

**District Township Supervisors  
Business Meeting  
September 15, 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 7:00 p.m. Present were Chairman Ed Overberger, Vice-Chairman Leonard Robb, Supervisor Ron Leibowitz, Solicitor Gene Orlando, Engineer John Weber, Emergency Management Coordinator Tim Adam, Secretary Elaine Schwien and Assistant Secretary Kim Schroeder. There was one resident in attendance, Amy Portzline, representing Brandywine Community Library.

**AGENDA**

The September 15, 2022 Business Meeting agenda was posted to the District Township website and municipal building on 9/14/22.

**MINUTES**

A motion was made by Mr. Overberger, seconded by Mr. Leibowitz, to approve the minutes of the August 18, 2022 Business Meeting. All in favor.

**PUBLIC PARTICIPATION**

Ms. Portzline previously provided the Board with a packet of information overviewing the past year, including a request for continued BCL funding in 2023. Available for any questions. The Board reviewed the current level of donation and had no further questions.

**SOLICITOR – Eugene Orlando**

**Act 57 Amending the Local Tax Collection Law:** Solicitor Orlando reviewed Act 57 with the Board, which allows taxpayers who fail to receive a real estate tax notice during their first year of occupancy to apply for a waiver from penalties and additional costs from the Tax Collector. Municipalities are required to adopt a resolution or ordinance directing their Tax Collector to implement the provisions of Act 57. Solicitor Orlando will provide a resolution to the Board for their review/consideration to adopt at the October/November monthly meeting.

**Fire Tax/Emergency Services Tax:** The Board reviewed Article 18 of the Second Class Township Code as suggested by Solicitor Orlando and general discussion continued.

**ROADMASTER - Ed Overberger**

**Line Painting:** Berks Traffic completed the line painting except for Mine Road (tree crew in the way).

**Onroad Rebate Program/New Truck:** Waiting on news per Mr. Overberger.

**Sell Old Kodiak Plow on Muncibid:** The Board reviewed and discussed the draft add for the selling of the Kodiak plow on Muncibid, prepared by the Assistant Secretary, as well as the draft newspaper advertisement. Mr. Overberger made a motion to place the 1995 Gledhill snowplow for sale on Muncibid (electronic auction) beginning 10/4/22, 8 a.m. thru 10/18/22, 10 a.m. with a starting bid of \$200 and authorized the Assistant Secretary to advertise accordingly in the Reading Eagle. Seconded by Mr. Leibowitz. All in favor.

Mr. Overberger reported the Road Crew is mowing the shoulders of the road.

Mr. Overberger and Mr. Weber to address the balance of the bridgework to be done.

Mr. Overberger noted credit was received (\$645) from Carl Bales Excavating for the unused pipe on Weidner Road.

**ZONING OFFICER – John Weber**

**Small Wireless Facilities Act:** No further update.

**Bull Road Improvements:** Completed.

**813 Huffs Church Road:** The Board reviewed and discussed a complaint received regarding a roadside farmstand without appropriate parking. The Board directed Mr. Weber to send a letter to the property owner advising the farmstand is not a permitted use by ordinance.

**177 Conrad Road:** Mr. Weber reported the BCCD was out to inspect the property and issued a report indicating the necessary remediation. The property owner would like to install a garage.

**810 Delong Road:** Per Mr. Weber, the property owner filed a zoning/building permit application, which was denied due to the location of the pool (already installed) in the side yard setback. Previous enforcement notice remains in effect. The property owner has the right to appeal the determination (within 30 days) to the Zoning Hearing Board or remove the pool.

**875 Huffs Church Road:** Mr. Weber provided pictures for the Board to review. The Board/Mr. Weber satisfied with the cleanup on the property.

**889 Delong Road:** Mr. Weber provided pictures for the Board to review. Pretty much the same condition this month. LTL will continue to monitor.

**PLANNING COMMISSION—Piper Sherburne**

No report.

**ENVIRONMENTAL ADVISORY COMMITTEE—Piper Sherburne**

**Spotted Lanternfly:** No report.

**Beech Leaf Disease:** No report.

**BUILDING COMMITTEE-Leonard Robb**

**Service to Garage Doors:** Per Mr. Leibowitz the work has been completed by Shank Door.

**RECREATION-John Burger**

**EMERGENCY MANAGEMENT – Tim Adam**

EBFD responded to 48 calls in the month of August, 3 in District Township. Total calls year to date 333. Chicken bar-b-q was a sellout.

**911 Reflective Sign Mailing:** Mr. Adam advised the order for address signs has been received. A draft letter to the township residents is ready for review by the Board. Mr. Overberger will take the lead on reviewing the letter.

**District Township Municipal Action Plan:** Mr. Adam provided a draft copy of the completed Municipal Action Plan to the Board for their review. The plan was reviewed and approved by the Board.

TREASURER REPORT – Karen Krall

Elaine Schwien reported:

As of August 31, 2022 the balances were:

General Fund	\$ 761,790.72
State Fund	\$ 205,537.29
Capital Reserve	\$ 264,538.43
Culvert Bridge Fund	\$ 252,932.81
American Rescue Plan Fund	<u>\$ 74,716.14</u>
Total	\$ 1,559,515.39

Status of Escrow Accounts:

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

DISBURSEMENTS

Total General & Payroll Fund Disbursement: \$43,456.37

Total State Fund Disbursement: \$0

A motion was made by Mr. Overberger to pay the bills in the amount of \$43,456.37. Seconded by Mr. Leibowitz. All in favor.

American Rescue Plan Funds:       Second tranche \$ 74,707.60 (2022)  
  Redistribution \$ 235.46 (2022)  
  First tranche \$ 74,472.14 (2021)

OLD BUSINESS

Appraisal Agreement with Industrial Appraisal Company was Approved at the July BOS Meeting (for insurance valuation purposes on the Municipal Building): Appraisal to be scheduled the end of September or the beginning of October.

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

Refresh Township Logo: No update/remove from agenda.

NEW BUSINESS

Rescheduled October BOS Meeting and Budget Workshop Meetings:

- Mr. Overberger made a motion to move the October 20, 2022 Board of Supervisors meeting to October 18, 2022 at 7 p.m. and authorized the Secretary to advertise accordingly. Seconded by Mr. Robb. All in favor. Scheduling conflict with the 2022 Berks County Convention.
- The Board determined the Budget Workshop dates for 2022: October 12, October 26, November 2 and November 9 at 6:30 p.m. Mr. Overberger made a motion to authorize the Secretary to advertise the Budget Workshop dates accordingly. Seconded by Mr. Leibowitz. All in favor.

Diamond Disposal Quote: The Board reviewed and discussed a quote received from Diamond Disposal for weekly trash service. Mr. Overberger made a motion to approve moving the District Township trash service to Diamond Disposal in the amount of \$94.50 per quarter and canceling service with A. J. Blosenski. Seconded by Mr. Robb. All in favor.

PSATS Unemployment Compensation Group Trust/2022 Ballot for Election of Trustees: Mr. Overberger made a motion to vote for Shirl Barnhart for the Board of Trustees/PSATS Unemployment Compensation Group Trust. Seconded by Mr. Leibowitz. All in favor.

**Document Management/Digital Migration:** The Board discussed the next step in the process with Scantek, a Zoom demonstration. The Board will continue to move forward with Mr. Leibowitz coordinating demo availability dates/time.

**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 8:40 p.m. All in favor.

Respectfully submitted,

Elaine Schwien, District Township Secretary