

**District Township Supervisors
Business Meeting
September 16, 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 8:13 p.m. Present were Chairman Ed Overberger, Vice-Chairman Leonard Robb, Supervisor John Burger, Solicitor Gene Orlando, Engineer John Weber, Planning Commission Chair Piper Sherburne, Emergency Management Coordinator Tim Adam and Secretary Elaine Schwien. Road Crew members Bob Ralston, John Musselman and Ron Leibowitz attended. Karen Winegardner, from the Brandywine Community Library attended. Fifteen residents were also present.

MINUTES

A motion was made by Mr. Overberger, seconded by Mr. Robb, to approve the minutes of August 19, 2021 Business Meeting. All in favor.

PUBLIC PARTICIPATION

Karen Winegardner spoke on behalf of the Brandywine Community Library regarding funding. She explained State, County and Municipal funding and how they relate to each other/benefit the library. She requested of the Board, \$2.50 per capita, based on the 2020 census data, for District Township.

SOLICITOR – Eugene Orlando

Ordinance 2021-3: A Public Hearing was held earlier this evening. The Board agreed to tabling the ordinance for further consideration. Mr. Overberger made a motion to not take action on Ordinance 2021-3 at this time. Seconded by Mr. Robb. All in favor.

County-Provided Consolidated Dispatch Services; Resolution 2021-13 and New Agreement: The County has provided a new agreement for dispatch services which institutes a process for price increases in the future based on the consumer price index. Per Solicitor Orlando the agreement cannot be negotiated. Solicitor Orlando prepared a resolution that would enable the Board to adopt the new agreement if they choose to do so. Mr. Overberger made a motion to adopt Resolution 2021-13 authorizing the Township to enter into the intergovernmental agreement with Berks County to continue to obtain consolidated dispatching services from the County. Seconded by Mr. Robb. All in favor. The Board signed the resolution and agreement.

Record Keeping Policy: Secretary to review current records retention policy (Resolution 2014-12) and current Municipal Records Manual for possible changes/updates to Township record keeping. Tabled until next month.

ROADMASTER - Ed Overberger

Stormwater Culvert Update:

- Consideration of Change Order for Alternate Vendor of Concrete Pipe – No paperwork yet.

2021 Roadwork:

- Chew Road – Waiting on Carl Bales Excavating schedule.

Onroad Rebate Program - Kodiak: No update.

Road Crew Hire: Mr. Overberger made a motion to hire Ken Schroeder at the Road Crew rate of \$19.94/hr. effective upon submission of completed paperwork. Seconded by Mr. Robb. All in favor.

Recent storms caused a significant washout again at the Weidner Road bridge area making the road impassable. The Road Crew fixed for temporary access but discussion was held on possibly dropping a larger pipe or adjacent pipe to handle the overflow before fully repairing. Mr. Weber did a site inspection at the request of the Board. The Board determined to add a 36 inch pipe requesting a simple sketch from Mr. Weber. Considered emergency repair work.

ZONING OFFICER – John Weber

Wireless Facilities Act: Mr. Weber provided a brief synopsis of Act 50 which provides for small wireless facilities deployment in the right of way. Small wireless facilities (antenna) are a use by right in any zoning district. Fees are allowable. A new section specific to small wireless facilities will need to be added to District Township’s current Zoning ordinance as well as other language for differentiation. The Board was in agreement with Mr. Weber putting together draft language for the Zoning ordinance.

13 Long Lane: This property cleanup has come a long way. The Board agreed with Mr. Weber to remove from monitoring.

875 Huffs Church Road: Property owners are continuing to cleanup. LTL will continue to monitor.

Mr. Overberger directed Mr. Weber to follow-up (call) the property owner at Delong and Bitting Roads regarding tenant cleanup again. Otherwise enforcement action will begin.

PLANNING COMMISSION—Piper Sherburne

Cynthia L. Brensinger Minor Subdivision: No activity to report.

Meitzler Annexation Sketch Plan: Per Mr. Weber, Paul Meitzler (and Bruce Bales) presented an informal sketch plan to the Planning Commission for some lot line adjustments (adjust size of properties). The Planning Commission provided some feedback.

ENVIRONMENTAL ADVISORY COMMITTEE—Piper Sherburne

Spotted Lanternfly: No report.

