

Michael Stump, Chairman of the Board, called the meeting of the Alsace Township Board of Supervisors to order at 7:02 pm. Also present were Vice Chairman Sam Mallatratt, Member David Barth, Business Manager Kimberly Mallatratt, Township Engineer Michael Reinert 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 members of the public - Patricia Moyer, Ruth Ann Moyer, Drew Eck and Steven Rothenberger were in attendance. 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 Mr. Mallatratt for approval of the Minutes from the June 3, 2020 meeting. Mr. Barth seconded the motion, and the motion carried.

PAYMENT OF BILLS: Chairperson Stump asked for approval of the Township payment of bills. Sam Mallatratt made the motion to approve payment of these bills in the amount of \$39,187.02 from the General Fund, \$18,355.98 from the WWTP Operations and Maintenance Fund, \$168.84 from the Septic and Sewer Fund, and \$84.27 from the Liquid Fuels Fund seconded by David Barth, and the motion was approved.

PAYMENT OF PAYROLL: Mr. Barth made a motion to approve the payment of Payroll in the amount of \$20,041.06 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. Barth made a motion to approve the payment of taxes and interim bills, Mr. Mallatratt seconded that motion and it carried.

FINANCIAL REPORTS: All financial reports were reviewed and there were no questions. The Business Manager provided a brief update on the current budget situation due to the COVID-19 impacts.

ORDINANCE 2020-01: Mr. Reinert the Township Engineer stated that he has reviewed the current Well Ordinance in place at the Township in light of the increasing frequency of variance requests. He reviewed the setback criteria and reviewed setbacks in other Townships in Berks County. He prepared the draft Ordinance with revised setback criteria to maintain adequate property setbacks and separated it into two categories, one for properties with on-lot septic and the other for properties served by public sewer. Mr. Swavely has reviewed the draft Ordinance for appropriate language. Mr. Swavely noted that this Ordinance has been properly advertised. Following a question by Mr. Stump, Mr. Reinert expressed that this amendment still adheres to all federal and state requirements. Mr. Swavely further stated that the remainder of the Well Ordinance remains in effect, it is only the setback requirements that are being amended. Mr. Stump asked for a motion to adopt Ordinance 2020-01, Mr. Barth made the motion to adopt the Ordinance, seconded by Mr. Mallatratt and the motion carried.

ENGINEER:

- 12 Aster Lane – A motion was made to approve and execute the Stormwater Management MOU and Agreement for this property. Mr. Stump asked if all of these

MOUs and Agreements pertained to the MS4 and Schuylkill River watershed. Mr. Reinert confirmed this was correct. Mr. Barth made a motion to approve and execute this MOU and Agreement seconded by Mr. Mallatratt and the motion carried.

BID OPENING – 2020 LIQUID FUELS PROJECT: The Business Manager stated that two bids were received on June 17, 2020 which remain sealed. Mr. Mallatratt showed the sealed bid packages on the video of the meeting. Mr. Mallatratt opened the sealed bids. The bids received were from:

- Martin Paving, Inc., Lititz, PA - \$140,010.05 – unit price was \$2.93
- Asphalt Maintenance Solutions, Center Valley, PA - \$143,355.00 – unit price was \$3.00

David Barth made a motion to accept the bid received from Martin Paving, Inc. pending review from Mr. Swavely of the administrative documentation received, seconded by Sam Mallatratt and the motion passed. Mr. Stump stated he believes construction would begin in approximately 4-5 weeks pending weather conditions.

