

Michael Stump, Chairperson of the Board, called the April 4, 2018 Workshop Meeting of the Alsace Township Board of Supervisors to order at 7:00 pm. Also present were Vice Chairman Sam Mallatratt, Member David Barth, Solicitor Gary Swavely Jr., and Kimberly Mallatratt. The meeting was held at the Township Municipal Building and Chairman Stump led the Pledge of Allegiance.

APPROVAL OF MINUTES – The meeting minutes from the March 21, 2018 Board of Supervisors Business Meeting were presented. Sam Mallatratt made a motion to approve the minutes, seconded by David Barth, and the motion passed.

COMMENTS FROM THE PUBLIC –

- Don Rettew asked a question regarding solar panels for his property. He was advised to speak with Eric Fuhrmann of Technicon about this issue.
- Drew Eck – brought up an issue regarding a tractor trailer that parks overnight on Alsace Avenue and idles all night. The Supervisors stated that we would look at the Ordinance and discuss with Eric Fuhrmann of Technicon regarding laws to address this issue.
- Mary Ann Ohlinger – asked a question regarding requiring meters on commercial sewers. She was informed that the Supervisors would be discussing this issue later during the meeting. She then asked a question that she had heard that the sewer plant was losing money. She was told that this is not the case and our sewer plant is financially healthy.

SOLICITOR’S REPORT – Mr. Swavely stated that he received a letter from Judith Treichler’s attorney that they will be withdrawing the ZHB Decision Appeal. This letter was only a notice and Mr. Swavely will inform the Board when the official withdraw from the judge is received.

EBERT ENGINEERING REPORT –

- The first order of business was Mr. Ebert’s presentation of the submission of the Township’s Annual Chapter 94 report to the DEP. He explained the reasoning and requirements of the report and the various calculations of flow and capacity that are submitted. This report is to provide 5-year projections, record of maintenance and current flows and capacity. The sewer is well below capacity and even with the proposed sewer extension along Pricetown Road will remain well below capacity. The system was flushed in 2015 and is due to be flushed again in 2018. Several questions were answered by Mr. Ebert.
- Mr. Ebert that discussed the stakeout that has occurred on the West side of Pricetown Road. The East side will need to be re-scheduled as the previous date could not occur due to snow. Pink stakes have been placed on the proposed line so that all property owners can visualize where the line may be and so that adjustments can be made. After the East side stakeout occurs, official surveying can begin. Several questions were asked of Mr. Ebert which were addressed.
- Sewer/EDU Draft Policies – Written proposed draft policies were discussed and deliberated on by the Board for EDU charges in various scenarios moving forward. A handout of these draft policies were made available to the public. The scenarios discussed were:
 - Fire Damage/Natural Disaster for residential and commercial – the policy was agreed to with the correction of language to state that “up to” a one-year grace period of EDU charges would be provided.

- Property is demolished with the intention of rebuilding for both residential/commercial – this item was discussed and it was requested by the Board that a policy be added to have the property convert to a debt-service payment and back to a full payment when the property is re-built and issued a certificate of occupancy.
 - Delinquent payment procedure for both residential/commercial – this policy was approved as drafted
 - Residential/Commercial operations on a singular premises – the Board recommended adding a policy that states that if there is a vacancy or seasonality of the commercial business, that the commercial EDU can be moved to a debt-service only payment for the time period that the commercial part of the property is vacant or out-of-season.
 - Commercial vacant properties – this policy was approved as drafted.
 - Commercial new tenant – additional language was requested to be added regarding approved water meters.
 - Commercial Change-in-Use – this policy was approved as drafted.
 - Commercial Seasonal Facilities – a clarification of the language was requested to have a one-time request in writing that specifies the time-frame for the seasonality rather than a monthly written request.
 - Commercial Voluntary Renovation/Retrofit – this policy was approved as drafted
 - Residential Vacant House – this policy was approved as drafted
 - Residential Unoccupied Apartments – this policy was approved as drafted
 - Residential In-Law Quarters – this policy was approved as drafted
 - Residential Seasonal House – this policy was approved as drafted
 - Residential Conversion – this policy was approved as drafted
- It was noted that these items are policies only for the purposes of providing guidance to the Township staff and professionals engaged on how to administratively enforce policies uniformly. Individual circumstances can still be brought before the Board for consideration and deliberation. The policies are available for the public to review at any time.

ADMINISTRATION REPORT –

- The insurance quote was received for property and worker's compensation for both the Township and the Fire Company. The quote was \$2,163 less than 2017. A request was made by the Business Manager for authorization to accept the quote from EMC. A motion was made by Sam Mallatratt to accept that quote and authorize the quote to be executed by the Business Manager, David Barth seconded the motion, and the motion passed.

PLANNING COMMISSION –

- The Planning Commission is making a recommendation to the Board to approve the Eck Subdivision. This plan was reviewed and discussed at the March 1, 2018 Planning Commission meeting. All items brought forth by the Township Engineer have been

addressed to the satisfaction of the Planning Commission. Sam Mallatratt made a motion to approve the Eck Subdivision Plans, seconded by David Barth, and the motion carried.

SUPERVISORS REPORT –

- Mr. Stump reported that the Township is applying for three Low Volume Road Grants. One for Sommers Road, one for Fox Road and one for Bull Road. This money through the Department of Conservation and Natural Resources. Questions have been answered that were posed by DCNR. The grants will be put before the DCNR Board on April 25th and we should have an answer shortly after that. If we are awarded any of the grants there will be contracts that will need to be executed.
- Mr. Stump reported that PennDOT is doing a FHWA traffic count study. The Township has spoken to PennDOT as the roadways selected are not representative of our Township (one is in a cul-de-sac). The Business Manager will be sending a letter to PennDOT along with our State Representative to express concern about the selection of these roadways. The FHWA uses this information in order to allocate funding for States.
- The DPW purchased a backhoe on a 4-year lease. The previous backhoe was traded in.
- The 2018 Annual Spring Cleanup is scheduled for April 28, 2018 from 8:00 – 4:00.
- Newsletters are also being printed and will be in the mail soon.
- David Barth discussed the development of a 5-Year Budget Plan for all areas of the Township. Dave is working with the Business Manager on this plan. This will help set a plan to anticipate expenses and control the budget, and plan for capital purchases and road work moving forward and better forecast. He has begun this process with the Fire Company. Mr. Barth is recommending to the Board that the remainder of this year that the Fire Company submit paid invoices to the Township for their expenses. The Township would then reimburse the Fire Company for those expenses up to the approved, budgeted amount. Mr. Barth is developing a new budget figure for 2019, which is not yet finalized. Mr. Barth and the Business Manager have held a preliminary discussion with the Fire Chief about this issue. Mr. Barth discussed the items that he is considering.
- David Barth also mentioned that the Township will be starting a Facebook page to get information out even quicker and easier to our residents and property owners.

ALSACE MANOR VOLUNTEER FIRE COMPANY – No report

ADDITIONAL COMMENTS –

Sam Mallatratt made a motion to adjourn the meeting, David Barth seconded the motion, and the motion was unanimously approved. Adjournment was at 8:29 pm.

Respectfully Submitted,

Kimberly Mallatratt
Business Manager/Secretary – Treasurer