

**District Township Supervisors
Business Meeting
February 17, 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 7:03 p.m. Present were Chairman Ed Overberger, Vice-Chairman Leonard Robb, Supervisor Ron Leibowitz, Solicitor Gene Orlando, Engineer John Weber, Planning Commission Chair Piper Sherburne, Emergency Management Coordinator Tim Adam and Secretary Elaine Schwien. John Aston of Aston Surveyors/Engineers was present. Two residents, Cynthia Brensinger and Joanna Overberger also attended.

AGENDA

The February 17, 2022 Business Meeting agenda was posted to the District Township website and municipal building on 2/16/22.

MINUTES

A motion was made by Mr. Overberger, seconded by Mr. Robb, to approve the minutes of the January 20, 2022 Business Meeting. All in favor.

MOMENT OF SILENCE

Observed in memory of Ernie Haas who was a District Township Supervisor for 37 years. The Board authorized the Secretary to purchase a sympathy card and flowers, as well as post a note on the funeral home site.

PUBLIC PARTICIPATION

None.

SOLICITOR – Eugene Orlando

Possible New User on the Cell Tower: The Board authorized the Secretary to work with the Solicitor to draft a letter inquiring of recent cell tower activity (possible new user) to American Tower.

Draft Memorandum of Understanding – Berks County Conservation District: Solicitor Orlando reviewed the existing MOU (2017) compared to the proposed new MOU provided by the BCCD. There are only a few changes and in agreement with Mr. Weber there are no issues of concern. No further action is needed at this time.

ROADMASTER - Ed Overberger

Stormwater Culverts: Merkle Road/Dogwood Drive – completed project.

- **Request for Change Order #3** – Per Mr. Weber, the Change Order is for additional guiderail installed at the Dogwood Drive culvert, totaling \$2,875. The Board reviewed the paperwork. Mr. Overberger made a motion to accept Change Order #3 from Bertolet Construction Corporation, dated 1/24/22, in the amount of \$2,875, for additional guiderail installed at Dogwood Drive. Seconded by Mr. Robb. All in favor.
- **Payment Application #3** – Per Mr. Weber, for work completed through 1/24/22, in the amount of \$47,455.96. The Board reviewed the paperwork. Mr. Overberger made a motion to approve Payment Application #3 for the Merkle Road and Dogwood Drive Culvert Project, dated 1/24/22, in the amount of \$47,455.96 to Bertolet Construction Corporation. Seconded by Mr. Robb. All in favor.
- **Payment Application #4** – Per Mr. Weber, the application is dated 1/24/22, in the amount of \$10,794.46, which is the total retainage amount. The Board reviewed the paperwork. Mr. Overberger made a motion to approve Payment Application #4 for the Merkle Road and Dogwood Drive Culvert Project, dated

1/24/22, in the amount of \$10,794.46 to Bertolet Construction Corporation. Seconded by Mr. Leibowitz. All in favor.

Brief discussion on moving forward with the next project. Mr. Weber to view rusted pipe on Lutz Road.

Mr. Weber provided a spreadsheet, which was reviewed with the Board, showing road project history for District Township.

Onroad Rebate Program - Kodiak:

- **Equipment Upfit for the Cab Chassis Truck** – Mr. Overberger reported he is in the process of getting a second quote.

Per the Secretary's conversation with Mike Trone (PA DEP/Onroad Rebate Program) the scrapping/destruction of the Kodiak can occur anytime within the one-year project period.

COSTARS 2022-2023 Road Salt Contract: Mr. Overberger made a motion to enter into the COSTARS 2022-2023 Road Salt Contract for 100 tons of salt. Seconded by Mr. Leibowitz. All in favor.

Fill on Chew Road for Washout: Emergency work to fill in shoulders on Chew Road. Mr. Overberger made a motion to approve Invoice #3953, dated 2/11/22, from Carl Bales Excavating, in the amount of \$2,970. Seconded by Mr. Robb. All in favor.

ZONING OFFICER – John Weber

Wireless Facilities Act: No update – in process.

Bull Road Improvements: Mr. Weber provided the Board with a rough cost estimate which was reviewed and discussed. Mr. Overberger directed the Engineer to put together a minimum spec/Mr. Weber will reach out to Carl Bales.

875 Huffs Church Road: Still progressing.

889 Delong Road: No improvement, more fencing has fallen down. The Board directed Mr. Weber to send one last letter before enforcement action begins. Safety hazard/out of patience.

298 Bitting Road: Mr. Weber advised the Berks County Conservation District was out to inspect the property/provide a report. Follow-up inspection to occur. Rolling Rock has pulled out of the premises.

