

SUPERVISORS BUSINESS MEETING, APRIL 20, 2022

Mr. 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 Chairperson, Kimberly Mallatratt, Board Member Keith Blankenbiller, Township Business Manager Jan Moore, and Solicitor Gary Swavely. The meeting was held as a Hybrid meeting with no residents attending remotely.

**PLEDGE OF ALLEGIANCE:** Mr. Stump led the Pledge of Allegiance

**APPROVAL OF THE MINUTES:** Motion made by Mrs. Mallatratt to approve the minutes from the March 16, 2022 Business Meeting, seconded by Mr. Blankenbiller and the motion carried.

**PAYMENT OF BILLS:** Mr. Blankenbiller made a motion to approve the payment of bills in the amount of \$105,116.62 from the General Fund, \$158,520.34 from the WWTP Operations & Maintenance Fund, and \$5,048.31 from the Septic Fund. Motion was seconded by Mrs. Mallatratt and the motion carried.

**APPROVAL FOR PAYMENT OF TAXES AND INTERIM BILLS:** Motion made by Mrs. Mallatratt to approve the payment of taxes and interim bills, seconded by Mr. Blankenbiller and the motion carried.

**FINANCIAL REPORTS:** All financial reports were distributed and reviewed and there were no additional comments or questions.

**PUBLIC COMMENTS:** Mrs. Emily Engle provided an overview of the playground program for 2022. The Rec Board is looking for outside sponsors. They already have 4 dining options for fund raising and are working on setting up a yard sale to be held at the playground. A playground handout was provided to all Supervisors which provided some additional information on the program. Mr. Stump thanked the Rec Board for their efforts to date to get the program back and running. Mrs. Mallatratt further stated for the Rec Board to work with the Business Manager as the summer progresses for any additional issues that may come up. Mrs. Engle stated that they have been receiving positive results from the public on bringing the program back. Mr. Stump asked what dates the program would run and Mrs. Engle stated 6/13/22 through 8/12/22.

Ruth Ann Moyer, the Township Tax Collector stated that she would like to know why she does not have a key to the Township building. Mrs. Mallatratt questioned why she needs additional hours outside of normal business hours. Mrs. Mallatratt also stated that other Townships do not allow the Tax Collectors to have access to their buildings. Ruth Ann requested a letter stating why she cannot have a key to the building and requested it be signed by the entire Boards. Mr. Stump stated that he wanted to table the request and that the Board would respond to Ruth Ann.

Bonnie Landis questioned as to why a survey was not conducted of residents impacted by the Route 12 Sewer Extension project to determine when individual residents would like to hook up to the system. Mrs. Mallatratt stated that the decision is up to the individual residents as to when to hook up and delaying hooking up is a risk that each resident must take. Bonnie's question was based on when the pump warranty is initiated. Ruth Ann Moyer asked what the warranty is on an existing replacement pump. Mr. Stump stated the warranty is 2 years. Mr. Blankenbiller stated that he was glad that the Township went with the pump manufacturer since the Township has good history with that specific pump. Keith Eckert asked about who to contact if a pump fails. Mr. Stump stated to contact the Township office.

**SOLICITOR:** Mr. Swavely had nothing to report

**ADMINISTRATION:** The Business Manager presented a quote from Cummins for the annual maintenance for the sewer plant generator at an annual cost of \$1,558.12 which was an increase of \$42.86 from the prior year agreement. Motion made by Mr. Stump to accept the quote as submitted from Cummins and to allow the Business Manager to execute the agreement, seconded by Mr. Blankenbiller and the motion carried.

Business Manager presented a sponsorship request from Safety Net Sanctuary to be a sponsor for the Bike, Rod, and Run Show. The sponsorship request was for \$500. Mrs. Mallatratt stated that the sanctuary does very good work for the Township but did not feel that a donation was warranted at this time. No motion was made to provide a donation and the matter was closed.

Business Manager provided a publication from the Berks County Conservation District stating that the District will be monitoring mosquitos for the West Nile virus in the Township. Monitoring will be taking place from 4/1/22 – 10/1/22. Any trapping equipment will be tagged with the BCCD logo and contact information

Business Manager provided a brief report on the recently completed CPA Audit performed by Herbein & Company. Herbein reported that there were no difficulties in performing the audit, all adjustments were minimal and there were no other reportable matters. Herbein provided representation letter to the Board for signing as well as a Management letter. Mr. Stump made a motion to accept the audit reports as submitted and to execute the representation letters as submitted. Mrs. Mallatratt seconded the motion and the motion carried.

Business Manager presented the Township's Commercial Insurance program with a renewal premium of \$27,042 which is an increase of \$1,059 over the prior year. It was explained that the increase in premium was based on property values being adjusted and an increase in budgeted expenditures. Mrs. Mallatratt asked to ensure that the equipment and vehicles listed was accurate.

Business Manager provided an overview of the 2022 Playground program including hourly rates and anticipated revenue and expense numbers. Mr. Stump made a motion to approve the 2022 playground program as presented, seconded by Mrs. Mallatratt and the motion carried

Business Manager provided an overview of the ARPA report which was due for filing on 4/20/22. Mr. Moore also stated that the Township took the one- time exemption for up to \$10 million for lost revenue. This exemption must be taken during the initial reporting period and will allow the Township to utilize the funds for Municipal Government uses. Mr. Moore also stated that the Board will need to make some decisions as to where to spend these funds such as a new salt shed, building renovations including bathroom modifications. Mr. Blankenbiller stated that the board should develop a wish list for projects that the funds could be used on. Mrs. Mallatratt suggested that the Township obtain quotes for a new salt shed and some of the building upgrades.

**PUBLIC SEWER:** Mr. Stump stated that the Route 12 Extension project construction will be completed by the anticipated 5/1/22 date. The bulk pump order should be delivered the week of 5/2/22. Mr. Stump stated that the pumps will be stored in the Township building for security reasons.

**PUBLIC WORKS:** Mr. Stump stated that the truck is still being built. There was a request from a resident to change one of the light bulbs at the plant as it flashes. Mr. Stump stated that he will address.

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**SUPERVISORS REPORT:** Mrs. Mallatratt stated that she would like to pass her participation on the Deka Task Force over to the Township Business Manager Jan Moore due to time constraints on her part. Mr. Moore accepted and will take over Mrs. Mallatratt's position on the taskforce.

**EXECUTIVE SESSION:** Mrs. Mallatratt made a motion for the Board to enter an Executive Session, seconded by Mr. Blankenbiller and the motion carried. The Board entered Executive Session at 7:50 PM to discuss a personnel matter.

Mr. Blankenbiller made a motion to exit Executive Session, seconded by Mr. Stump and the motion carried. The Board exited from Executive Session at 8:42 PM

**ADJOURN:** Mr. Blankenbiller made a motion to adjourn the business meeting, seconded by Mr. Stump and the motion carried. The meeting adjourned at 8:43 PM

Respectfully Submitted

Jan G Moore, Business Manager