BUILDING COMMITTEE—Leonard Robb

HVAC Repair: Waiting on parts.

Floor Renovation: Division 09 Contract Flooring confirmed the pricing either way for vinyl or carpet with the budgeted numbers. Provided samples for review. Discuss further at the next month’s meeting.

RECREATION—John Burger

Fencing: Lumber pricing up over 100% from last summer per Mr. Burger. Mr. Overberger suggested coming up with a budget number based on the old pricing with the linear feet needed. Look at again next year.

EMERGENCY MANAGEMENT – Tim Adam

Per Mr. Adam EBFD responded to 43 calls in the month of August. Year-to-date 304 calls. EBFD was approved for two Federal grants. One will upgrade thermal imaging cameras and the second will replace some aging fire hose and upgrade related adaptors and nozzles. Chicken BBQ was a success. Mr. Adam attended a very good American Red Cross class.

TREASURER REPORT – Karen Krall

Elaine Schwien reported:

As of August 31, 2021 the balances were:

General Fund	\$ 718,163.85
State Fund	\$ 159,280.39
Capital Reserve	\$ 264,432.64
Culvert Bridge Fund	\$ 483,901.73
American Rescue Plan Fund	<u>\$ 74,473.26</u>
Total	\$ 1,700,251.87

Status of Escrow Accounts:

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

DISBURSEMENTS

Total General & Payroll Fund Disbursement: \$25,184.13

Total State Fund Disbursement: \$0

A motion was made by Mr. Overberger to pay the bills in the amount of \$25,184.13. Seconded by Mr. Robb. All in favor.

OLD BUSINESS

American Rescue Plan Fund – Budget Resolution: Not ready to adopt. Still waiting on updates from the U. S. Treasury regarding rules/eligibility standards.

Refresh Township Logo: No update.

NEW BUSINESS

2020 Liquid Fuels Audit Report: Single yellow center line painting is not a permissible use of Liquid Fuels Funds as per the monitoring review. The Township is required to reimburse \$4,417.47 to its Liquid Fuels Tax Fund. Going forward the Township will need to budget this expense out of the General Fund.

Green Tree Technology – Estimate for Computer/Monitor/Software: Estimate reviewed by the Board. Mr. Overberger made a motion to authorize Green Tree Technology to purchase a replacement desktop computer as per the specifications in estimate #392, or equivalent, up to \$1,300. Seconded by Mr. Robb. All in favor.

Meeting Agendas – Act 65: Brief discussion was held as it applies to the ZHB/EAC/Recreation Committee. The Secretary will send a memo (email) to the EAC, with a copy of the PSATS fact sheet, requesting a prepared agenda be provided to the Secretary for posting to the Township website and building location at least 24-hours prior to a meeting. The Recreation Committee is not currently meeting. The Secretary will consult with the Solicitor for an opinion regarding the ZHB.

2021 Berks County Convention Attendance/Rescheduling October BOS Business Meeting: The 2021 Berks County Convention will be attended by Mr. Overberger and the Secretary. Due to the County Convention’s conflict with the regularly scheduled Board of Supervisors meeting, a new October BOS meeting date was determined for the 18th of October. Mr. Overberger made a motion to authorize the Secretary to advertise the change of meeting date for the October Board of Supervisors meeting from October 21, 2021 to October 18, 2021 at 7 p.m. Seconded by Mr. Robb. All in favor.

Scheduling Budget Workshop Meetings: The Board reviewed possible dates to meet for Budget Workshop meetings to discuss the 2022 Township budget. Tentatively October 13, 20, 27 and November 3 were determined at 6:30 p.m. The Secretary will confirm these dates/time with the Treasurer. Mr. Robb made a motion to authorize the Secretary to advertise the Budget Workshop meetings once finalized. Seconded by Mr. Overberger. All in favor.

PSATS Unemployment Compensation Group Trust/2021 Ballot for Election of Trustees: Mr. Overberger made a motion to vote for Clyde "Champ" Holman and E. Christopher Abruzzo for the Board of Trustees/PSATS Unemployment Compensation Group Trust. Seconded by Mr. Robb. All in favor.

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. Robb, to adjourn the business meeting at 9:26 p.m. All in favor.

Respectfully submitted,

*Elaine Schwien
District Township Secretary*