

**District Township Supervisors
Business Meeting
December 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 7:00 p.m. Present were Chairman Ed Overberger, Vice-Chairman Leonard Robb, Supervisor John Burger, Solicitor Gene Orlando, Emergency Management Coordinator Tim Adam and Secretary Elaine Schwien. Road Crew members Bob Ralston and Ron Leibowitz attended. Three residents were also present.

AGENDA

The December 16, 2021 Business Meeting agenda was posted to the District Township website and municipal building on 12/15/21.

MINUTES

A motion was made by Mr. Overberger, seconded by Mr. Burger, to approve the minutes of the November 18, 2021 Business Meeting. All in favor.

PUBLIC PARTICIPATION

None.

RECOGNITION

Mr. Overberger, on behalf of the Board of Supervisors, thanked Mr. Burger for his service on the Board and presented him with a certificate of recognition.

SOLICITOR – Eugene Orlando

Felines – Oysterdale Road: Per Mr. Overberger, there was an incident in the Township with a resident that was taken by ambulance and the concern of fire company members regarding the disrepair of the house (maybe unsafe) and approximately a dozen cats remaining there. Mr. Adam, the EMC, has already advised the Berks County Office of Aging. The Animal Rescue League followed up with an email to the Township regarding the cats. Per the Solicitor, there is no required duty in the Second Class Township Code regarding the cats, but informally, he encouraged trying to locate family members of the property owner. Mr. Overberger has already obtained family member information and will reach out to them.

Public Participation Policy: The Solicitor reviewed the existing document and in agreement with the Board will work with the Township Secretary to update.

ROADMASTER - Ed Overberger

Stormwater Culverts: The work on Merkle Road is almost complete which will allow the road to reopen and the contractor will start on Dogwood Drive which is now closed.

- Payment Application #1 – Mr. Overberger made a motion to approve the pay application dated 11/30/21 in the amount of \$53,801.45 to Bertolet Construction Corporation. Seconded by Mr. Robb. All in favor.
- Extension of Time – Mr. Overberger made a motion to give Bertolet Construction Corporation an extension of time to January 28, 2022 to complete the Dogwood Drive culvert replacement and the final paving of Dogwood Drive to be extended to April 30, 2022. Seconded by Mr. Robb. All in favor.

2021 Roadwork:

- Chew Road – Both ends have been blacktopped finishing up the work.

Onroad Rebate Program - Kodiak: The Township has been approved for a rebate voucher of \$68,743.95.

Freightliner: Larger repair bill forthcoming; rotted hydraulic lines needed to be replaced as well as window motor.

Noted that ESM Training/Dirt & Gravel Roads was completed by Bob Ralston, Ron Leibowitz and Ken Schroeder.

ZONING OFFICER – John Weber

Wireless Facilities Act: No update – in process.

Bull Road Dirt and Gravel Road Grant Project – Phase II: Per Mr. Overberger, John Weber did speak with Dean Druckenmiller (BCCD) and the program funding is very limited, approximately \$100,000 in total for the County. Mr. Overberger advised the Township will not be moving forward with the Dirt & Gravel Roads Program for Phase II. He requested Mr. Weber to look at Bull Road to see what can be done.

875 Huffs Church Road: Ongoing.

Delong and Bitting Roads: Ongoing.

PLANNING COMMISSION—Piper Sherburne

Cynthia L. Brensinger Minor Subdivision: Extension of time until 3/18/22 recommended by the Planning Commission to the Board of Supervisors. Mr. Overberger made a motion to accept the extension of time on the Cynthia L. Brensinger Minor Subdivision until 3/18/22. Seconded by Mr. Burger. All in favor.

ENVIRONMENTAL ADVISORY COMMITTEE—Piper Sherburne

Spotted Lanternfly: No report.

BUILDING COMMITTEE-Leonard Robb

Floor Renovation: Received email/phone call from Division 09 Contract Flooring advising they have the carpet but waiting on the vinyl flooring. Expect to receive the second week in January. The Board determined one mobilization effort would be best and to schedule the installation for the fourth week in January.

