

**District Township Supervisors
Business Meeting
November 18, 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 7:12 p.m. Present were Chairman Ed Overberger, Vice-Chairman Leonard Robb, Supervisor John Burger, Emergency Management Coordinator Tim Adam and Secretary Elaine Schwien. Road Crew member Ron Leibowitz attended. No residents were present.

AGENDA

The November 18, 2021 Business Meeting agenda was posted to the District Township website and municipal building on 11/17/21.

MINUTES

A motion was made by Mr. Overberger, seconded by Mr. Robb, to approve the minutes of the October 18, 2021 Business Meeting. All in favor. A motion was made by Mr. Overberger, seconded by Mr. Robb, to approve the minutes of the October 13, 27 and November 8, 2021 Budget Meetings. All in favor.

PUBLIC PARTICIPATION

None.

SOLICITOR – Eugene Orlando

Proposed Ordinance 2021-3: Mr. Overberger made a motion to not proceed with the potential adoption of proposed Ordinance 2021-3. Seconded by Mr. Robb. All in favor.

Tree Concern of Resident: Per Solicitor Orlando's written report, the tree concern is a private property matter between neighbors and the Township has no authority or power to become involved.

Public Participation Policy: The Secretary located a Resolution from 1989 providing for meeting management/public participation directed by the Chairperson. The Board would like to discuss further, perhaps update. Mr. Overberger will speak with Solicitor Orlando.

ROADMASTER - Ed Overberger

Stormwater Culverts: Work has begun on Merkle Road and the contractor has run into some issues, behind schedule. This will delay the start on Dogwood Drive.

2021 Roadwork:

- Chew Road – Stone work has been done on the Conrad Road side. Blacktopping both ends will occur in the next several weeks.

Weidner Road Bridge: The Road Crew finished fixing the road since the additional pipe has been postponed for now.

Onroad Rebate Program - Kodiak: No update.

ZONING OFFICER – John Weber

Wireless Facilities Act: Draft is being reviewed by Solicitor Orlando and Mr. Weber.

Bull Road Dirt and Gravel Road Grant Project – Phase II: Mr. Overberger advised the program has been re-funded. Phase II is the most expensive phase and cannot be fully funded. Mr. Weber to reach out to Dean Druckenmiller (BCCD) to help determine what funding would be available.

875 Huffs Church Road: Ongoing.

Delong and Bitting Roads: Ongoing.

PLANNING COMMISSION—Piper Sherburne

Cynthia L. Brensinger Minor Subdivision: Extension of time received today (until 3/18/22). Will go before the Planning Commission for recommendation to the Board.

ENVIRONMENTAL ADVISORY COMMITTEE—Piper Sherburne

Spotted Lanternfly: No report.

BUILDING COMMITTEE-Leonard Robb

Generator Maintenance: Annual service time. The Secretary obtained a verbal estimate from Automated Home Generators of approximately \$220. Similar to last year’s pricing. Mr. Robb made a motion to engage Automated Home Generators for the annual service to the generator at a cost of up to \$300 based on the phone estimate from 11/15/21. Seconded by Mr. Overberger. All in favor.

Floor Renovation: Details have been finalized. Waiting on Division 09 Contract Flooring to install. Hopefully mid to late December.

RECREATION- John Burger
No report.

EMERGENCY MANAGEMENT – Tim Adam

EBFD responded to 46 calls in the month of October with 7 of them being in District Township. Year-to-date 404 calls. Upcoming fundraiser, ham and beef takeout dinner. Holiday parade will be on 12/4/21. EMC radio updated.

TREASURER REPORT – Karen Krall

Elaine Schwien reported:

As of October 31, 2021 the balances were:

General Fund	\$ 749,142.15
State Fund	\$ 163,708.57
Capital Reserve	\$ 264,450.32
Culvert Bridge Fund	\$ 482,794.21
American Rescue Plan Fund	<u>\$ 74,474.50</u>
Total	\$ 1,734,569.75

Status of Escrow Accounts:

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

DISBURSEMENTS

Total General & Payroll Fund Disbursement: \$23,564.09

Total State Fund Disbursement: \$0

A motion was made by Mr. Overberger to pay the bills in the amount of \$23,564.09. Seconded by Mr. Robb. All in favor.

OLD BUSINESS

American Rescue Plan Fund – Budget Resolution: Tabled until ready for disbursement.

Refresh Township Logo: No update.

NEW BUSINESS

Approval to advertise 2022 Budget: Mr. Overberger made a motion to approve advertisement of the 2022 budget which shall be open for public inspection with the intention of adoption at the 12/16/21 Business Meeting with the real estate tax rate for 2022 at 1.1 mills (no increase). Seconded by Mr. Robb. All in favor.

Audit Engagement Letter for 2021: Mr. Overberger made a motion to engage Barbara Akins CPA to perform the annual audit at a cost of \$710 for the Tax Collector's records and \$3,770 for the Township's audit as per the proposal dated 11/3/21. Seconded by Mr. Robb. All in favor.

Year-End Donations: Mr. Overberger made a motion to approve the preparation of year-end donations as per the 2021 budget. Seconded by Mr. Robb. All in favor.

Business Cell Phone – Internet/Phone Service at Garage: The Board discussed the idea of internet (reusing the older office computer) and phone service at the garage location instead of continuing with a business cell phone. (The Secretary did not move forward with a Consumer Cellular plan/phone purchase.)

Mr. Overberger made a motion to authorize the Secretary to have the older office computer updated by Green Tree Technology and installed at the Bull Road garage, following the installation of internet service, for an amount not to exceed \$500. Seconded by Mr. Robb. All in favor.

Mr. Overberger made a motion to authorize the Secretary to have internet access and limited telephone service installed at the Bull Road garage as per the quote by Windstream received 11/1/21. Following installation and confirmation of call forwarding service, the Secretary is to discontinue service with AT&T. Seconded by Mr. Robb. All in favor.

PSATS Boot Camp for Township Officials – Ron Leibowitz: Mr. Overberger made a motion to approve the PSATS Boot Camp for Township Officials course at a cost of \$169 for Ron Leibowitz (newly elected Supervisor/January 2022). Seconded by Mr. Robb. All in favor.

Disposal of old office equipment and outdated code books/manuals: The Road Crew will donate, recycle or dispose of, per direction of the Board.

PUBLIC PARTICIPATION

Public Comment: None further.

ADJOURNMENT

With no further business to come before the Board, there was a motion made by Mr. Robb, seconded by Mr. Burger, to adjourn the business meeting at 8:40 p.m. All in favor.

*Respectfully submitted,
Elaine Schwien, District Township Secretary*