

**District Township Supervisors  
Business Meeting  
March 15, 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 7:02 p.m. Present were Chairman Ed Overberger, Vice-Chairman Leonard Robb, Supervisor Ron Leibowitz, Solicitor Gene Orlando, Planning Commission Chair Piper Sherburne, Emergency Management Coordinator Tim Adam, Secretary Elaine Schwien and Assistant Secretary Kim Schroeder. Two residents attended.

**AGENDA**

The March 15, 2023 Business Meeting agenda was posted to the District Township website and municipal building on 3/14/23.

**MINUTES**

A motion was made by Mr. Overberger, seconded by Mr. Leibowitz, to approve the minutes of the February 16, 2023 Business Meeting and February 22, 2023 Special Meeting. All in favor.

**PUBLIC PARTICIPATION**

None.

**SOLICITOR – Eugene Orlando**

No report.

**ROADMASTER - Ed Overberger**

**Bull Road Bridge Guiderails:** The Board reviewed a proposal provided by Collinson, Inc. to replace the Bull Road bridge guiderails. No other contractors responded. Mr. Overberger made a motion to accept the proposal from Collinson, Inc., dated 3/3/23, in the amount of \$14,500, for the replacement of the Bull Road bridge guiderails. Seconded by Mr. Leibowitz. All in favor.

**Alarm System for Bull Road Garage/Alarm System at the Municipal Building:** The Board reviewed the additional quote provided by Kriebel Security/Ray Passante for updating the Municipal Building alarm system. (Last month the Board reviewed a quote to install an alarm system at the Bull Road garage.) Mr. Overberger did not hear back from Mr. Passante, had hoped to have him attend tonight's BOS meeting. The Board determined to restart, directing the Secretary to arrange a meeting with Security Service Company, to reevaluate security for both township locations.

**Municipid Auction Results on the 2017 Ford F-550 4x4 XL HD Dump Truck:** Mr. Overberger made a motion to award the sale of the 2017 Ford F-550 4x4 XL HD Dump Truck to Raymond Hershberger of 13116 State Highway 18, Conneaut Lake, PA, in the amount of \$78,900 as per the Municibid bidding process, contingent upon receipt of guaranteed funds. Seconded by Mr. Leibowitz. All in favor.

Mr. Overberger made a motion to authorize the Assistant Roadmaster, Bob Ralston, to sign the necessary paperwork to transfer the title, and any other necessary documents, to complete the transfer of ownership of the 2017 Ford F-550. Seconded by Mr. Robb. All in favor.

**Onroad Rebate Program/New Truck:** Per Mr. Overberger, a letter was sent by State Senator Tracy Pennycuik, to Richard Negrin, Acting Secretary of PA DEP, on behalf of District Township/Onroad Rebate Program. Briefly discussed the Onroad Rebate Program reporting requirements (one-year follow-up report on vehicle/engine usage data).

**DGLVR Grant Program – Chew/Lutz Roads:** Mr. Overberger reviewed with the Board a meeting he had with Dean Druckenmiller (BCCD) and John Weber to discuss grant money that is available through the DGLVR Grant Program and bridge/culvert work that needs to be done on Chew and Lutz Roads. Per Mr. Druckenmiller, Chew Road does not qualify for the grant program, but Lutz Road does. Mr. Weber will work on an estimated cost opinion for both locations.

**2023 Road Work:**

- **Oil and Chip Project:** Out for bid.
- **Base Repair Project:** The Board reviewed the proposals received. Mr. Overberger made a motion to award the 2023 Road Base Repair Project to Ronnie C. Folk Paving, Inc., at the recommendation of the Township Engineer, in the amount of \$14,136. Seconded by Mr. Leibowitz. All in favor.
- **Crack Sealing Project:** None.

**ZONING OFFICER – John Weber** (report given by Ed Overberger)

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

**177 Conrad Road:** BCCD handling.

**810 Delong Road:** The ZHB written decision was issued 2/13/23. The Board will wait for further enforcement action until fully past the 30-day appeal period. Will look to start enforcement action next month.

**889 Delong Road:** Mr. Leibowitz noted that the fence has fallen, more disarray. He will take pictures for the next Board meeting. The Secretary will advise Mr. Weber.