RECREATION- John Burger

No report.

EMERGENCY MANAGEMENT – Tim Adam

EBFD responded to 40 calls in the month of November with 2 of them being in District Township. Year-to-date 422 calls. Spike in Berks County with COVID-19 cases.

TREASURER REPORT – Karen Krall

Elaine Schwien reported:

As of November 30, 2021 the balances were:

General Fund	\$ 749,168.55
State Fund	\$ 163,713.95
Capital Reserve	\$ 264,459.01
Culvert Bridge Fund	\$ 482,745.43
American Rescue Plan Fund	<u>\$ 74,475.11</u>
Total	\$ 1,734,562.05

Status of Escrow Accounts:

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

DISBURSEMENTS

Total General & Payroll Fund Disbursement: \$108,428.24

Total State Fund Disbursement: \$0

A motion was made by Mr. Overberger to pay the bills in the amount of \$108,428.24. Seconded by Mr. Burger. All in favor.

OLD BUSINESS

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

Refresh Township Logo: No update.

NEW BUSINESS

2022 Budget Adoption: Mr. Overberger made a motion to adopt the 2022 budget in the amount of \$619,944.28. Seconded by Mr. Burger. All in favor.

Adopt Resolution 2021-14: Mr. Overberger made a motion to adopt Resolution 2021-14 which is fixing the tax rate for the year 2022 at 1.10 mills on each dollar of assessed valuation. Seconded by Mr. Robb. All in favor.

2022 Municipal Tax Sheet: Mr. Overberger made a motion certifying the rate and authorizing Berks County to bill back a proportionate amount of the cost of the tax bill forms and postage expense incurred on behalf of District Township. Seconded by Mr. Burger. All in favor.

Approval to Advertise Meetings:

- Mr. Overberger made a motion to approve the advertisement of the Reorganization Meeting for Monday, January 3, 2022 at 7 p.m. at the Municipal Building. Seconded by Mr. Burger. All in favor.
- Mr. Overberger made a motion to approve the advertisement of the Annual Auditors Meeting for Tuesday, January 4, 2022 at 7 p.m. at the Municipal Building. Seconded by Mr. Burger. All in favor.
- Mr. Overberger made a motion to approve the advertisement of the January Planning Commission Meeting for Thursday, January 6, 2022 at 7 p.m. at the Municipal Building. Seconded by Mr. Burger. All in favor.

Appointment of Temporary BOS Chairman: Mr. Overberger made a motion to appoint Leonard Robb as Temporary Board of Supervisors Chairman for the Reorganization Meeting 1/3/22. Seconded by Mr. Burger. All in favor.

2022 PSATS Conference: Mr. Overberger made a motion to authorize the Secretary to register/make hotel reservations for those attending the 2022 PSATS Conference. Seconded by Mr. Burger. All in favor.

Township Jackets: The Board discussed jackets needed for additional Road Crew members. Mr. Overberger made a motion to order two Game Black Bottom 6 in 1 jackets from Weikel Sportswear, quote E 49614, in the amount of \$342. Seconded by Mr. Burger. All in favor.

Business Cell Phone/New Garage Phone: The Board discussed how to best handle the phone changeover. Eliminating the Assistant Roadmaster's business cell phone and starting with the new garage phone number. Cannot port over the same phone number from mobile to landline. The Board determined to keep the business cell phone active through February with a message that provides the new garage phone number. The Board also requested the Secretary and Assistant Roadmaster to put together a list of agencies that should be advised of the phone number change.

PUBLIC PARTICIPATION

Public Comment: None further.

ADJOURNMENT

With no further business to come before the Board, there was a motion made by Mr. Burger, seconded by Mr. Overberger, to adjourn the business meeting at 8:24 p.m. All in favor.

*Respectfully submitted,
Elaine Schwien, District Township Secretary*