

SUPERVISORS BUSINESS MEETING, WEDNESDAY May 17, 2023

Keith Blankenbiller, Chairman of the Board, called the meeting of the Alsace Township Board of Supervisors to order at 7:00 PM. Present were Vice Chair, Michael Stump, Board member Kimberly Mallatratt, 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. Blankenbiller led the Pledge of Allegiance

APPROVAL OF MINUTES: Motion made by Mrs. Mallatratt to approve the minutes of the April 19, 2023 Business meeting minutes and the April 5, 2023 Workshop meeting minutes. Motion was seconded by Mr. Stump and the motion carried unanimously.

APPROVAL FOR PAYMENT OF BILLS IN THE AMOUNT OF: Mrs. Mallatratt made a motion to approve the payment of bills in the amount of \$154,810.32 from the General Fund, \$19,713.79 from the Sewer O&M Fund, and \$1,944.75 from the WWTP Fund. Motion was seconded by Mr. Stump and the motion carried unanimously.

APPROVAL FOR PAYMENT OF TAXES AND INTERIM BILLS: Mrs. Mallatratt made a motion to pay taxes and interim bills, seconded by Mr. Stump and the motion passed unanimously.

FINANCIAL REPORTS: Financial reports were distributed to the Board prior to the meeting with no additional comments made at the meeting. Mrs. Mallatratt made a motion to accept the financial reports as submitted, seconded by Mr. Stump and the motion carried unanimously.

COMMENTS FROM THE PUBLIC: There were no comments from the public

SOLICITOR: No report

STORMWATER: There were no stormwater related matters to discuss

ADMINISTRATION: Mr. Moore presented the results of the recent insurance audit performed by EMC for the workers' compensation coverage and the resulting premium adjustment in the amount of \$1,350.00. This premium increase was due to the Township's payroll amount and not the result of claims. Mr. Stump made a motion to accept and approve the premium adjustment as presented, seconded by Mrs. Mallatratt, and the motion carried unanimously.

Mr. Moore presented five (5) sealed bids for the paving work to be completed in the Township. The bids were opened at the meeting with the following bid amounts:

H&K Group, Inc:	\$312,301.14
Recon Construction Services, Inc:	\$306,011.50
Ronnie Folk Paving, Inc:	\$325,425.78
New Enterprise Stone & Lime co., Inc:	\$308,851.62
Construction Masters Services, LLC:	\$312,962.30

There was a brief discussion as to whether the Board could approve the bids by section of work. Following this discussion, it was decided to move forward to vote on the bids as presented . Following the opening and review of the bids presented, Mrs. Mallatratt made a motion to accept and approve the bid submitted by Recon Construction Services, Inc., subject to satisfactory review by the Solicitor and Engineer, seconded by Mr. Stump, and the motion carried unanimously.

Mr. Swavely requested a copy of the winning bid for his review.

Mr. Moore presented two changes to the Township's internal Public Sewer EDU Policies. Under policy number 3, for residents with delinquent sewer payments, when setting up payment plans, the payment will be calculated at the greater of 10% of the delinquent balance or the delinquent balance divided by a 12- month term. This will apply a consistent calculation method to all payment plans moving forward and will restrict the payment plan term to no longer than 12 months. The second item was under policy number 6, for the purchase of replacement pumps and/or controllers. For an owner of record to qualify for financing the equipment purchase, their account cannot be delinquent, and they must have paid the last three (3) months sewer bills on time. Mrs. Mallatratt made a motion to approve the policy changes with the amendment that the word "resident" be replaced by "owner of record" in policy number 6. Mr. Stump seconded the motion, and the motion carried unanimously.

The Cummins Maintenance Agreement listed on the agenda was not addressed with a motion as this was considered as a regular maintenance issue and not subject to a motion for approval.

PUBLIC SEWER: Mr. Stump provided an overview of a recent request by the property owner at 3096 Pricetown Road to hook up to the public sewer system. Mr. Stump stated that this would be an extension of the trunk line and that the Township would need to obtain two (2) easements from neighboring properties. He further stated that the laterals could be cut in as needed. Mr. Blankenbiller stated that the property that the sewer line would pass through would not be required to hook up unless their system failed. He also stated that the easements should be from one property line to the other to avoid any issues in the future to extend the line.

Fred Ebert, the Township's Sewer Engineer would be requested to supply a plan for the project indicating where the proposed line would be installed and also provide a scope of work that would be forwarded to the Solicitor to prepare the Easement's. The Solicitor would also be supplied with the names and addresses of the property owners impacted by this project.

PUBLIC WORKS: Mr. Stump stated that the mowing has started in the Township. The pipe at Blankenbiller Road was clogged and has been replaced.

SUPERVISORS REPORTS: No additional reports were submitted.

AGENDA AMENDMENT: Mr. Stump made a motion to amend the meeting agenda to amend the agenda, seconded by Mrs. Mallatratt and the motion carried unanimously.

AGENDA ITEM: Motion made by Mr. Stump to add an Executive Session to the agenda, seconded by Mrs. Mallatratt, and the motion carried unanimously.

EXECUTIVE SESSION: Motion by Mr. Stump for the Board to enter into Executive Session at 7:35 PM, seconded by Mrs. Mallatratt, and the motion carried unanimously.

EXIT EXECUTIVE SESSION: Motion made by Mr. Stump for the Board to exit Executive session at 8:00 PM, seconded by Mrs. Mallatratt, and the motion carried unanimously.

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ADJOURN: Mr. Stump made a motion to adjourn the meeting at 8:00 PM, seconded by Mrs. Mallatratt, and the motion carried unanimously.
The meeting adjourned at 8:00 PM

Respectfully Submitted

Jan G Moore
Township Business Manager