

Michael Stump, Chairman of the Board, called the meeting of the Alsace Township Board of Supervisors to order at 7:00 pm. Also present were Vice Chairman Sam Mallatratt, Member David Barth, Business Manager Kimberly Mallatratt, and Solicitor Gary Swavely. The meeting was held virtually via a Zoom meeting due to the state-wide shutdown as a result of the COVID-19 pandemic.

A roll was taken of the attendees to establish that all could hear the discussion clearly. In addition to the Board Members it was noted that Assistant Secretary, Courtney Harris and well as Township residents Patricia Moyer and Ruth Ann Moyer attended with both audio and video and Drew Eck via audio only. MaryAnn Ohlinger attended late to the meeting but her audio was not able to be verified. The audio of the meeting was recorded. The Business Manager then stated that if background noise becomes an issue, the participants will be muted.

An audio recording of this meeting has been created and retained and is available upon request.

**APPROVAL OF THE MINUTES:** A motion was made by Sam Mallatratt for approval of the Minutes from the March 4, 2020 meeting. David Barth seconded the motion, and the motion carried.

**PAYMENT OF BILLS:** Chairperson Stump asked for approval of the Township payment of bills paid through March 18, 2020. David Barth made the motion to approve payment of these bills in the amount of \$31,534.24 from the General Fund, \$25,998.83 from the WWTP Operations and Maintenance Fund, \$3,378.40 from the Septic and Sewer Fund, and \$0 from the Liquid Fuels Fund seconded by Sam Mallatratt, and the motion was approved.

Mr. Stump then asked for approval of the Township payment of bills paid through April 15, 2020. David Barth made the motion to approve payment of these bills in the amount of \$52,588.79 from the General Fund, \$19,392.50 from the WWTP Operations and Maintenance Fund, \$830.14 from the Septic and Sewer Fund, and \$0 from the Liquid Fuels Fund seconded by Sam Mallatratt, and the motion was approved.

**PAYMENT OF PAYROLL:** Mr. Barth made a motion to approve the payment of Payroll through March 18, 2020 in the amount of \$20,593.09 and for \$22,145.63 through April 15, 2020 seconded by Mr. Stump. Mr. Mallatratt abstained from the vote per the memo on file. The motion was approved by Mr. Barth and Mr. Stump.

**PAYMENT OF TAXES AND INTERIM BILLS:** Mr. Stump asked for a motion to approve the payment of taxes and interim bills. Mr. Mallatratt made a motion to approve the payment of taxes and interim bills, Mr. Barth seconded that motion and it carried.

**FINANCIAL REPORTS:** All financial reports were reviewed for both March and April and there were no questions.

**PUBLIC COMMENTS:** Ms. Harris asked about the gutter work done on the Playground. Mr. Stump stated he would address that during the Public Works report.

**SOLICITOR'S REPORT:** Mr. Swavely had nothing to report.

**ADMINISTRATION:**

- **Commercial Insurance Coverage:**The Business Manager presented the commercial insurance package renewal to the Board for their review. The renewal premium from The Seltzer Group is quoted at \$24,598 for the 2021-2021 term. This represents a increase of only \$283 from the prior year. Ms. Mallatratt stated that the policy was reviewed thoroughly and all equipment and facilities were reviewed to be certain assessed value and coverage were in line. Options were also presented to increase coverage to the Elite level at an additional cost. Upon review the Business Manager made a recommendation to continue coverage at the Essential level only. David Barth made a motion to accept the quote provided by The Seltzer Group and to maintain coverage at the Essential level. The motion was seconded by Sam Mallatratt and the motion carried.
- **Voting:** The Business Manager discussed a call held today with Deb Oliveri, the Director of Berks County Board of Elections. Ms. Oliveri expressed concern that she has not been able to reach anyone at Zion Spies Church regarding the upcoming election and whether the facility will be available due to COVID-19 concerns. If it is not available, she asked if it may be possible to approach the Fire Company to utility that facility. After a brief discussion, Mr. Barth stated he would reach out to a church Board member that he knows to see if he could get an answer for Ms. Oliveri. If that is unsuccessful the Board will assist in contacting the Fire Company in using that facility. Mr. Eck offered his building located in Alsace Manor. Mr. Stump asked for a motion to authorize use of the Fire Company provided that Supervisor Barth's efforts prove unsuccessful with Zion Spies Church. Mr. Barth made the above motion, seconded by Mike Stump and the motion passed.

