

**District Township Supervisors
Business Meeting
June 16, 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 7:04 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, Assistant Roadmaster Bob Ralston, Secretary Elaine Schwien and Assistant Secretary Kim Schroeder. There were two residents in attendance, Amy Portzline and Nikki Kelly, representing Brandywine Community Library.

AGENDA

The June 16, 2022 Business Meeting agenda was posted to the District Township website and municipal building on 6/15/22.

MINUTES

A motion was made by Mr. Overberger, seconded by Mr. Leibowitz, to approve the minutes of the May 19, 2022 Business Meeting. All in favor.

PUBLIC PARTICIPATION

Amy Portzline gave an update on the Brandywine Community Library's summer events and programs, including providing informational handouts.

SOLICITOR – Eugene Orlando

New User on the Cell Tower: Solicitor Orlando reviewed the May revenue share statement received from American Tower indicating it does provide the required information the Township is entitled to receive. An audit for additional information would be at the expense of the Township. The Board determined the Solicitor to follow-up with American Tower, requesting a copy of the agreement/contract with Dish Wireless.

ROADMASTER - Ed Overberger

Weil Road Repairs: Mr. Overberger made a motion to accept bid #2022-88 from Carl Bales Excavating for repairs to Weil Road with the proposal price of \$3,665 and up to \$1,000 for material and fuel recovery pricing (prices are subject to change without notice based on economic changes). Seconded by Mr. Robb. All in favor.

Weidner Road Pipe Installation: Mr. Overberger made a motion to accept bid #2022-93 from Carl Bales Excavating for the installation of a second pipe (overflow) under Weidner Road with the proposal price of \$8,500 and up to \$1,000 for material and fuel recovery pricing (prices are subject to change without notice based on economic changes). Seconded by Mr. Robb. All in favor.

Crack Sealing: This project was awarded at last month's meeting to Asphalt Maintenance Solutions. It is scheduled for completion by mid-August per Mr. Weber.

Line Painting: This project was awarded at last month's meeting to Berks Traffic. It is scheduled to follow the crack sealing with completion by late August/early September.

14 Freightliner Repairs: Per Mr. Overberger the 14 Freightliner has an engine oil leak which will need to be repaired. The Board reviewed a quote provided by Berman Truck Group for the estimated repairs as well as full service and lube on the Freightliner. Mr. Overberger made a motion to authorize the repair/service by Berman Truck Group on the 14 Freightliner for up to \$3,500. Seconded by Mr. Leibowitz. All in favor.

COSTARS Road Salt Contract: Per Mr. Overberger there is no room for additional salt under the current contract.

Onroad Rebate Program: Mr. Overberger noted the new truck order has been recognized (beyond the point of cancellation).

ZONING OFFICER – John Weber

Small Wireless Facilities Act: No further update.

Bull Road Improvements: The swale repairs (Milnes side/Arenschield side) were awarded at last month’s meeting to Carl Bales Excavating. Mr. Weber is coordinating a pre-start meeting.

875 Huffs Church Road: Continuing to move forward per Mr. Weber. Dumpster load removed/the mobile home is completely gone.

889 Delong Road: Progress has stalled. Mr. Weber provided pictures for the Board to review. The propane tanks are of particular concern to the Board. Mr. Weber will follow-up with the property owner.

ZHB Meeting (Meitzler/Bales): Scheduled for July 12, 2022, at 6:30 p.m.

PLANNING COMMISSION—Piper Sherburne

No report.

ENVIRONMENTAL ADVISORY COMMITTEE—Piper Sherburne

Spotted Lanternfly: The BCCD is providing banding tape and circle traps to the Township for residents to use.

Piper Sherburne briefly reviewed a proposed program by the Governor called PRISM, Partnerships for Regional Invasive Species Management.

June 17 is Native Species Day.

BUILDING COMMITTEE–Leonard Robb

LED Lights at the Bull Road Garage: The Board reviewed and discussed the proposal received from Wetzel Enterprises. Mr. Robb made a motion to approve the proposal in the amount of \$1,996 from Wetzel Enterprises to replace the tubes in the light fixtures at the Bull Road garage. Seconded by Mr. Leibowitz. All in favor.

Miscellaneous Electrical Work at the Bull Road Garage: The Board reviewed and discussed the proposal received from Wetzel Enterprises. Mr. Robb made a motion to approve the proposal from Wetzel Enterprises for up to \$4,000 to upgrade the electrical at the Bull Road garage, including outlets, heating, light fixtures and miscellaneous electrical work. Seconded by Mr. Leibowitz. All in favor.

RECREATION–John Burger

EMERGENCY MANAGEMENT – Tim Adam

EBFD responded to 41 calls in the month of May, 2 in District Township. Total calls year to date 226. Upcoming chicken bar-b-q on Saturday, August 20 (Bally station). The Barto station is still on schedule to sell/settle this summer, still actively looking for a piece of land. The 2022 fund drive is winding down. At this point, EBFD is behind in donations from 2021.

911 Reflective Signs/Mailing: The Secretary reviewed findings from discussion with the post office. For a single bulk mailing in a year (including permit fee), there is no actual cost benefit, versus the use of first class stamps.

TREASURER REPORT – Karen Krall

Elaine Schwien reported:

As of May 31, 2022 the balances were:

General Fund	\$ 760,553.72
State Fund	\$ 227,115.12
Capital Reserve	\$ 264,511.76
Culvert Bridge Fund	\$ 252,926.43
American Rescue Plan Fund	<u>\$ 74,478.81</u>
Total	\$ 1,579,585.84

Status of Escrow Accounts:

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

DISBURSEMENTS

Total General & Payroll Fund Disbursement: \$20,795.40

Total State Fund Disbursement: \$0

A motion was made by Mr. Overberger to pay the bills in the amount of \$20,795.40. 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

Appointment of Kim Schroeder as Planning Commission Secretary and Assistant Right-to-Know Officer: Mr. Overberger made a motion to appoint Kim Schroeder as Planning Commission Secretary and Assistant Right-to-Know Officer. Seconded by Mr. Robb. All in favor.

Green Tree Technology Recommendations for the Laptop/Shop: The Board reviewed the monthly technology report provided by Green Tree Technology and authorized the Secretary to look into pricing for the recommended upgrades to the office laptop and garage desktop. (Microsoft end of support for Windows 10/office laptop and at least 12 GBs of Ram/office laptop & garage desktop). Authorization was also given to look into Service Electric as an internet/phone provider and the forwarding of email from Windstream.

IRS Mileage Allowance Increase: Mr. Overberger made a motion to increase the mileage rate for business use of a personal vehicle from 58.5 cents per mile to 62.5 cents per mile effective July 1, 2022 to December 31, 2022 as per the revised IRS rate. Seconded by Mr. Robb. All in favor.

Additional Road Crew Shirts/Sweatshirts (new item): The Board briefly discussed the idea of purchasing additional Road Crew shirts. Additional sizes are needed as well as keeping a small inventory on hand for the replacement of damaged/ruined shirts. The Secretary will research pricing for the next meeting. No sweatshirts at this time.

Document Management/Digital Migration: Scheduled meeting with Scantek, July 21, 2022.

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 8:41 p.m. All in favor.

Respectfully submitted,

Elaine Schwien, District Township Secretary