PLANNING COMMISSION—Piper Sherburne

Cynthia L. Brensinger Minor Subdivision

Discussion was held on the portion of existing gravel driveway which crosses from Lot 2 on to Lot 1 which is to be labelled 'to be removed' in order to eliminate a possible common driveway providing access to Lot 2 across Lot 1. Ms. Brensinger is requesting this to remain on the plan for possible future informal use by agreement with the new lot owner with a note that indicates the Township did not approve a shared driveway. The Board agreed to the Township Solicitor preparing a plan note which protects the Township in the future (if removal is not required) which is to be reviewed by the Planning Commission.

Mr. Overberger made a motion to grant a waiver of Section 504.B.4.d, allowing a flag lot access strip width of 40 feet (versus 50 ft) for Lot 2, for the Cynthia L. Brensinger Minor Subdivision. Seconded by Mr. Leibowitz. All in favor.

Mr. Overberger made a motion for a deferral of Section 403.D.11&15, postponing the requirements of a stormwater management plan for Lot 1 to the building permit process, for the Cynthia L. Brensinger Minor Subdivision. Seconded by Mr. Leibowitz. All in favor.

Mr. Overberger made a motion to adopt Resolution 2022-11, approving the Sewage Facilities Planning Module for the Cynthia L. Brensinger Minor Subdivision. Seconded by Mr. Leibowitz. All in favor.

Approval of the subdivision plan was not granted at this time for further consideration/review of a driveway note.

ENVIRONMENTAL ADVISORY COMMITTEE—Piper Sherburne

Spotted Lanternfly: No report.

BUILDING COMMITTEE-Leonard Robb

Floor Renovation: Complete except for minor fix.

Electrical Work at the Bull Road Garage: Mr. Robb reached out to a few electrical contractors and received an estimate from Wetzel Enterprises updating from 100amp to 200amp service at the garage. The Board further discussed the project. Mr. Robb made a motion to approve the estimate from Wetzel Enterprises, dated 2/14/22, for the electrical upgrades at the District Township garage, in the amount of \$4,270. Seconded by Mr. Leibowitz. All in favor.

Water Testing at the Municipal Building and Bull Road Garage: : Mr. Robb made a motion to spend up to \$400 for the annual water testing. Seconded by Mr. Overberger. All in favor. Suburban Testing Labs is not deploying technicians at this time. The Secretary will purchase 2 kits, one for each location. The Road Crew will handle the sample collection.

Brief discussion on floor mats for the hallway was tabled.

RECREATION-John Burger

No report.

EMERGENCY MANAGEMENT – Tim Adam

EBFD responded to 52 calls in the month of January, 4 in District Township.

Mr. Adam noted upcoming Hazard Mitigation Planning class.

Mr. Overberger made a motion to have the Secretary draft a letter of support for American Rescue Plan funding from Berks County to Bally Community Ambulance Association. Seconded by Mr. Leibowitz. All in favor.

Discussion was held on identifying problem driveways for emergency vehicles, 911 reflective signs and updating run cards.

TREASURER REPORT – Karen Krall

Elaine Schwien reported:

As of January 31, 2022 the balances were:

General Fund	\$	726,158.59
State Fund	\$	163,725.07
Capital Reserve	\$	264,476.98
Culvert Bridge Fund	\$	317,968.87

American Rescue Plan Fund	\$ 74,476.37
Total	\$ 1,546,805.88

Status of Escrow Accounts:

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

DISBURSEMENTS

Total General & Payroll Fund Disbursement: \$91,105.46

Total State Fund Disbursement: \$0

A motion was made by Mr. Overberger to pay the bills in the amount of \$91,105.46. Seconded by Mr. Robb. All in favor.

Bank Reconciliation Procedure: As recommended from last week's audit, Supervisor Ron Leibowitz will review the monthly bank reconciliations (Supervisor oversight) rather than the Secretary.

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: With the election of Mr. Leibowitz in November to replace retiring Supervisor John Burger, the Board completed paperwork to update various bank account signatories. Mr. Overberger made a motion to adopt Resolution 2022-12 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 2022-13 revising the signatories on the District Township PLGIT account. Seconded by Mr. Leibowitz. All in favor.

Donation to the Berks County Solid Waste Authority: The Township received a request from the Berks County Solid Waste Authority seeking financial support to maintain their programs and events for the community. These include household hazardous waste collections, the medication drop-box program, electronic recycling, etc. Mr. Robb made a motion to make a donation to the Berks County Solid Waste Authority in the amount of \$500. Seconded by Mr. Leibowitz. 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 9:25 p.m. All in favor.

Respectfully submitted,

Elaine Schwien, District Township Secretary