

Phillip Kline, Chairperson of the Board, called the meeting of the Alsace Township Board of Supervisors to order. Present were Phillip Kline, Michael Stump, Sam Mallatratt, Township Solicitor Gary Swavely Jr., and Kimberly Mallatratt. The meeting was held at the Alsace Township Municipal Building and was called to order at 7:04 pm. Chairperson Kline led the Pledge of Allegiance.

MINUTES: Chairperson Kline presented the Minutes from the December 21, 2016 Supervisors' meeting. Mike Stump made a motion to approve the Minutes, Sam Mallatratt seconded the motion, and the Minutes were unanimously approved.

PAYMENT OF BILLS: Chairperson Kline asked for approval of the Township payment of bills. Mike Stump made a motion to approve payment of bills in the amount of \$74,613.17 from the General Fund, \$10,673.55 from the WWTP Operations and Maintenance Fund, \$606.96 from the Septic and Sewer Fund, and \$0.00 from the Liquid Fuels Fund, seconded by Sam Mallatratt, and the motion was unanimously approved. Vice-Chairperson Stump made a motion to pay taxes, payroll and interim bills, seconded by Sam Mallatratt, and the motion was unanimously approved.

FINANCIAL REPORTS: There were no questions regarding the Financial Statements.

PUBLIC COMMENTS:

Noll 2 Subdivision – The Planning Commission is recommending approval of this subdivision. Mr. Kraft has reviewed all items and they have been addressed. The signed and notarized driveway easement is included in the package. A motion was made by Mike Stump to approve this subdivision, seconded by Sam Mallatratt, and the motion was approved.

Dunkin Donuts – Kevin Ember of McCarthy Engineering presented a sketch plan for the Dunkin Donuts to be located in the Shoppes at Woodside. A final plan will be presented to the Planning Commission. The project will go through an E&S process. No NPDES permit will be required.

OPENING OF SEALED BIDS: Bids were received for the sale of the F-250 Ford Truck. Three bids were received. \$1,021.00 – Jerome Weidner; \$800.00 – LB Metals; \$625 – Charles Strauss. Mr. Weidner will be notified regarding the award of the bids.

SOLICITOR'S REPORT: Two proposed Resolutions

Resolution 2017-03 – Disposition of Municipal Records in accordance with the Municipal Records Manual. Mr. Stump made a motion to approve this Resolution, seconded by Sam Mallatratt and the motion carried.

Resolution 2017-04 – Disposition of Municipal Records of Accounts Receivable Files and Ledgers, Accounts Payable Files & Ledgers, Payroll Records and Bank Statements for the years 1979 through 2005. Mr. Stump made a motion to approve this Resolution, seconded by Sam Mallatratt, and the motion was unanimously approved.

SEWER & SEPTIC REPORT: The report from Attorney Datte's office was reviewed. The new year rate increase of \$2.50 was discussion. A new connection at 6 Antietam Road, and a shut off on a commercial property on Pricetown Road. No additional questions were posed.

SEO REPORT – There was a tank replacement on Wanner Road.

SEPTIC PUMPING – 20 reminder postcards were also sent to owners who have not pumped in the 3rd quarter of 2016. 30 additional reminder postcards to property owners who have not pumped during the 4th quarter of 2016.

ADMINISTRATION:

Berks County Conversation District Erosion & Sedimentation Control Draft Memorandum of Understanding. The document was provided to Gary Swavely for his review.

Zoning Hearing Board – Cipolla Decision. A question was asked about any potential opportunities for “BOS Position” at these hearings. Generally, this is not done. A discussion ensued regarding procedural questions.

IT Update: a update was given by the Township Business Manager regarding the status of the IT systems for the office.

Proclamations: School Choice Week (1/23/17–1/28/17) and 811 Safe Digging Month (April). A Motion was made by Mike Stump to approve these Proclamations, seconded by Sam Mallatratt, and the motion carried.

Timesheet Policy – A new timesheet form and policy was discussed. All timesheets will be approved moving forward by the Township Business Manager. A motion was made by Mike Stump to adopt the new timesheet format and policy as presented. Sam Mallatratt seconded the motion and the motion was approved.

Employee Handbook – Mr. Swavely requested authorization by the Board of Supervisors to thoroughly review the Employee Handbook with the Business Manager to ensure the Handbook is in compliance. They plan to report back with any recommendations to the Board of Supervisors. The Board provided that authorization.

Correspondence – PSATS awarded Alsace Township the “Most Improved Newsletter”. The 2017 edition is scheduled for early April.

Heritage Society – During the January meeting, officers were named for this organization. It was decided that an official non-profit will be formed.

Upcoming Meetings –

Alsace Township Heritage Society – next meeting is scheduled for Tuesday, February 21st at 1:30. A weekend meeting for those unable to attend during a weekday is scheduled for Sunday, March 12th at 1:00 p.m.

The Mt. Penn Preserve Public Meeting – This meeting will be held on Saturday, February 25, 2017. Presentations will be made at 11:00 a.m. and 2:00 p.m. at City Hall.

BUILDING AND ZONING REPORT: Complaints were received regarding 8 Antietam Road. This is related to driveway mud. A proposed Mobility Transport Site for Pricetown Road.

PUBLIC WORKS REPORT: MS4 Meeting was held with individuals from the DEP. The meeting went well. We have a good program in place.

PLANNING COMMISSION REPORT: Ned Brumbach reported that the Planning Commission is ready to submit the proposed New Zoning Ordinance to the Berks County Planning Commission for their second review. The PC is requesting approval from the Board of Supervisors to submit this plan. Mike Stump made a motion for this document to be submitted to the Berks County Planning Commission, Sam Mallatratt seconded the motion, and the motion was unanimously approved. The procedure for finalizing this document was discussed.

ALSACE MANOR FIRE COMPANY REPORT: Fire Chief Wendy Becker was not present.

EMERGENCY MANAGEMENT: Darlene Bartsch reported that there will be meeting held on January 25, 2017 at 6:30 p.m. She requested that an elected official attend this meeting. Mike Stump agreed to attend this meeting.

A discussion ensued regarding the traffic situation at the Sunoco station along Pricetown Road, particularly regarding missing signs. The Board of Supervisors requested that Mrs. Bartsch work with the Business Manager to draft a letter to be sent to PennDOT regarding this situation.

SUPERVISOR'S REPORT – Nothing from Mr. Mallatratt, nothing from Mr. Stump and nothing from Mr. Kline.

ADDITIONAL COMMENTS: None.

Mr. Kline then asked for a motion to adjourn the meeting. Michael Stump made the motion to adjourn the meeting, seconded by Sam Mallatratt, and the motion was unanimously approved. Adjournment was at 8:03 pm.

Respectfully Submitted,

Kimberly Mallatratt
Business Manager/Secretary/Treasurer