

**District Township Supervisors  
Business Meeting  
January 20, 2022**

**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 7:07 p.m. Present were Chairman Ed Overberger, Vice-Chairman Leonard Robb, Supervisor Ron Leibowitz, Solicitor Gene Orlando (by phone), Engineer John Weber, Emergency Management Coordinator Tim Adam and Secretary Elaine Schwien. No residents attended.

**AGENDA**

The January 20, 2022 Business Meeting agenda was posted to the District Township website and municipal building on 1/19/22.

**MINUTES**

A motion was made by Mr. Overberger, seconded by Mr. Leibowitz, to approve the minutes of the December 16, 2021 Business Meeting. All in favor. A motion was made by Mr. Overberger, seconded by Mr. Leibowitz, to approve the minutes of the January 3, 2022 Reorganization Meeting. All in favor.

**PUBLIC PARTICIPATION**

None.

**SOLICITOR – Eugene Orlando**

**Public Participation Policy:** The Solicitor provided an updated copy for the Board to review and provide any further comment. All members were satisfied with the content. Mr. Overberger made a motion to re-open the agenda to allow for the potential adoption of Resolution 2022-7 regarding Public Participation at Public Meetings. Seconded by Mr. Robb. All in favor. Mr. Overberger made a motion to adopt Resolution 2022-7 regarding Public Participation at Public Meetings of the Township Supervisors and Planning Commission as written. Seconded by Mr. Robb. All in favor.

**ROADMASTER - Ed Overberger**

**Stormwater Culverts:** The work on Dogwood Drive has been completed and the road reopened.

- **Payment Application #2** – Per Mr. Weber, for work completed through 12/30/21, in the amount of \$103,837.41. The Board reviewed the paperwork. Mr. Overberger made a motion to approve Payment Application #2 for the Merkle Road and Dogwood Drive Culvert Project, dated 12/30/21, in the amount of \$103,837.41 to Bertolet Construction Corporation. Seconded by Mr. Robb. All in favor.
- **Request for Change Order #2** – Per Mr. Weber, the Change Order is for additional labor, equipment and materials totaling \$10,000. The Board reviewed the paperwork. Mr. Overberger made a motion to accept Change Order #2 from Bertolet Construction Corporation, dated 12/14/21, in the amount of \$10,000, for additional labor, materials and equipment relating to the Merkle Road Culvert Project. Seconded by Mr. Robb. All in favor.

**Onroad Rebate Program - Kodiak:**

- **Possible Decision on Ordering Cab Chassis Truck** – Mr. Overberger provided an update with a review of paperwork from Bergey's Chevrolet on a 22 Chevrolet Silverado 6500 (chassis only). List price \$72,393.28. Mr. Robb made a motion to authorize Ed Overberger to sign for a new 22 Chevrolet Silverado 6500 (chassis only) for a COSTARS price of \$60,861.93 from Bergey's Chevrolet as per quote dated 1/20/22. Seconded by Mr. Leibowitz. All in favor.

- **Potential for Purchasing the Upfit for the Cab Chassis Truck** – Mr. Overberger reported in progress working with upfitter. Considering purchasing a truck backpack toolbox. Additionally, would need the subframe and wiring harness from a BOSS dealer.

**COSTARS 2022-2023 Road Salt Contract:** To be discussed at next month's meeting. Enrollment deadline is 3/15/22.

**ZONING OFFICER – John Weber**

**Wireless Facilities Act:** No update – in process.

**Bull Road Improvements:** Mr. Weber looked at Bull Road and generally suggested putting underdrains in the ditches and filling around the underdrains with riprap. Mr. Overberger requested the Engineer to put together a cost opinion.

**875 Huffs Church Road:** Still progressing. The mobile home is being removed and they intend to build a house there.

**889 Delong Road:** This property has not gotten better. The fence is now down in the back. Mr. Weber spoke with the property owner again regarding cleanup, requesting at least to put up the fence. She will speak with the tenant, but he is not in good health.

