

**District Township Supervisors
Business Meeting
July 20, 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, Engineer John Weber, Planning Commission Chair Piper Sherburne, Emergency Management Coordinator Tim Adam, Treasurer Trisha Hatfield and Secretary Elaine Schwien. One resident attended.

AGENDA

The July 20, 2023 Business Meeting agenda was posted to the District Township website and municipal building on 7/19/23.

MINUTES

A motion was made by Mr. Overberger, seconded by Mr. Leibowitz, to approve the minutes of the June 15, 2023 Business Meeting and the June 22, 2023 Special Meeting. All in favor.

PUBLIC PARTICIPATION

None.

SOLICITOR – Eugene Orlando

Solicitor Orlando noted a conversation he had with Scott Coburn of PSATS (Counsel), in which he confirmed the method of millage tax versus flat per household tax to the Board, as they continue to consider alternative funding for township fire service. Per Solicitor Orlando, taxing statutes must always be strictly construed. Per the Second Class Township Code (section 3205) a fire tax is to be based on real property values, as determined by the last County assessment.

ROADMASTER - Ed Overberger

Bridge on Chew Road: No report.

2023 Road Work:

- **Oil and Chip Project:** Completed by Martin Paving, Inc. – will be coming back to sweep chips.
- **Line Painting:** The Board reviewed the proposal received. Mr. Overberger made a motion to accept the Berks Traffic proposal, dated 7/18/2023, with a unit price of 0.13 a foot, for a single 4-inch yellow standard pavement marking, paint and beads, for \$6,292.00. Seconded by Mr. Leibowitz. All in favor.

Mr. Overberger noted complaint(s) were received due to the temporary road closures for the oil and chip work. The township office will make every effort to post road work of significance on township roads on the township website to help provide notice to residents.

2022-2023 COSTARS Road Salt Contract Update: Per the COSTARS Cooperative Purchasing Program, storage fees have been waived as well as remaining minimum tonnage obligations for the 2022-2023 contract.

Onroad Rebate Program/New Truck: The application issues have been addressed. The Secretary received a follow up call from DEP (Chris Trostle) indicating completeness of the application and his approval for the full voucher amount of \$68,743.95. DEP will apply to the Trustee for funds for rebate payment.

Mr. Overberger reported the Road Crew cut the road shoulders/will be doing upper cutting. Received safety recall notices on the 16 Ford F-550 and 22 Chev Silverado. Briefly discussed stormwater damage to Weidner Road.

ZONING OFFICER – John Weber

Small Wireless Facilities Act: No further update.

177 Conrad Road: No further update.

889 Delong Road: Mr. Weber reported the front of the property is completely cleaned up; some debris remains in the back. A dumpster is still on site. LTL Consultants will continue to monitor.

PLANNING COMMISSION—Piper Sherburne

SALDO Review: No July meeting.

Update Eastern Berks Joint Comprehensive Plan: The first joint comprehensive plan meeting has been scheduled for October 11, 2023. District Township will need to determine its committee representatives.

ENVIRONMENTAL ADVISORY COMMITTEE—Piper Sherburne

Spotted Lanternfly: No report.

Beech Leaf Disease: No report.

BUILDING COMMITTEE-Leonard Robb

Alarm System for Bull Road Garage/Alarm System at the Municipal Building: The Board reviewed and discussed the additional quote received from Kriebel Security for cameras at the garage location as well as the municipal building. Mr. Robb will compile the information received thus far into a spreadsheet and Mr. Leibowitz will follow up with Kriebel Security regarding the possibility of receiving an existing customer discount. The Board will continue the discussion at next month's meeting.

New Pole Building at Bull Road Garage:

- **Site Preparation:** The Board reviewed and discussed the proposal received. Mr. Overberger made a motion to accept bid # 2023-97, from Carl Bales Excavating, to level and compact the existing site, in the amount of \$6,000.00. Seconded by Mr. Leibowitz. All in favor.
- **Building Construction:** The Board reviewed and discussed the additional proposals received. Mr. Overberger made a motion to accept the quote from Shirk Pole Buildings LLC., dated 7/3/23, to construct a pole building at the Bull Road garage, in the amount of \$80,350.00. Seconded by Mr. Leibowitz. All in favor.

RECREATION-John Burger

Beech Tree Removal/Replacement: Ms. Sherburne will look into Greenway, Park, and Recreation Funding with Laura Mursch/BCPC regarding the diseased beech trees in the park.

EMERGENCY MANAGEMENT – Tim Adam

June Reports

Eastern Berks Fire Department: 6 calls in District Township, 30 monthly total, 244 year-to-date
Seisholtzville Fire Department

911 Reflective Sign Mailing: Tabled to next month.

TREASURER REPORT – Trisha Hatfield

Elaine Schwien reported:

As of June 30, 2023 the balances were:

General Fund	\$ 797,520.81
State Fund	\$ 256,789.85
Capital Reserve	\$ 258,001.01
Culvert Bridge Fund	\$ 256,901.05
American Rescue Plan Fund	\$ <u>148,883.30</u>
Total	\$ 1,718,096.02

Status of Escrow Accounts:

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

DISBURSEMENTS

Total General & Payroll Fund Disbursement: \$122,718.66

Total State Fund Disbursement: \$14,136.00

Mr. Overberger made a motion to approve the Treasurer’s monthly report and the general/payroll/state fund disbursement of \$136,854.66 on condition the Martin Paving, Inc. check (#15907) is withheld until approval is received from the township engineer. Seconded by Mr. Leibowitz. All in favor.

EXECUTIVE SESSION

The Board of Supervisors went into Executive Session to discuss personnel issues from 8:18 p.m. to 9:07 p.m.

OLD BUSINESS

Fire Service Funding/Tax: Upcoming Special Meeting, July 27, 2023, 7 p.m., at the District Township Municipal Building, to further discuss the proposed fire tax.

American Rescue Plan Fund: No report.

Green Tree Technology Monthly Report: Tabled to next month.

Document Management/Digital Migration: The Assistant Secretary provided pricing/detail on a desktop scanner recommended by Green Tree Technology for the Board’s review. The Board did not discuss. Rather, Ms. Hatfield has questions regarding PDF/A file conversion, and after discussing with the Board, she will follow up with Scantek/the Assistant Secretary.

NEW BUSINESS

Update Signatories on Account with Tompkins Community Bank – Resolution 2023-8: Mr. Overberger made a motion to adopt Resolution 2023-8 authorizing Trisha Hatfield to be added as an authorized signer and Karen Krall removed as an authorized signer on the District Township account with Tompkins Community Bank (State Fund). Seconded by Mr. Robb. All in favor. All corresponding bank paperwork was signed.

Update Signatories on Safe Deposit Box with Truist Bank – Resolution 2023-9: Mr. Overberger made a motion to adopt Resolution 2023-9 authorizing Trisha Hatfield to be added as an authorized signer and Karen Krall removed as an authorized signer on the District Township safe deposit box with Truist Bank. Seconded by Mr. Leibowitz. All in favor. All corresponding bank paperwork was signed.

PUBLIC PARTICIPATION

Public Comment: None further.

ADJOURNMENT

With no further business to come before the Board, there was a motion made by Mr. Robb, seconded by Mr. Leibowitz, to adjourn the business meeting at 9:28 p.m. All in favor.

Respectfully submitted,

Elaine Schwien, District Township Secretary