

Zoning Hearing Board alternate needed.

Refresh Township Logo: No update.

Road Crew Shirts: No update.

NEW BUSINESS

Adopt Resolution 2021-8: Mr. Overberger made a motion to adopt Resolution 2021-8 appointing Matthew Simpson to the Zoning Hearing Board for a three-year term ending December 31, 2023. The Resolution also establishes compensation for service at \$30 per meeting attended. Seconded by Mr. Burger. All in favor.

Appointment to the Road Crew: Mr. Overberger made a motion to appoint Ronald Leibowitz to the District Township Road Crew at a rate of \$19.94/hr. contingent upon completed paperwork and insurance company approval to drive the vehicles. Seconded by Mr. Burger. All in favor.

Appointment to the Planning Commission: Mr. Overberger made a motion to appoint Ronald Leibowitz to the District Township Planning Commission to fill the unexpired term. Seconded by Mr. Burger. All in favor.

Berks County Tax Claim Bureau; Certification of 2020 Regular Unpaid Tax Bills: Mr. Burger made a motion to authorize the Chairman to sign the Berks County Tax Claim Bureau certification of unpaid tax bills document. Seconded by Mr. Overberger. All in favor.

Organization Chart: Tabled to next meeting.

PUBLIC PARTICIPATION

Public Comment: None further.

ADJOURNMENT

With no further business to come before the Board, there was a motion made by Mr. Overberger, seconded by Mr. Burger, to adjourn the business meeting at 8:09 p.m. All in favor.

Respectfully submitted,

*Elaine Schwien
District Township Secretary*