

## SUPERVISORS BUSINESS MEETING MINUTES OCTOBER 18, 2023

Mr. Blankenbiller called the meeting of the Alsace Township Board of Supervisors to order at 7:03 PM. Present were Vice Chair Mike Stump, Board Member Kimberly Mallatratt, Township Business Manager Jan Moore, and Solicitor Joan London.

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

**APPROVAL OF MINUTES:** Mr. Sump made a motion to approve the minutes from the September 20, 2023 Business Meeting, seconded by Mrs. Mallatratt and the motion carried unanimously.

Mrs. Mallatratt made a motion to approve the minutes of the October 4, 2023 Workshop meeting minutes, seconded by Mr. Stump and the motion carried unanimously.

**AGENDA CHANGE:** Mr. Blankenbiller requested a motion to add two items to the agenda. Motion was made by Mr. Stump, seconded by Mrs. Mallatratt and the motion carried unanimously.

**AGENDA ITEMS:** Mr. Blankenbiller requested a motion to add Petsch Road and an Executive Session to the agenda. Motion was made by Mrs. Mallatratt to add Petsch Road and an Executive Session to the agenda, seconded by Mr. Stump and the motion carried unanimously.

**PETSCH ROAD:** Mr. Blankenbiller stated that the Township was contacted by two property owners concerning Petsch Road. Following these contacts, Alsace Township had their Solicitor review the documents and to confirm that Petsch Road was in fact vacated over 10-years ago after a vote taken in a public hearing and all required documents were filed accordingly, including with the Office of the Clerk of Courts of Berks County. Per Solicitor London, all documents were recorded timely and properly to legally vacate the road Solicitor London further stated that as such, any disputes are considered a private matter and does not involve the Township

**APPROVAL OF PAYMENT OF BILLS IN THE AMOUNT OF:** Mr. Stump made a motion to approve the payment of bills in the amount of \$96,286.72 from the General Fund, \$22,231.69 from the Sewer O&M Fund, \$2,436.24 from the WWTP fund and \$119,750.30 from the Liquid Fuels Fund, seconded by Mrs. Mallatratt and the motion carried unanimously.

**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. Stump and the motion carried 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 approve the financial reports as submitted, seconded by Mr. Stump and the motion carried unanimously.

**COMMENTS FROM THE PUBLIC:** Glenn Schweikart of 101 Gosling Court discussed an ongoing issue with a burned-out streetlight near his residence. He stated that Met-Ed had been notified on several occasions about the light and he had spoken with a crew that was onsite near the light in question. He also stated that he received a notice from Met-Ed concerning a tree that came down due to a storm and was informed that any clean up of limbs or branches was the responsibility of the property owner. Mr. Moore stated that following discussions with Mr. Schweikart he had contacted Met-Ed about the streetlights and received multiple ticket numbers. Mr. Schweikart mentioned that maybe the Township should send a letter to the PUC concerning the matter or contact local State Representatives about the

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issue. Mr. Blankenbiller stated that the Township would look into the matter including the possibility of drafting a letter to the UC.

William Houser, 305 Chestnut Hill Road presented comments concerning G.H. Harris who is a third party contracted by the Township for the collection of delinquent taxes. Mr. Houser stated that he did not like the correspondence that was provided by G.H. Harris or the tone that was supposedly used during phone conversations. He further stated that he had sent two checks, each in the amount of \$30 and noted on the checks "Payment in Full". Following these payments, he received further notification from G.H. Harris that there was still an amount due. From the documentation provided, G.H. Harris stated that Mr. Houser did not pay the full amount due and subsequently added additional fees onto his outstanding balance. Mr. Houser stated that he felt that the charges and fees being added to his account were unjust. Mr. Blankenbiller requested copies of the documents Mr. Houser presented at the meeting and that the Township would look into the matter and see what the Township can do.

**SOLICITOR:** No report, this was Joan London's first meeting as Solicitor for Alsace Township

**ADMINISTRATION:** Mr. Moore presented the 2024 draft budget. Mr. Moore reviewed the four main accounts and provided an overview of each account. He specifically pointed out several line items that he requested the Board to review as there were some specific expenses related to that particular line item. Mr. Moore also stated that the budget was prepared without any tax increase for 2024. Following his brief discussion, Mr. Moore requested permission to advertise the draft budget as required prior to the final budget approval. Mr. Stump made a motion to advertise the draft budget as presented, seconded by Mrs. Mallatratt and the motion carried unanimously.

Mr. Moore presented the 2024 Municipal Tax Sheet for approval which indicated no tax increase for 2024. Mr. Stump made a motion to approve the 2024 Municipal Tax Sheet, seconded by Mrs. Mallatratt and the motion carried unanimously.

The Oley School District Transportation Department supplied a list as requested indicating the most dangerous stops on Oley Road in numeric order. The most dangerous stop was identified as 536 Oley Road followed by 213 Oley Road and 264 Oley Road. These stops were identified for the purpose of having the Township place School Bus Stop Ahead signs at the locations. Mr. Blankenbiller stated that he would like to table the matter as he would like to speak with the actual bus driver on the route. The matter was tabled until the next meeting.

Mr. Moore presented a request from Oley Township concerning some properties in Alsace Township that applied to be included in the Agricultural Security Area in Oley Township. There is a cost associated with this matter and Oley Township was inquiring if Alsace Township would be willing to incur the cost on behalf of the residents. Mrs. London stated that there is a default procedure, where the property becomes a part of the ASA if no action is taken within 180 days of the application. Mr. Stump made a motion for Solicitor London to contact Oley Township to inquire about the default procedure. The motion was seconded by Mrs. Mallatratt and the motion carried unanimously.

Mr. Moore then introduced Mike Reinert with Technicon to review the request from the Planning Commission to review the Township's current SALDO and Zoning ordinances. Following a brief discussion on this matter, a motion was made by Mrs. Mallatratt to have Technicon prepare a scope of work and cost estimate for performing this task. The motion was seconded by Mr. Stump and the motion carried unanimously.

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**PUBLIC SEWER:** Mrs. Mallatratt stated that she had made some comments to the existing sewer policies. Mr. Moore verified that her comments were not routed to the other board members. Mrs. Mallatratt continued and stated that her comments were added for clarification purposes only and did not change the intent of the existing policy. Mrs. Mallatratt went through her comments. Mrs. Mallatratt stated that any comments should be provided to Mr. Moore 48 hours prior to the next Workshop meeting which is scheduled for November 1, 2023. Mr. Stump made a motion to table the matter until the November 1, 2023 Workshop meeting.

**PUBLIC WORKS:** Mr. Stump stated that all paving has been completed and the company hired to do the work did a fantastic job. Mr. Stump also stated that the salt shed project was moving forward. The cement walls had to cure for 28 days and then the framing would begin.

**SUPERVISORS REPORT:** No reports were provided

**EXECUTIVE SESSION:** Mrs. Mallatratt made a motion to enter Executive Session to discuss a personnel matter, seconded by Mr. Stump and the motion carried unanimously. The Board entered into Executive Session at 7:56 PM.

Mr. Stump made a motion to exit Executive Session and return to the normal business meeting, seconded by Mrs. Mallatratt and the motion carried unanimously. The Board returned to the regular meeting at 8:12 PM.

Mr. Blankenbiller reported that no action was taken on the personnel matter discussed during the Executive Session.

**ADJOURN:** Mr. Stump made a motion to adjourn the meeting, seconded by Mrs. Mallatratt and the motion carried unanimously. The meeting adjourned at 8:15 PM.

Respectfully Submitted,

Jan G Moore  
Alsace Township Business Manager