

SUPERVISORS BUSINESS MEETING, WEDNESDAY OCTOBER 19, 2022

Michael Stump, Chairman of the Board, called the meeting of the Alsace Township Board of Supervisors to order at 7:00 PM. Present were Vice Chair, Kimberly Mallatratt, Board Member Keith Blankenbiller, Township Business Manager, Jan Moore, and Solicitor Gary Swavely. The meeting was held as a hybrid with no residents attending remotely.

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

**APPROVAL OF MINUTES:** Mr. Blankenbiller made a motion to approve the minutes from the September 21, 2022 meeting, seconded by Mrs. Mallatratt and the motion carried

**PAYMENT OF BILLS:** Mrs. Mallatratt made a motion to approve the payment of bills in the amount of \$73,092.76 from the General Fund, \$20,149.18 from Sewer Plant O&M fund, and \$1,454.73 from the WWTP fund. Motion was seconded by Mr. Blankenbiller and the motion carried.

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

**FINANCIAL REPORTS:** All financial reports were distributed prior to the meeting with no further comments made at the meeting. Mr. Moore also distributed the most recent Franklin Templeton account statement to the board for their review and stated that he has requested a meeting with Mr. Hoffman, who handles these funds on behalf of the township.

**PUBLIC COMMENTS:** No comments were received

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

**ADMINISTRATION:** Mr. Moore presented a request to update and change the individual listed for the township on run cards for emergency services. Presently, David Barth is listed as the individual authorized to make changes to the run cards. After a brief discussion, it was decided to table this matter until a future meeting.

Mr. Moore presented the Safety Net Sanctuary Agreement for 2023 for approval in the amount of \$3,500. Mrs. Mallatratt made a motion to accept and approve the 2023 Agreement, seconded by Mr. Blankenbiller and the motion carried.

Mr. Moore presented a Terrorism Insurance Policy which was received from the Township's insurance carrier. Following a brief discussion, it was decided to not pursue this policy addition, so no action was taken. It was also noted that all previous year's requests to purchase the Terrorism Insurance policy were declined by the board.

Mr. Moore presented a renewal policy for the Pollution Policy for the sewer plant. This is a three -year policy with the current policy expiring on 10/20/22. Cost of the renewal policy was stated at \$15,209. Mrs. Mallatratt made a motion to approve the renewal pollution policy, seconded by Mr. Blankenbiller and the motion carried. Mr. Blankenbiller stated that it was especially important for the township to have this coverage in place

Mr. Moore presented Resolution 2022-01 to implement Act 57 of 2022. This resolution deals with allowing the Township Tax Collector to waive certain late fees as defined in the Act. The Township must adopt the resolution according to the State of Pennsylvania. Mr. Blankenbiller made a motion to adopt Resolution 2022-01 to implement Act 57 of 2022, seconded by Mrs. Mallatratt, and the motion carried.

Mr. Moore presented for ratification, the Holding Tank Agreement for 1921 Mt Laurel Road. This agreement was signed by Chairman Stump prior to the meeting so that a permit could be issued. Mrs. Mallatratt made a motion to ratify the Holding Tank Agreement for 1921 Mt Laurel Road, seconded by Mr. Blankenbiller and the motion carried. Mr. Blankenbiller made a comment that holding tanks should be the township's last option when approving on-site septic permits to avoid future issues with the tanks.

Mr. Moore provided an update on the plans for the new salt shed. He received a proposal for drawings/plans from Watkins Architects and forwarded the proposal to Solicitor Swavely for review prior to sending the proposal to the board. Mr. Swavely stated that he did not have any issues with the proposal as presented and Mr. Moore stated that he would then route the proposal to the full board. Mr. Moore also stated that he would be reaching out to another architecture firm to obtain another quote for the project. Mr. Moore asked Mr. Blankenbiller if he had contacted Gary Kraft to request a proposal as well, and Mr. Blankenbiller stated that he had not contacted him as of the date of the meeting.

Mrs. Mallatratt presented the draft 2023 budget to the board. She reviewed each operating account stating expected revenues and expenditures and the resulting anticipated excess or deficiency. The General Fund budget reflects anticipated income of \$1,073,836.76. Mrs. Mallatratt also stated that the draft budget was prepared with no tax increase for residents. Mrs. Mallatratt requested a motion to approve the budget as a draft budget and to advertise said budget for the required timeframe. Mr. Blankenbiller made a motion to approve the presented budget as a draft budget and to advertise it for the required timeframe. Mr. Stump seconded the motion and the motion carried.

Darlene Bartsch asked a question about fire company donations to the Bandon Fire Company and stated that the township should contribute to them. Mr. Moore confirmed that the township already does make quarterly contributions to the Bandon and Mt Penn fire companies.

**PUBLIC SEWER:** Mr. Stump asked how many residents have hooked up to the Route 12 extension system. Mr. Moore confirmed that six residents have done so with two of the six financed.

**PUBLIC WORKS:** Mr. Stump stated that the pipe at Jackson Road was installed. He also stated that tree trimming in the township was scheduled to start on October 20, 2022. Mrs. Mallatratt asked what the procedure was for dead or fallen trees. Mr. Stump stated that the township cuts them up and places them on the resident's property. The township only removes them from the road surface and to allow adequate traffic flow. Mr. Stump asked Mr. Moore to develop a letter addressing the responsibilities of residents regarding trees that could create a hazard to township roads.

The quote for the temporary digital speed sign was tabled. Mr. Blankenbiller asked if the township needs approval from PennDot to place either the digital signs or to place new school bus stop signs on a PennDot road. Mr. Blankenbiller requested Mr. Moore to investigate these questions and report back to the board prior to moving forward with purchasing any signs.

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**SUPERVISORS REPORTS:** No reports were given

**ADJOURN:** Mr. Blankenbiller made a motion to adjourn the meeting at 7:38, seconded by Mrs. Mallatratt and the motion carried. Meeting adjourned at 7:38 PM.

Respectfully Submitted

Jan G Moore, Business Manager