PUBLIC COMMENTS:

- Patty Moyer – Ms. Moyer acknowledged that she received Mr. Stump's response from her complaint form that was addressed in the Executive Session held on May 6, 2020. Ms. Moyer then stated she submitted two RTK requests, one for DPW hours and one for timesheets for the DPW crew. She has noticed that the road crew begins their day at 7:00 a.m. and ends their day at 3:00 p.m. She stated that the timesheets denote 8 hours but 7:00 – 3:00 is only 7 ½ hours with lunch. Mr. Stump stated that they do not have a paid lunch. Mr. Barth asked if a paid lunch is required by state law. Mr. Swavely stated that a paid lunch is not required. Mr. Stump confirmed that the DPW does not take a lunch. Ms. Moyer asked about Handbook revisions, and Mr. Swavely stated that the Handbook is currently under revision. Ms. Moyer also asked if there is a time clock. Mr. Barth and Mr. Mallatratt stated that time clocks are being explored and may be beneficial for tracking time against projects. The matter was further discussed.

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

ADMINISTRATION: The Business Manager presented the Engagement Letter received for the re-engagement of David Goss of North American Forensic Consultants. Mr. Mallatratt made a motion for the Board Chairman to execute the Engagement Letter, seconded by Mr. Barth and the motion passed.

SEWER:

- The Business Manager presented the General Permit application and letter from DEP for the Sewer Extension Project. The Business Manager asked for acknowledgement from the Board that they received the correspondence. All indicated they had received the documents.

PUBLIC WORKS:

- Mr. Stump reported that PennDOT is doing a good deal of surveying work for upcoming roadwork that is being designed for Pricetown Road.

- Mr. Stump reported that the stormwater work that is being done on Cralou Drive is proceeding well and that the crew will be back on that roadway next week.

EMC: Mr. Colvin did not attend. The Business Manager stated that Mr. Colvin had a work commitment and was unable to attend. He did not have anything to report to the Board.

SUPERVISORS REPORT: Mr. Mallatratt made note that Courtney Harris was taking the lead on the vacant/rental properties and the database update. He commended her on doing a good job on this project.

- Mr. Eck then asked about 28 Miller Ave. and whether this property was being addressed by code enforcement. The Business Manager stated that she and Technicon had both sent letters to the property owner, RE Equity, regarding the grass and maintenance of the property. Mr. Barth asked if the Township DPW crew can go out and mow. Mr. Swavely stated that this can be done and a lien placed on the property for the cost. Following a brief discussion both Mr. Barth and Mr. Mallatratt agreed that the property should be mowed by the Township DPW immediately and the costs calculated for an invoice and lien pending non-payment of the invoice. Mr. Swavely stated that he will work with the Business Manager to discuss the invoice vs. lien approach on a case-by-case basis on these types of situations. A motion by David Barth for the grass to be cut on this property, seconded by Sam Mallatratt, and the motion passed.
- Mr. Eck then asked about resolutions of complaints and how the individuals that report complaints are notified of resolutions. A brief discussion ensued about options and the process of code violations. The Board has asked Administration that following the receipt of a complaint, that the individual reporting the complaint be notified that the complaint is being addressed.
- Ms. Moyer asked about a property on the corner of Alsace Ave. and Willow Street as there appears to be a large amount of trash on the property. Mr. Stump stated that the property was recently sold. Mr. Stump stated that he would prefer if letters were sent from the Township rather than send Eric from Technicon out on every complaint.

Mr. Barth then stated that the Fire Company has taken to social media to state that they are waiting on the Board of Supervisors to be re-certified. Mr. Barth wants to state that the Fire Company is not waiting on the Board of Supervisors. The Board of Supervisors has been helping them with budgeting, etc. The Board of Supervisors are waiting on the Fire Company "Umbrella Board" to finalize all of the required steps that need to take place for re-certification. Mr. Swavely then stated that he sent a letter to their Counsel advising them of our concerns and responses to their by-laws in March and has still not received a response from their Counsel. Mr. Mallatratt re-iterated that the Fire Company Board has a clear path forward.

Mr. Stump asked for a motion to adjourn the meeting. Sam Mallatratt made the motion to adjourn the meeting, seconded by David Barth and the motion was approved. Adjournment was at 8:07 pm.

Respectfully Submitted,

Kimberly Mallatratt
Business Manager/Secretary/ Treasurer