**Bitting Road:** Mr. Weber visited the site, noting large earth disturbance, removing rock. He spoke to Rolling Rock indicating there should be an E&S Plan at minimum and he will be contacting the Berks County Conservation District, which was done. Rolling Rock has since pulled out.

**PLANNING COMMISSION—Piper Sherburne**

**Cynthia L. Brensinger Minor Subdivision:** Per Mr. Weber the revised plan has been submitted for review.

**ENVIRONMENTAL ADVISORY COMMITTEE—Piper Sherburne**

**Spotted Lanternfly:** No report.

**BUILDING COMMITTEE-Leonard Robb**

**Floor Renovation:** Installation scheduled for next week. The Secretary will follow-up to confirm.

**Discussion and Possible Approval for Electrical Work at the Bull Road Garage:** Reviewed possible renovation to the inside of the garage, enclosing office type space. Electrical contractor to cleanup wiring, check capacity, etc. Mr. Robb will reach out to contractor.

**RECREATION-John Burger**

No report.

**EMERGENCY MANAGEMENT – Tim Adam**

EBFD responded to 47 calls in the month of December. Total calls for 2021 in District Township were 58. Total calls for EBFD in 2021 were 464, the most ever. Sad news at the passing of Leo "Boots" Mutter, former Goodwill Fire Company of Bally firefighter/chief.

**TREASURER REPORT – Karen Krall**

**Elaine Schwien reported:**

As of December 31, 2021 the balances were:

General Fund	\$ 738,810.82
State Fund	\$ 163,719.51
Capital Reserve	\$ 264,468.00
Culvert Bridge Fund	\$ 427,374.38
American Rescue Plan Fund	<u>\$ 74,475.74</u>
Total	\$ 1,668,848.45

**Status of Escrow Accounts:**

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

**DISBURSEMENTS**

Total General & Payroll Fund Disbursement: \$138,468.36

Total State Fund Disbursement: \$0

A motion was made by Mr. Overberger to pay the bills in the amount of \$138,468.36. Seconded by Mr. Leibowitz. All in favor.

With the retirement of John Burger, the Secretary will take over reviewing the monthly bank reconciliations, per the Board of Supervisors.

**OLD BUSINESS**

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

Refresh Township Logo: No update.

**NEW BUSINESS**

**Update Signatories on Bank Accounts/Resolutions for Approval:** The Secretary overlooked including this item on the agenda. Mr. Overberger made a motion to amend the agenda to allow for discussion and possible signatures by the Supervisors to update the Township bank accounts. Seconded by Mr. Leibowitz. All in favor. Mr. Leibowitz was elected in November to replace retiring Supervisor John Burger. Mr. Overberger made a motion to adopt Resolution 2022-8 revising the signatories on the District Township State Fund and Capital Reserve Accounts with Tompkins VIST/Community Bank. Seconded by Mr. Robb. All in favor. Mr. Overberger made a motion to adopt Resolution 2022-9 revising the signatories on the District Township Road Board, General, Payroll, Culvert Bridge Fund and American Rescue Plan Fund Accounts with Truist Bank. Seconded by Mr. Leibowitz. All in favor.

**Berks County Tax Claim Bureau; Certification of 2021 Regular Unpaid Tax Bills:** Mr. Overberger reviewed and signed.

**Appointment of a Deputy Tax Collector Form:** Mr. Overberger reviewed and signed.

**Countywide Board of Appeals for the Uniform Construction Code – 2022 Membership:** The Board agreed to continue membership.

**Appoint Representative to the Berks County Cooperative Purchasing Council/Resolution:** Mr. Robb made a motion to approve Resolution 2022-10 appointing Edward Overberger to serve as the representative for District Township on the Berks County Cooperative Purchasing Council and for the Secretary to sign the By-Laws and Statement of Operating Procedures. Seconded by Mr. Leibowitz. All in favor.

**Emergency Management Coordinator Compensation:** The Board discussed EMC compensation.

**Septic Pumping Agreement:** The Board determined to discontinue service, infrequent use.

**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. Overberger, to adjourn the business meeting at 8:50 p.m. All in favor.

Respectfully submitted,

Elaine Schwien, District Township Secretary