

Michael Stump, Chairman of the Board, called the meeting of the Alsace Township Board of Supervisors to order at 7:01 pm. Also present were Vice Chairman Sam Mallatratt, Member, David Barth, Kimberly Mallatratt, and Solicitor Gary Swavely. The meeting was held at the Alsace Township Municipal Building. Mr. Stump led the Pledge of Allegiance.

**MINUTES:** Chairperson Stump presented the Minutes from the April 4, 2018 Supervisors' Workshop meeting. Sam Mallatratt made a motion to approve the Minutes, David Barth seconded the motion and the Minutes were approved.

**PAYMENT OF BILLS:** Chairperson Stump asked for approval for the Township payment of bills. Sam Mallatratt made a motion to approve payment of bills in the amount of \$75,311.99 from the General Fund, \$19,577.76 from the WWTP Operations and Maintenance Fund, \$2,652.82 from the Septic and Sewer Fund, and \$0.00 from the Liquid Fuels Fund seconded by David Barth, and the motion was approved. Mr. Mallatratt made a motion to pay taxes, payroll and interim bills, seconded by Sam Mallatratt, and the motion was approved.

The financial reports were reviewed and having no questions, Sam Mallatratt made a motion to approve the financial reports, Dave Barth seconded the motion, and the motion was approved.

**PUBLIC COMMENTS:** Brian Heatwole of Rand Drive spoke on behalf of the residents of Rand Drive and asked about the possibility of having Rand Drive dedicated to the Township. He wanted to know if there is anything that needs to be done from the homeowners. The road was paved by Sloan Paving two years ago. Mr. Stump responded that the Township will need to have the Township Engineer review the road and provide us with a report. Following that study, the Township will then discuss with the Homeowner's Association about any specifics that will need to be handled prior to dedication. Mr. Stump asked for approval to engage Gary Kraft to perform the study on this roadway which was agreed to by the other members of the Board.

Mr. Heatwole also asked a question about 173 Old State Road as not in compliance with the property maintenance code. This will be brought to the attention of codes enforcement.

**SOLICITOR'S REPORT:** Mr. Swavely had nothing to present to the Board.

**WWTP, SEPTIC & SEWER:** Mr. Stump noted that the next sewer stakeout for the "east" side of Pricetown Road's sewer extension project is scheduled for May 2, 2018 from 3:00 – 6:00 p.m. Property owners will be reminded by telephone and e-mail.

- Finalization of previously discussed policies
- Additional Policies –
  - Early Annual Payment. A 2% discount will be given to any property owner that wishes to make a one-time annual payment of their sewer bills. A question was asked about the timing of the payment. The Business Manager stated that a property owner can take advantage of this at any time to make an annual payment and that it is not tied to a calendar date.
  - Replacement Pump and Controller Charges – this policy addresses the various payment methods for replacement pump and controller equipment. Several options will be provided to the homeowner. Questions received included how to avoid the Township financing equipment. A second question arose about a potential homeowner that cannot afford any payment. A brief discussion ensued

and the statement was reiterated that individual hardship cases can always be brought before the sitting Board for consideration. An exemptions will be done at a public meeting. Temporary measures can be put in place for health, life and safety reasons.

- Michael Stump asked for a motion to approve the policies as set forth in the meetings of April 4 and April 18. Sam Mallatratt made the motion which was seconded by David Barth and the motion passed.
- The Scire Facias has begun on one property in the Township.

#### **ADMINISTRATION:**

- Mr. Stump stated that the 2017 Audit Report was presented to the Board by Herbein + Company. Mr. Mallatratt stated that he did not review the report in depth at this point. Mr. Stump stated that both he and Mr. Barth along with the Business Manager attended the meeting with Herbein + Company where the report was presented. Mr. Stump noted that the audit went very smoothly this year and that all financials were in order. There were no additional questions asked. The Business Manager stated that the report was also sent to the State Auditor General and that the audit and report has been accepted. Mr. Stump asked for a motion to accept the 2017 Audit Report as prepared by Herbein + Company, David Barth made the motion, seconded by Sam Mallatratt, and the motion carried.

**BUILDING AND ZONING:** Nothing to report

#### **PUBLIC WORKS:**

- The Township is applying for three grants for Low Volume Roads. Part of the grant application required attendance at training, which Mr. Stump attended on 4/17/18 and 4/18/18.

**PLANNING COMMISSION:** Nothing to report

**ALSACE MANOR FIRE COMPANY:** Chief Becker provided the Board with her 1<sup>st</sup> quarter report. They responded to 84 calls. The new tanker is being placed in service. She has also contacted DCNR regarding returning the 85 Brush Truck. They have been experiencing repair issues and rather than incur additional expenses, have chosen to return the truck to DCNR. Additional people are attending training to become firefighters and taking their MODs courses. Chief Becker was asked by the public if the Brush Truck is going to be replaced. Chief Becker responded that they currently can use the Attack Truck. A brief discussion ensued.

**EMERGENCY MANAGEMENT:** There is upcoming training. She recently attended a seminar about emergency management services for individuals with disabilities. David Barth stated that he will move forward with obtaining his EMS credentials.

**RECREATION BOARD:** The Recreation Board met on April 9<sup>th</sup>. The 2018 Summer Playground program will run from June 11, 2018 through August 10, 2018. The price will be \$85 per child for the season. Registration day will be June 9, 2018. The Recreation Board decided to purchase two additional picnic tables for the playground area with the \$1,000.00 donated by Dunkin Donuts. We will have five paid leaders and two additional from ResCare which are free.

**SUPERVISORS:** Sam Mallatratt, nothing to report; Michael Stump, nothing to report.

- A reminder was given that Spring Cleanup Day is on April 28<sup>th</sup> from 8:00 – 4:00 at the Township
- The Heritage Society will have an Open House on April 29<sup>th</sup> at 2:00 p.m. in the Township Building.
- A Thank You letter was received from the Oley Valley Library for the Township donation.
- David Barth discussed the on-going development of the 5-Year Budget Plan.
  - Mr. Barth recommended a change in the way that Fire Company bills be paid. His recommendation is for the Fire Company to pay invoices directly and then submit paid invoices to the Township for reimbursement up to the approved budgeted amount for 2018. This was a recommendation by the auditors and will provide better oversight and accountability of the expenditure of funds. Mr. Barth also feels this will assist in better budgeting and forecasting for the 5-year plan for all Township departments. Questions were asked by Chief Becker about which bills would be paid by which entity and adherence to previously agreed to payments by previous Boards. Mr. Barth stated that the current Board will honor the 2018 Budget and that his goal is to move toward a lump-sum payment for 2019 and beyond. He further stated that this figure has not been solidified and welcomed the input of the Fire Company in the development of that figure. He additionally addressed the items that will be included in that number and that the current Board does not wish to cut the Fire Company budget, simply provide the funds in a more efficient manner which can be better controlled over time for the long-term financial health of the entire Township. A lengthy discussion ensued.
  - David Barth made a motion to begin the submission of paid fire company bills to the Township for reimbursement, the motion was seconded by Sam Mallatratt and the motion carried.

**EXECUTIVE SESSION:** Mr. Stump stated that following the Executive Session that there would be no further business or votes. The Board then left for an Executive Session regarding a potential real estate transaction which began at 8:01 p.m.

Following the Executive Session, Mr. Stump asked for a motion to adjourn the meeting. David Barth made the motion to adjourn the meeting, seconded by Sam Mallatratt, and the motion was approved. Adjournment was at 8:28 pm.

Respectfully Submitted,

Kimberly Mallatratt  
Business Manager/Secretary/Treasurer