

Michael Stump, Chairman of the Board, called the meeting of the Alsace Township Board of Supervisors to order at 7:04 pm. Also present were Vice Chairman Sam Mallatratt, Member David Barth, Business Manager Kimberly Mallatratt, and Solicitor Gary Swavely. The meeting was held both in person as well as virtually via a Zoom meeting due to the state-wide virtual requirements as a result of the COVID-19 pandemic. A confirmation that all parties and the public could hear all participants.

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

**APPROVAL OF THE MINUTES:** A motion was made by Mr. Mallatratt for approval of the Minutes from the October 21, 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. David Barth made the motion to approve payment of these bills in the amount of \$40,664.86 from the General Fund, \$41,138.90 from the WWTP Operations and Maintenance Fund, \$2,146.09 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 in the amount of \$20,256.32 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.

**PUBLIC COMMENTS:**

- Matt Stariker (Chief) of Lower Alsace Ambulance presented a brief report to the Board, as well as Phil Salamon (Director of Operations). He stated that Lower Alsace has taken 82 calls in Alsace Township so far this year. Mr. Salamon stated that Alsace will be receiving quarterly reports moving forward. He also stated that Lower Alsace Ambulance will not be part of the Tower Health merger. He then discussed the purchase of an additional ambulance. He asked if the Board would consider a donation in the next budget cycle to support the down payment of that purchase. The Board stated that they would consider that request.

**SOLICITOR'S REPORT:** Mr. Swavely informed the Board that he has been in contact with Counsel representing the Irvin Wolfe property at 2019 Mt. Laurel Road. A hearing on the legal matter is scheduled for December 2, 2020 at 2:00 p.m. and both Mr. Swavely and Kim Mallatratt will attend on the Township's behalf. A report will be provided to the Board following the hearing.

**ADMINISTRATION:**

- Final Township Budget – Mr. Barth and the Business Manager presented the final Township budget for approval. The budget does not include any tax increase. The final budget represents anticipated income of \$1,021,829.13 with an anticipated surplus of \$34,301.02. David Barth made a motion to accept the budget, seconded by Sam Mallatratt, and the motion carried.

- The CARES Act Grant contract has been received from Berks County for reimbursement of \$2,607.14 for COVID-related expenses incurred by the Township. Mr. Stump has executed the contract due to timing limitations. A motion was made to ratify the execution of that contract by David Barth, seconded by Sam Mallatratt, and the motion passed.
- The Business Manager presented a proposed contract for the postage meter to the Board. The contract represents a savings from our current contract of \$5.40 month. The contract negotiation also includes KBS to pay \$531.00 to payoff the current lease with Pitney Bowes and the first six months of payments will be waived. Mr. Swavely has reviewed the contract. The Business Manager asked for authorization to execute the contract. Mr. Barth authorized the approval of the proposed contract seconded by Mr. Mallatratt and the motion passed.
- Health care coverage – Ms. Mallatratt discussed the Township switching from Highmark to Capital Blue Cross for healthcare coverage for full-time Township employees. The coverage is comparable to existing coverage and will equate to a \$45,804.00 savings. Mr. Stump made the motion to ratify the execution of this contract, seconded by Mr. Barth and the motion carried.
- The Business Manager then presented correspondence received from Mr. Harry Freeman. One involved dumping on his property and one involved a damaged mailbox. Mr. Freeman requested payment on both of these items from the Township. Mr. Stump discussed there are ongoing matters with Mr. Freeman with the State Police. Mr. Barth also expressed concern with Mr. Freeman's access to the building. Following a brief discussion, the Board declined to pay any money to Mr. Freeman at this time. A letter will be sent to Mr. Freeman with this response and requesting any additional documentation he has to back up his assertions in order for the Board to reconsider.

#### **SEWER:**

- Alsace Ales – a request was received for temporary sewer bill reduction as this business has closed. Mr. Barth made a motion to grant a temporary reduction in the bill to a 60% level until a business resumes, seconded by Sam Mallatratt, and the motion carried.
- The Business Manager discussed the ongoing sewer issue with the property at 2885 Pricetown Road. As of November 18, 2020, a pumping slip has been received for the property. Moving forward, should pumping slips, as required, not be received, the Business Manager asked the Board to consider three options, 1) the township to pump the property and lien the property, 2) hooking up to Urban Acres with a lien on the property for the construction cost, 3) condemning the property as a health and human hazard situation. Following a brief discussion, the Board recommended authorizing Technicon to move forward with filing citations on the property should pumping slips not be consistently received. Mr. Barth made a motion to authorize Technicon to file citations as appropriate, seconded by Sam Mallatratt, and the motion carried.

#### **PUBLIC WORKS:**

- Mr. Stump reported that the crew is working on leaf removal. Mr. Stump then discussed the plan to potentially replace one of the plow trucks and is actively receiving Costars

quotes from several sources. Financing options are currently being discussed and the Business Manager is looking into several low interest options.

**EMC:** The Business Manager stated that she submitted the NIMS survey for the Township.

**SUPERVISORS REPORT:** Mr. Barth and Mr. Mallatratt had nothing further. Mr. Stump stated that he is looking at a 3<sup>rd</sup> VFD upgrade at a cost of approximately \$2000.00. This will switch a single-phase motor to a three-phase motor. Mr. Stump asked for approval to look into this information further. Sam Mallatratt made a motion to authorize Mr. Stump to move forward with discovering this information, seconded by Dave Barth and the motion carried.

**EXECUTIVE SESSION:** At 7:49 pm. Mr. Barth made a motion for the Board to leave for Executive Session to discuss personnel matters. Mr. Mallatratt seconded the motion and the motion passed.

The Board returned from Executive Session at 8:02 p.m. and Mr. Barth made a motion to resume the regular Business Meeting. Mr. Mallatratt seconded the motion and the motion carried.

As there was no further business, Mr. Stump asked for a motion to adjourn the meeting. Dam Mallatratt made the motion to adjourn the meeting, seconded by David Barth and the motion was approved. Adjournment was at 8:02 pm.

Respectfully Submitted,

Kimberly Mallatratt  
Business Manager/Secretary/ Treasurer