**PLANNING COMMISSION—Piper Sherburne**

Mr. Overberger made a motion requesting the Planning Commission to evaluate and consider for review the Subdivision and Land Development Ordinance. Seconded by Mr. Leibowitz. All in favor. PC to report back to the Board.

**ENVIRONMENTAL ADVISORY COMMITTEE—Piper Sherburne**

**Annual Township Cleanup Day:** The Board approved, Mike Carr to coordinate the event.

**Spotted Lanternfly:** No report.

**Beech Leaf Disease:** No report.

**BUILDING COMMITTEE-Leonard Robb**

**Upgrading the Generator at the Municipal Building:** The work is scheduled for 3/22/23.

**New Pole Building at Bull Road Garage:** Out for bid.

**Water Testing at the Municipal Building and Bull Road Garage:** Mr. Robb made a motion to spend \$375 to purchase two HealthGuard 2 water testing kits from Suburban Testing Labs for the annual water testing at the Municipal Building and Bull Road Garage. Seconded by Mr. Leibowitz. All in favor.

**RECREATION-John Burger**

**Playground Mulch:** The Board reviewed the estimate received from Valley View Construction Services for playground mulch and determined to obtain an additional quote from Liv'n Green Landscape Supply for next month's meeting.

**EMERGENCY MANAGEMENT – Tim Adam**

**February Reports**

Eastern Berks Fire Department: 2 calls in District Township, 35 monthly total, 89 year-to-date  
Seisholtzville Fire Department: 15 incidents

**Municipal Boundary Maps for EMS:** Mr. Adam provided the changes to the Municipal Boundary Maps for EMS in writing to the Board for their review. Mr. Overberger made a motion to approve the changes, dated 3/15/23, as written by Tim Adam/Emergency Management Coordinator, to the Municipal Boundary Fire/EMS Run Card Map. Seconded by Mr. Leibowitz. All in favor.

**911 Reflective Sign Mailing:** The township received a non-resident request for an address sign. The Board reviewed, confirming it is for residents only, as District Township is subsidizing the cost of the signs from the budget. Signs are available commercially to purchase by others.

**TREASURER REPORT – Karen Krall**

**Elaine Schwien reported:**

As of February 28, 2023 the balances were:

General Fund	\$ 665,483.80
State Fund	\$ 205,578.06
Capital Reserve	\$ 267,701.46
Culvert Bridge Fund	\$ 253,718.73
American Rescue Plan Fund	<u>\$ 149,885.62</u>
Total	\$ 1,542,367.67

**Status of Escrow Accounts:**

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

**DISBURSEMENTS**

**Total General & Payroll Fund Disbursement:** \$39,838.34

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

Mr. Overberger made a motion to pay T P Trailers & Truck Equipment for the final payment on the upfit equipment for the 22 Chevrolet 6500 in the amount of \$4,972.50. Seconded by Mr. Leibowitz. All in favor.

Mr. Overberger made a motion to approve the Treasurer's monthly report and the general/payroll fund disbursement of \$39,838.34. Seconded by Mr. Robb. All in favor.

**OLD BUSINESS**

**Fire and Emergency Services Funding/Tax:** The Board discussed the February Special Meeting, including EBFD/BCAA to conduct a survey of residents at the May Municipal Primary. Mr. Overberger advised, of the 72 municipalities in Berks County, 28 have a Fire Tax, ranging from .1 to 2.85 mills.

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. No call occurred between GHR and Mr. Overberger. IAC/Antonio Esposito to set up a conference call with Mr. Overberger. The Secretary will arrange an insurance renewal meeting with GHR.

American Rescue Plan Fund: Mr. Overberger will discuss with the Treasurer.

#### NEW BUSINESS

Green Tree Technology Monthly Report: The Board reviewed/discussed the February technology report from Green Tree. Mr. Overberger will follow up with GT.

Document Management/Digital Migration: Several staff attended a municipal digitization webinar. Mr. Leibowitz will coordinate with Scantek to have them set up virtual training/a demo account for the township.

#### 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 8:53 p.m. All in favor.

Respectfully submitted,

Elaine Schwien, District Township Secretary