

**District Township Supervisors  
Business Meeting  
February 16, 2023**

**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, Secretary Elaine Schwien and Assistant Secretary Kim Schroeder. One resident attended.

**AGENDA**

The February 16, 2023 Business Meeting agenda was posted to the District Township website and municipal building on 2/15/23.

**MINUTES**

A motion was made by Mr. Overberger, seconded by Mr. Leibowitz, to approve the minutes of the January 19, 2023 Business Meeting. All in favor.

**PUBLIC PARTICIPATION**

None.

**SOLICITOR – Eugene Orlando**

No report.

**ROADMASTER - Ed Overberger**

**Bull Road Bridge Guiderails:** Per Mr. Overberger, a contractor will be coming out to take a look.

**COSTARS 2023-2024 Road Salt Contract:** Mr. Overberger made a motion to enter into the COSTARS 2023-2024 Road Salt Contract for 100 tons of salt. Seconded by Mr. Robb. All in favor.

**Alarm System for Bull Road Garage:** Kriebel Security/Ray Passante met with the Assistant Roadmaster and provided a quote to install an alarm system at the Bull Road garage. Mr. Passante also noted the current alarm system at the Municipal Building is out-of-date. The Board discussed, with Mr. Leibowitz questioning the need for an alarm system at the garage, stating access is limited. Mr. Overberger and Mr. Robb were more inclined for the alarm system, noting added equipment/assets that are stored there. The Board tabled discussion, with Mr. Overberger to reach out to Mr. Passante, to attend the next BOS meeting.

**Truck Wrap and Lettering (22 Chev):** Mr. Overberger made a motion to approve estimate #6853, from Graber Letterin', for the prep and letter company logo on 2 doors, with the addition of 2 #8's (1 on each fender), for an amount not to exceed \$425. Seconded by Mr. Leibowitz. All in favor. No wrap at this time.

**Selling the 2017 Ford F-550 4x4 XL HD Dump Truck on Municibid:** Per the Assistant Secretary, the sale goes live 2/20/23, 8 a.m.

**Onroad Rebate Program/New Truck:** Per Mr. Overberger, one last part to put on the new truck, the coal chute. The township should receive the truck next week. No rebate program update.

**Snowstorm 1/25/23:** PennDOT subcontractor(s) did not show up for many hours. Huffs Church and Conrad Roads were shut down due to the snow and ice. The Board of Supervisors reviewed and signed a letter of complaint to be sent to Senator Pennycuick's office.

**Road Sign Maintenance:** The Board discussed again PennDOT's 18-year road sign maintenance schedule. The Board agreed to revise the Township's current 10 year stop sign replacement program to match PennDOT's 18-year schedule, and all other signs to be replaced as needed, or if damaged.

**Bridge Replacement Detour (Mine Road):** The Board reviewed a request from Larson Design Group for the proposed detour of the PennDOT bridge replacement project on Long Lane in 2025. The majority of the detour on Mine Road is in Pike Township but approximately 0.1 miles of the detour is in District Township. Mr. Overberger made a motion to allow PennDOT to use Mine Road (in District Township) as part of the Long Lane bridge replacement detour, as per the email dated 2/15/23, from Larson Design Group. A special provision is to be included, of documentation on the condition of Mine Road, both before the detour has been setup and after it has been removed. Seconded by Mr. Leibowitz. All in favor.

**Amend Agenda for Omitted Items:** Mr. Overberger made a motion to amend the agenda to include the 2023 Road Repair Work/authorizing the Engineer to put out for bid the oil and chip roadwork and to amend the agenda to include the New Pole Building at the Bull Road Garage/authorizing the Engineer to put out for bid the construction of the new township garage building. Seconded by Mr. Leibowitz. All in favor.

**2023 Road Repair Work:**

- **Oil and Chip:** Double application to all listed roads and township garage. Mr. Overberger made a motion to authorize the Engineer to put out for bid the oil and chip, for the roads as identified on the 2023 Road Repair Work document, submitted by the Assistant Roadmaster to the Supervisors today. Seconded by Mr. Leibowitz. All in favor.
- **Base Repair:** Mr. Weber to go out with the Assistant Roadmaster to mark the roads.
- **Crack Sealing:** None.

**ZONING OFFICER – John Weber**

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

**177 Conrad Road:** Per Mr. Overberger, he discussed this with Dean Druckenmiller of the BCCD, and drove him by the location to view it. The BCCD will follow up.

**810 Delong Road:** The ZHB denied the variance request. The written decision was issued 2/13/23. The Board will wait for further enforcement action until the appeal period is over, which is 30 days. Tabled until next month.

**889 Delong Road:** No further update; next month.

**PLANNING COMMISSION—Piper Sherburne**

**Meitzler Annexation Plan:** As per the Board's motion to approve the Meitzler Annexation Final Plan at last month's meeting, the BOS Chairman and Vice-Chairman signed the Final Plan.