**CODES/ ZONING:** Mr. Stump asked for a motion for the approval, authorization and ratification of the granting of the well variance for the property located at 68 Woodside Ave. Sam Mallatratt made the motion, seconded by David Barth and the motion carried.

**PLANNING COMMISSION:** Mr. Stump asked for a motion for the approval, authorization and ratification of the final subdivision approach for the Lanphear Subdivision on Apple Lane. The subdivision has been recommended by the Alsace Township Planning Commission and by the Township Engineer. Mr. Barth made the motion, seconded by Michael Stump and the motion carried.

**SEWER:**

- Mr. Stump presented a letter received from Gianotti's Country Manor requesting a reduction in their sewer bill to 60% in light of the COVID-19 emergency. The restaurant is currently closed for all business. David Barth made a motion to grant the request as long as their remain completely closed and to resume full price when the establishment resumes service of any kind. Sam Mallatratt seconded the motion and the motion carried.
- The Board briefly discussed a potential easement on Dogwood Drive which would positively effect the upcoming sewer extension project. David Barth made a motion to authorize Ebert Engineering to conduct surveying and for Mr. Gary Swavely to prepare

Easement documentation for a potential easement onto Dogwood Drive. Sam Mallatratt seconded the motion, and the motion carried.

- David Barth made a motion for Ebert Engineering to finalize the legal descriptions and plans and Mr. Gary Swavely to prepare Easement Agreements for all property owners to be affected by the Pricetown Road sewer extension. Sam Mallatratt seconded the motion, and the motion carried.

**FIRE COMPANY:** A motion was made by Sam Mallatratt to approve, authorize and ratify the engagement of David Goss, Forensic Auditor, to provide his services to complete the forensic audit previously started. David Barth seconded the motion, and the motion carried.

**PUBLIC WORKS:**

- The Business Manager requested authorization to advertise the Liquid Fuels bids for the road work anticipated under this fund for 2020. David Barth made the motion to advertise, seconded by Sam Mallatratt and the motion carried. The Business Manager requested clarification of the proposed bid opening date. After a brief discussion the Board selected June 17, 2020 as the anticipated bid opening date.
- Bojanko has installed the gutters on the pavilion at the playground.
- Mr. Stump brought up the subject of the potential necessity of delaying or cancelling the playground program this year. He asked the Business Manager for any additional details. Ms. Mallatratt stated that the topic has come up during several recent county-wide conference calls. It is a concern and a topic that may Townships are discussing. Mr. Mallatratt that he believes there are a few that have already cancelled their extra-curricular activities. He believes we will need to watch the numbers closely as it may not be prudent to have a large number of children gathered.

**EMC:** Mr. Colvin did not attend. The Business Manager stated that the Township has been receiving continual information from Berks DES on the COVID-19 situation. Additionally, the Business Manager has been supplying Mr. Colvin with expenses incurred for a weekly required report that he is submitting to PEMA for any reimbursement. Mr. Mallatratt also stated that the most recent information from Brian Gottschall at Berks DES provided clear information in the poor job that Berks County is doing regarding containing the spread of the virus and social distancing

**SUPERVISORS REPORT:** David Barth asked if we would be running the Workshop Meetings and the Business Meetings moving forward. After a brief discussion it was determined that the Workshop meetings would proceed as needed as they are all currently advertised.

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 7:37 pm.

Respectfully Submitted,

Kimberly Mallatratt  
Business Manager/Secretary/ Treasurer