

Mike Stump, Vice Chair of the Board, called the meeting of the Alsace Township Board of Supervisors to order at 7:00 PM. Present were Board member, Kimberly Mallatratt, Township Business Manager, Jan Moore, and Solicitor Gary Swavely. Keith Blankenbiller attended the meeting remotely via Zoom.

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

**APPROVAL OF MINUTES:** Mrs. Mallatratt made a motion to approve the minutes of the May 17, 2023 Business Meeting, 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 \$92,300.91 from the General Fund, \$23,709.33 from the Sewer Plant O&M Fund, and \$3,783.59 from the WWTP Fund, seconded by Mr. Blankenbiller and the motion passed unanimously.

**FINANCIAL REPORTS:** No comments or questions were received concerning the reports. Mrs. Mallatratt made a motion to accept the financial reports as submitted, seconded by Mr. Blankenbiller and the motion carried unanimously.

**COMMENTS FROM THE PUBLIC:** Patty Moyer asked about the digital speed limit sign that the Township purchased and if we had utilized any of the data. Mr. Moore stated that the sign is downloaded once per month and the data file is sent to the PA State Police for their use. Mrs. Moyer asked if the Township felt that the sign was worth the funds used to purchase it and all supervisors stated that it was worth the cost. Mr. Stump added that the sign must be set according to the PennDOT permit locations. Mrs. Mallatratt asked if the sign would be moved to other roads. Mr. Stump stated that he would be moving the sign in the near future.

**SOLICITOR:** No report was submitted

**ADMINISTRATION:** Business Manager presented for adoption, Resolution 2023-05. This resolution would adopt Act 44 of 2009 as it relates to the Township hiring a third party to administer the Township's State Pension Fund. Presently, Hoffman Financial Services is contracted for this service. The Act further states what the vetting process would be in the event that the Township selects a different third-party administrator. Mr. Blankenbiller made a motion to adopt Resolution 2023-05 seconded by Mrs. Mallatratt and the motion carried unanimously.

Mr. Moore presented the extension that was provided by Metropolitan 10, LLC to grant the Township until October 18, 2023 for the board to make its final decision on the project. Mrs. Mallatratt made a motion to accept and approve the extension as presented, seconded by Mr. Blankenbiller and the motion carried unanimously.

Mr. Moore stated that the Township received \$56.28 from a class action lawsuit that was filed against Zoom.

Mr. Moore requested formal ratification of moving the Assistant Secretary position to full time status effective 7/1/23. Mr. Blankenbiller stated that he was in favor of this change with the condition that the Township office would be open 6 hours on a Friday. Both Mr. Stump and Mrs. Mallatratt disagreed on the need to change the office hours. Mr. Blankenbiller stated that he had received calls from residents stating that their questions or concerns could not be addressed due to the office being closed. Mr. Stump and Mrs. Mallatratt both stated that they have not received any complaints that the office is not open on

Fridays. Mrs. Mallatratt further stated that in the event of a true emergency, she and Mr. Moore are available, and Mr. Stump is working on Fridays. Mr. Stump stated that the residents in question or any resident that has a concern or complaint about current office hours should come to a meeting to present their concerns. Mrs. Mallatratt made a comment that the office hours were discussed in an Executive Session and that the consensus was to not move forward to make any office hour changes. Mr. Blankenbiller stated that although it was discussed, he believed that the conversation would be continued. Mr. Stump asked if Mr. Blankenbiller was making his approval of the matter conditional upon a change in office hours. Mr. Blankenbiller stated that he would vote in favor of the matter if the Board would agree to keep the hours discussion open. A motion was made to move the Assistant Secretary position to full-time status effective 7/1/23 by Mrs. Mallatratt, seconded by Mr. Stump. Prior to finalizing the motion, Ruth Ann Moyer stated that she was let go from full-time status in her prior position with the Township and wanted to know if the job duties had changed. Mr. Moore stated that the sewer billing and payment processing will be moving in-house with the August bill production. This will include bill generation, mailing and payment processing. Another resident asked when the residents were going to be notified of this change. Mr. Swavely stated that personnel matters discussed in Executive Session are not subject to disclosure to the general public. He further stated that notification of the position change was what was occurring tonight. Following these comments, the motion carried unanimously.

Mr. Moore presented a waiver request for the Huck/Wark Subdivision plan. Specifically, Section 4-2.A&B which requires a scale of one-inch equals 50 feet. The plan submitted was at a scale of one-inch equals 60 feet. Mr. Blankenbiller made a motion to grant the waiver to Section 4-2. A&B, seconded by Mrs. Mallatratt and the motion carried unanimously. Mrs. Huck asked why the SALDO Ordinance needed to be followed for such a small project. Mr. Swavely stated that the process must be followed in accordance with State law.

Mr. Moore presented a request from the Walnuttown Fire Company to purchase six (6) of the handheld fire radios from the Township at a cost of \$500 each. Mrs. Mallatratt made a motion to approve the sale of six (6) handheld fire radios to the Walnuttown Fire Company for \$500 each and to provide them with a six (6) bank charger at no cost, seconded by Mr. Blankenbiller and the motion carried unanimously.

Mr. Moore presented a contribution request from the Berks County Conservation District for educational programs. After a brief discussion, Mr. Blankenbiller made a motion to approve a \$25 donation to the Berks County Conversation District, seconded by Mrs. Mallatratt and the motion carried unanimously.

A draft of the salt shed building was provided to the Board for review and approval. Mr. Blankenbiller made a motion to approve the drawings as submitted and to select tan siding and brown roof, gutters and spouting for the project. Motion was seconded by Mrs. Mallatratt and the motion carried unanimously.

**PUBLIC SEWER:** No report was provided

**PUBLIC WORKS:** Mr. Stump stated that the pipe replacement at Bull Road was completed, and roadside mowing was continuing.

It was agreed to re-post the dump truck on Municibid to try and sell it with a minimum bid of \$9000. Mr. Blankenbiller made a motion to re-post the truck with minimum bid of \$9000, seconded by Mr. Stump and the motion carried unanimously.

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There also was a brief discussion on looking into a contract for municipal trash collection. Mrs. Mallatratt expressed her concerns on the topic and that she was not in favor of it as it brought more problems than benefits to the Township and she was not willing to increase taxes over trash collection. Mr. Stump stated that he understood the problems but also stated that the current truck traffic is hard on roadways. Following this discussion, it was requested that Mr. Moore send a letter to the trash collection companies currently servicing residents along with a copy of the Township's Noise Ordinance. No further action was taken on the matter.

**SUPERVISORS REPORT:** Mrs. Mallatratt provided an update that the MP3 Board was considering closing Skyline drive during overnight hours from Link Road to the Pagoda. There were still matters to discuss and she would keep residents informed.

**ADJOURN:** Mrs. Mallatratt made a motion to adjourn the meeting, seconded by Mr. Blankenbiller and the motion carried unanimously. Meeting adjourned at 7:50 PM.

Respectfully Submitted,

Jan G Moore

Township Business Manager