

**District Township Supervisors
Business Meeting
January 18, 2024**

EXECUTIVE SESSION

The Board of Supervisors met at 6:00 p.m. to discuss personnel matters/conduct Tax Collector interview.

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 7:03 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, Treasurer Trisha Hatfield, Secretary Elaine Schwien, Assistant Secretary Kim Schroeder, Tax Collector Angela Tyson, and Road Crew member Rob Hatfield. Seisholtzville Fire Department Chief Jennifer Sacks attended with an additional fire company member. Three residents attended.

AGENDA

The January 18, 2024 Business Meeting agenda was posted to the District Township website and municipal building on 1/17/24.

MINUTES

A motion was made by Mr. Overberger, seconded by Mr. Robb, to approve the minutes of the December 21, 2023 Business Meeting. All in favor. A motion was made by Mr. Overberger, seconded by Mr. Leibowitz, to approve the minutes of the January 2, 2024 Reorganization Meeting. All in favor.

PUBLIC PARTICIPATION

None.

SOLICITOR – Eugene Orlando

Accept Resignation of Current Tax Collector: Mr. Overberger made a motion to accept the resignation of the current tax collector, Angela Tyson. Seconded by Mr. Leibowitz. All in favor.

Appointment of New Tax Collector: Mr. Overberger made a motion to appoint Gail Eichelberger to the position of Tax Collector for the calendar year 2024. Seconded by Mr. Leibowitz. All in favor.

- **Sign Appointment of a Deputy Tax Collector Form:** Mr. Leibowitz made a motion to authorize the Chairman, Ed Overberger, to sign the Appointment of a Deputy Tax Collector Form (Jackie Watkins/same). Seconded by Mr. Robb. All in favor.
- **Adoption of Resolution 2024-6:** Mr. Overberger made a motion to adopt Resolution 2024-6 revising the signatories on the District Township tax collector account with Truist Bank. Seconded by Mr. Leibowitz. All in favor.

Berks County Uniform Construction Code Board of Appeals:

- **Adoption of Resolution 2024-7:** Mr. Overberger made a motion to adopt Resolution 2024-7 authorizing the township to enter into an intergovernmental cooperation agreement and participate in the Berks County Uniform Construction Code Board of Appeals. Seconded by Mr. Leibowitz. All in favor.
- **Sign Intergovernmental Agreement:** Mr. Leibowitz made a motion to authorize the Chairman, Ed Overberger, to sign the intergovernmental agreement for the establishment of the Berks County Uniform Construction Code Board of Appeals. Seconded by Mr. Robb. All in favor.

ROADMASTER - Ed Overberger

Emergency Road Repair for Weidner Road Bridge: Mr. Overberger made a motion to pay Carl Bales Excavating for emergency repairs (storm damage) to the Weidner Road bridge/culvert as per invoice # 4475 in the amount of \$7,347.00. Seconded by Mr. Robb. All in favor.

Bridge on Chew Road: No report.

Onroad Rebate Program/New Truck: Full rebate redemption received of \$68,743.95.

Roadmaster Report: Mr. Overberger reviewed the washout/repair of Haas Lane and Chew Road. Discussed the new Chevrolet truck will be going back to the upfitter for various issues including the salter controls need to be reprogrammed, side shields, camera issues, etc.

ZONING OFFICER – John Weber

Small Wireless Facilities Act: Remove from the agenda.

PLANNING COMMISSION—Piper Sherburne

SALDO Review: No January meeting, will continue in February.

Eastern Berks Joint Comprehensive Plan (update)

- **Report from January 17, 2024 Meeting:** Mr. Overberger reported on the current proposal for cost sharing and the February Board meeting timeline for each participating municipality to adopt a resolution with a cost commitment. The contribution for District Township is \$14,370.29. A grant application will be submitted to DCED which may reduce the cost by up to 50%. Mr. Overberger, on behalf of the Board, authorized the Solicitor to review the paperwork and draft a resolution for next month's meeting.

Preserved Farm Information: Tabled to next month.

ENVIRONMENTAL ADVISORY COMMITTEE—Piper Sherburne

Spotted Lanternfly: No report.

Beech Leaf Disease: No report.

BUILDING COMMITTEE-Leonard Robb

New Pole Building at the Bull Road Garage

- **Fill/Grading:** Awarded to Carl Bales Excavating – waiting until spring.

RECREATION-John Burger (inactive committee at the present time)

EMERGENCY MANAGEMENT – Tim Adam

December Reports

Eastern Berks Fire Department: 5 calls in District Township, 34 monthly total, 471 year-to-date

Seisholtzville Fire Department: 4 calls in District Township (Dec), 29 year-to-date (DT), 182 year-to-date (all)

Per Mr. Adam, a new Fire Marshall will need to be appointed at the February Board meeting – add to the agenda.

911 Reflective Sign Mailing: The Board will move ahead with a follow-up mailing. Mr. Overberger made a motion to authorize the Emergency Management Coordinator to purchase 911 reflective signs and numbers, not to exceed \$550.00. Seconded by Mr. Leibowitz. All in favor.

TREASURER REPORT – Trisha Hatfield

As of December 31, 2023 the balances were:

| | |
|---------------------------|---------------------|
| General Fund | \$ 837,197.67 |
| State Fund | \$ 165,242.37 |
| Capital Reserve | \$ 279,820.81 |
| Culvert Bridge Fund | \$ 265,205.02 |
| American Rescue Plan Fund | <u>\$ 72,102.83</u> |
| Total | \$ 1,619,568.70 |

Status of Escrow Accounts:

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

DISBURSEMENTS

Total General Fund Disbursement: \$31,972.10

Total State Fund Disbursement: \$0

Mr. Overberger made a motion to approve the Treasurer’s monthly report and the general fund disbursement of \$31,972.10. Seconded by Mr. Leibowitz. All in favor.

The Treasurer discussed with the Board reducing the amount of money in the former payroll account (payroll moved to general fund) to \$1,000.00. The Board was agreeable. The Board also agreed to moving \$100,000.00 from the Truist money market to PLGIT/PRIME for a better interest rate.

OLD BUSINESS

American Rescue Plan Fund: No report.

Document Management/Digital Migration: No report.

NEW BUSINESS

Berks County Tax Claim Bureau; Sign Certification of Unpaid Tax Bills (2023): Mr. Robb made a motion to authorize the Chairman, Ed Overberger, to sign the Berks County Tax Claim Bureau Certification of Unpaid Tax Bills for 2023 in the amount of \$9,480.53. Seconded by Mr. Leibowitz. All in favor.

From 2024 Board of Supervisors Reorganization Meeting

- **Agricultural Security Area Committee/Recreation Committee Vacancies:** The Board briefly discussed the vacancies pertaining to the Recreation Committee and for the present time the committee will be inactive. The Agricultural Security Area Committee was tabled to next month’s meeting for discussion.
- **Environmental Advisory Committee/Recreation Committee Meeting Schedule:** No meeting schedule for the Recreation Committee. The Environmental Advisory Committee meeting schedule was tabled to next month’s meeting for discussion.

Kriebel Security Proposal for Alarm Cellular Communication Device: Tabled to next month’s meeting.

Computers/Information Technology: Discussion was held on IT support. The Board/Treasurer would like to interview other providers. The Secretary is to research IT providers used by other local municipalities.

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. Overberger, to adjourn the business meeting at 8:38 p.m. All in favor.

Respectfully submitted,

Elaine Schwien, District Township Secretary