**New Member:** Mr. Overberger made a motion to appoint Eric Strauss to the District Township Planning Commission to fill the unexpired term. Seconded by Mr. Leibowitz. All in favor.

**Change of Meeting Date/Advertise:** Mr. Overberger made a motion to move the District Township Planning Commission meeting date to the first Wednesday of each month at 7 p.m. and to advertise accordingly. Seconded by Mr. Leibowitz. All in favor.

**ENVIRONMENTAL ADVISORY COMMITTEE—Piper Sherburne**

**Spotted Lanternfly:** No report.

Beech Leaf Disease: No report.

**BUILDING COMMITTEE-Leonard Robb**

**Upgrade Older Generator at the Municipal Building:** Mr. Robb reviewed the estimate/pictures provided by Wetzel Enterprises with the Board, to replace the existing generator with a larger one (entire building system). The Board also discussed the upgraded warranty. Mr. Robb made a motion to approve the estimate from Wetzel Enterprises, dated 2/6/23, in the amount of \$13,428, to upgrade the existing District Township Municipal Building emergency generator. Seconded by Mr. Leibowitz. All in favor. The Board declined the upgraded warranty.

**New Pole Building at Bull Road Garage:** The Board discussed the project, with Mr. Overberger making a motion to authorize the Engineer to put out for bid the construction of the new township garage building. Seconded by Mr. Leibowitz. All in favor. Date of completion 12/31/23.

**RECREATION-John Burger**

No report.

**EMERGENCY MANAGEMENT – Tim Adam**

Mr. Adam reported there were 6 fire/4 EMS calls in the month of January for District Township. Bally Community Ambulance will be providing a monthly report to the Board. The Board agreed that Seisholtzville Fire Department should also be providing a monthly fire report, Mr. Leibowitz will address this with them.

**Municipal Boundary Maps for EMS:** Mr. Adam reviewed current municipal boundary maps for EMS with the Board. Mr. Adam is proposing to amend the primary EMS to Topton Ambulance (versus Bally) for a small section of District Township, due to proximity. The ambulance companies are in agreement. The Board requested the changes to be written up for next month’s meeting, and will consider for approval.

**911 Reflective Sign Mailing:** Mr. Adam/the Assistant Secretary are making a list of residents who have either a green or red address sign. Possible future mailing again to residents without a sign.

**TREASURER REPORT – Karen Krall**

**Elaine Schwien reported:**

As of January 31, 2023 the balances were:

General Fund	\$ 661,962.78
State Fund	\$ 205,571.75
Capital Reserve	\$ 266,732.32
Culvert Bridge Fund	\$ 253,520.35
American Rescue Plan Fund	<u>\$ 149,770.68</u>
Total	\$ 1,537,557.88

**Status of Escrow Accounts:**

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

**DISBURSEMENTS**

**Total General & Payroll Fund Disbursement:** \$21,881.16

**Total State Fund Disbursement:** \$0

Mr. Overberger made a motion to approve the Treasurer’s monthly report and the general/payroll fund disbursement of \$21,881.16. Seconded by Mr. Leibowitz. All in favor.

**OLD BUSINESS**

**Fire and Emergency Services Funding/Tax (Special Meeting scheduled for 2/22/23, 6:30 pm)**

Appraisal Agreement with Industrial Appraisal Company was Approved at the July BOS Meeting (for insurance valuation purposes on the Municipal Building); Appraiser Completed Inspection on 10/6/22; Initial Report Received/Reviewed by BOS; Waiting on More Detailed Report/Insurance Review by GHR. Per update from GHR, IAC/Antonio Esposito is looking for specifics the Board wants to see. Mr. Overberger requested a call from GHR, which the Secretary will arrange.

American Rescue Plan Fund – Budget Resolution: Tabled until ready for disbursement. Mr. Overberger will discuss with the Treasurer.

**NEW BUSINESS**

Change to March BOS Meeting Date/Advertise: Conflict in schedule with CELG Municipal Officials dinner. Mr. Overberger made a motion to move the March BOS meeting from Thursday, March 16, 2023, to Wednesday, March 15, 2023, at 7 p.m., authorizing the Secretary to advertise accordingly. Seconded by Mr. Leibowitz. All in favor.

Donation to Berks County Solid Waste Authority: Mr. Robb made a motion to continue the donation (as the past 2 years) of \$500 to the Berks County Solid Waste Authority. Seconded by Mr. Leibowitz. All in favor.

State Senator Pennycuick Municipal Meeting 2/22/23 at District Township: Topics of discussion from the Board, PennDOT snowplowing and grant(s).

Green Tree Technology Monthly Report: No discussion, tabled to next month.

Document Management/Digital Migration: Per Mr. Leibowitz, the next step is to set up virtual training/a demo account with Scantek. Will wait until after the first quarter of the year, slower time for the office.

**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. Leibowitz, to adjourn the business meeting at 9:11 p.m. All in favor.

Respectfully submitted,

Elaine Schwien, District Township Secretary