

**District Township Supervisors
Business Meeting
August 17, 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 7:00 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, Secretary Elaine Schwien and Assistant Secretary Kim Schroeder. Nine residents attended.

AGENDA

The August 17, 2023 Business Meeting agenda was posted to the District Township website and municipal building on 8/16/23.

MINUTES

A motion was made by Mr. Overberger, seconded by Mr. Leibowitz, to approve the minutes of the July 20, 2023 Business Meeting and the July 27, 2023 Special Meeting. All in favor.

PUBLIC PARTICIPATION

Several residents spoke, providing information and asking questions of the Board, regarding the consideration of a potential fire tax. It was noted there is a State 911 fee (phone surcharge) and Berks County does tax townships a 911 fee. PA Act 172 – tax credits for volunteer fire/EMS – was also noted.

The Board reviewed the average assessment in District Township is \$133,000/at .5 mill the average fire tax payment would be \$66.50 per year. A flat fire tax is not permissible per the Second Class Township Code. A fire tax would provide more oversight of funds versus donations.

Briefly discussed the request for speed limit signs on Treichler Road. Would require a study/issue of enforcement.

SOLICITOR – Eugene Orlando

Solicitor Orlando advised the township per capita tax can be used for a variety of municipal services (including fire/EMS) but is fixed by statute at \$10 per year (maximum).

ROADMASTER - Ed Overberger

Bridge on Chew Road: No report.

2023 Road Work:

- **Line Painting:** Per Mr. Weber, the line painting by Berks Traffic is tentatively scheduled for late September/early October.

Onroad Rebate Program/New Truck: No update.

Personnel Update: Mr. Overberger advised that Bob Ralston, the Assistant Roadmaster, will be retiring. Mr. Overberger made a motion to appoint Ken Schroeder to the position of Assistant Roadmaster, at the pay rate of \$24.57/hour, effective 9-1-2023. Seconded by Mr. Robb. Opposed by Mr. Leibowitz. Motion carried.

Mr. Overberger briefly reported on storm damage/trees down. Resident, Mr. Chenosky, commented on his concern of the lack of safety and road control by the contractor doing the oil and chip work on Benfield Road/intersecting

with Huffs Church Road. Mr. Weber noted they are required to follow PennDOT protocol. Mr. Chenosky also commented to put down stone in the road shoulders to help prevent road deterioration.

ZONING OFFICER – John Weber

Small Wireless Facilities Act: No further update.

177 Conrad Road: Received copy of the E & S Plan approval letter from the BCCD.

889 Delong Road: No further update, LTL Consultants will continue to monitor.

PLANNING COMMISSION—Piper Sherburne

SALDO Review: Ongoing, working on consistency with the Zoning Ordinance.

Update Eastern Berks Joint Comprehensive Plan: The first joint comprehensive plan meeting is scheduled for October 11, 2023. The District Township committee representatives are Piper Sherburne, Mike Carr, Ed Overberger (alternate), and Solicitor Gene Orlando.

ENVIRONMENTAL ADVISORY COMMITTEE—Piper Sherburne

Spotted Lanternfly: No report.

Beech Leaf Disease: Ms. Sherburne reported there has been some success using phosphates to treat diseased beech trees in Ohio. If a source of funding can be found, the Board of Supervisors is willing to participate in treatment of the diseased beech trees located in the park.

BUILDING COMMITTEE-Leonard Robb

Alarm System for Bull Road Garage/Alarm System at the Municipal Building: Mr. Robb provided a spreadsheet comparing the garage alarm/camera information between Kriebel Security and Security Service Company, which the Board reviewed. Mr. Leibowitz will follow up with Kriebel Security regarding the possibility of receiving an existing customer discount and a 4 vs 8 channel discount. The Board determined to make no updates at the municipal building. The garage alarm/camera discussion will continue at the next month's meeting.

New Pole Building at Bull Road Garage:

- **Site Preparation:** Awarded to Carl Bales Excavating; Mr. Overberger called, no update.
- **Building Construction:** Awarded to Shirk Pole Buildings LLC, no update.

RECREATION-John Burger

Beech Tree Removal/Replacement: No update.

EMERGENCY MANAGEMENT – Tim Adam

July Reports

Eastern Berks Fire Department: 3 calls in District Township, 24 monthly total, 291 year-to-date
Seisholtzville Fire Department

EBFD chicken BBQ 8-26-23, Bally station.

911 Reflective Sign Mailing: Tabled to next month.

TREASURER REPORT – Trisha Hatfield

As of July 31, 2023 the balances were:

General Fund	\$ 735,726.99
State Fund	\$ 256,798.57
Capital Reserve	\$ 273,439.59
Culvert Bridge Fund	\$ 259,157.13
American Rescue Plan Fund	<u>\$ 149,550.46</u>
Total	\$ 1,674,672.74

Status of Escrow Accounts:

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

DISBURSEMENTS

Total General & Payroll Fund Disbursement: \$22,239.08

Total State Fund Disbursement: \$0

Mr. Overberger made a motion to approve the Treasurer’s monthly report and the general/payroll fund disbursement of \$22,239.08. Seconded by Mr. Leibowitz. All in favor.

OLD BUSINESS

Fire Service Funding/Tax: No further discussion, see public participation.

American Rescue Plan Fund: No report.

Green Tree Technology Monthly Report: Tabled to next month.

Document Management/Digital Migration: Waiting on response from Scantek, questions to be answered.

NEW BUSINESS

Barbara Akins CPA Audit Engagement Letter for 2023/Advertisement: The Board discussed the audit engagement letter received from Barbara Akins, along with her phone conversation with Mr. Overberger. Due to staffing/workload concerns, the 2023 audit would be performed later/DCED reporting would be later (after April 1). Mr. Overberger made a motion to engage Barbara Akins CPA to perform the 2023 audit at a cost of \$5,185.00 (\$685.00 Tax Collector/\$4,500.00 Township) with the scheduling of dates to be determined by the Township Secretary and to advertise accordingly. Seconded by Mr. Leibowitz. All in favor.

Cleaning Services Rate Increase: Mr. Overberger made a motion to approve the new cost for cleaning of the township municipal building, \$115.00 to \$145.00 per month, to Joan Kelsch, per her letter dated 8-15-23. Seconded by Mr. Leibowitz. All in favor.

PSATS Unemployment Compensation Group Trust/2023 Ballot for Election of Trustees: Mr. Overberger made a motion to vote for Jack Hines and Marvin Meteer for the Board of Trustees/PSATS Unemployment Compensation Group Trust. Seconded by Mr. Leibowitz. All in favor.

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 8:15 p.m. All in favor.

Respectfully submitted,

Elaine Schwien, District Township Secretary