

**District Township Supervisors
BUSINESS MEETING
July 17, 2025**

CALL TO ORDER

The BUSINESS meeting of the District Township Board of Supervisors was held on July 17, 2025, at the Township Municipal Building, 202 Weil Road, Boyertown, PA at 7:00 p.m. In attendance were Chairman Ed Overberger, Supervisor Leonard Robb, Engineer John Weber, Solicitor Eugene Orlando, Treasurer Trisha Hatfield, Secretary Jen Sauerwald, and Emergency Management Coordinator Tim Adam. Supervisor Ron Leibowitz was absent. Mr. Overberger called the meeting to order at 7:11 pm

The July 17, 2025 BUSINESS meeting agenda was posted to the District Township website and municipal building on 7/16/2025.

MINUTES

- A motion was made by Mr. Overberger, seconded by Mr. Robb, to approve the minutes of the June 17, 2025 Business Meeting as written. All in favor.

PUBLIC PARTICIPATION

Mr. Chenosky inquired about the type of review that would be required to put solar panels on his barn roof. He was advised to fill out a building permit and submit plans with an engineer's stamp.

No other public comments.

SOLICITOR – Eugene Orlando

- Ordinance 2025-02 was presented to the Board for consideration.

A motion was made by Mr. Overberger, seconded by Mr. Robb, to approve Ordinance 2025-02 revising Supervisor compensation in accordance with revised amounts approved by the Pennsylvania Legislature. All in favor.

- Right of Way agreement with Met-Ed – No action taken
- Intermunicipal Agreement – Waiting on response from District Township's insurance agent.
- Right to Know Resolution 2025-06 - No public comment was made.

A motion was made by Mr. Robb, seconded by Mr. Overberger, to adopt Resolution 2025-06 to updating the and revising policies and procedures for public access to township records. All in favor.

ZONING OFFICER/ENGINEER – John Weber

- Complaint regarding 184 Weil Road. Pictures were reviewed. No action taken. Will review at August meeting.

TREASURER – Trish Hatfield

Monthly report as of June 30, 2025

General Fund	\$1,078,015.70
State Fund	\$300,297.04
Capital Reserve	\$301,470.08
Culvert/Bridge	\$254,672.93
Fire Tax Fund	\$33,141.85
TOTAL	\$1,967,597.60

Disbursements

General Fund: \$171,923.38

A motion was made by Mr. Overberger, seconded by Mr. Robb to approve the disbursements for \$171,923.38. All in favor.

- Mrs. Hatfield presented a Budget report to the Board. It compares actual vs budgeted costs for January 1, 2025 to June 30, 2025
- PLGIT Series 21 report for requires the Township to pay taxes on the excess Bridge Fund of \$6,418.41 due March of 2026.
- The Liquid Fuels Audit was passed with the exception of a \$0.07 rounding error Mrs. Hatfield has not been able to remove.
- Mrs. Hatfield requested the Board approve Richter to provide office supplies. The Board approved.
- PDF Converter – A single seat for a Fox-It PDF converter license would cost approximately \$220 per year. Mrs. Hatfield requested 2 seats for approval of up to \$500 to be used from the Digitizing budget.

A motion was made by Mr. Robb, seconded by Mr. Overberger to approve up to \$500 for 2 licenses for a PDF converter for the digitization of the township records. All in favor

- Due to Windows 10 not being supported in October of 2025 and the security risk that would present in regard to using the accounting program; Mrs. Hatfield proposed that the laptop be used for scanning and for the Treasurer's computer to upgrade to Windows 11 and the accounting program. It would cost \$1,300 for the first year and \$1,700 starting in the second year. The Board requested a written proposal be submitted next month.

ROADMASTER REPORT – Ed Overberger

- Storm Clean up – Chew Road, Bull Road, Merkle Road and Weidner Lane bridges were all damaged and Weidner Lane washed out twice. Carl Bales Excavating responded quickly. Haas Lane, Chew Road and Bull Road will need more work. Tim

A motion was made by Mr. Overberger, seconded by Mr. Robb to pay Carl Bales Invoice dated 7/17/2025 \$16,610.00 for the emergency repairs completed to date. All in favor.

- A mechanical broom for street sweeping can be rented for \$300/day. The broom for the tractor is no longer being pursued.
- Leaf guards for the rain gutters on the Shop are needed.

A motion was made by Mr. Overberger, seconded by Mr. Robb to accept Quote #378 from Stoney Ridge Gutters, LLC in the amount of \$750. All in favor.

- Chew Road Bridge permit should be submitted any day.
- New Truck Update – The up-fitter said it would be ready closer to late July. The dump body will be available in August so delivery in September.
- Equipment Maintenance update – Routine maintenance performed and Chevy will go to Quigley next week.

PLANNING COMMISSION – Piper Sherburne

- The Planning Commission requests the Board to appoint John Weber, PE to review and make recommendations on behalf of the Planning Commission. This is in regard to the current draft of Eastern Berks Joint Comprehensive Plan (EBJCP) Future Land Use section as well as other sections to ensure that the plan reflects District Township SALDO.

A motion was made by Mr. Overberger, seconded by Mr. Robb to have LTL work with the Solicitor on the EBJCP to review the plan and make recommendations. All in favor.

ENVIRONMENTAL ADVISORY COMMITTEE – Piper Sherburne

- No report given

BUILDING COMMITTEE – Leonard Robb

- Tree trimming and electric for the pavilion will be addressed at August meeting

Emergency Management – Tim Adams

- Burn Ban signage – Will be 2/3 to 1/3 flip signs will cost approximately \$2,600 for 18 signs and posts. No action taken. Will be addressed at August meeting.
- Seisholtzville Fire Company –14 calls for month of June – 1 in District Township
- Bally Ambulance –132 calls for month of June – 5 in District Township
- Eastern Berks Fire Department – 47 calls for month of May – 5 in District Township

OLD BUSINESS

- Community Engagement – There are several services besides Everbridge. The start up costs range from \$500 to \$2,000 with yearly costs of \$1,500 to \$3,000. Mr. Adams noted that having residents sign up for these services will be the most difficult part. Mr. Adams will check to see if there are cost savings to Municipalities.

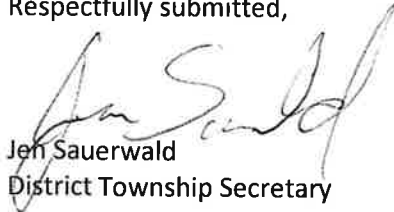
NEW BUSINESS

- Municipal Website Compliance – District Township will be required to have an ADA Compliant web site by April 2027. It will take 6 months to set up and \$10,800 to set up and \$2,000/year for manage. Please consider at budget.

Adjournment:

With no further business to come before the Board, a motion was made by Mr. Overberger, seconded by Mr. Robb, to adjourn the BUSINESS meeting at 8:34 pm. All in favor.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Jen Sauerwald", is written over the typed name and title.

Jen Sauerwald
District Township Secretary