

Township of Lower Alsace, Berks County, PA
May 9, 2019

The Lower Alsace Board of Supervisors met in regular session on Thursday, May 9, 2019 at 6:30 P.M. in the Township Municipal Building, 1200 Carsonia Avenue, Reading, PA.

I. ATTENDANCE

Board members in attendance included Jim Oswald, John Theodossiou and Todd Weikel. Also in attendance was Homer Williams, Pam and Rick Fowler Township Residents and John Endy, President of Lower Alsace Fire Company as well as Keith Smoker, Reporter from the Reading Eagle.

II. APPROVAL OF THE MINUTES

A motion to approve the minutes of the April 11, 2019 Lower Alsace Township Supervisors' Meeting was made by Supervisor Oswald, seconded by Supervisor Theodossiou and all voted yes to approve.

III. APPOINTMENT

Chairman James Oswald then swore in John Endy, Lower Alsace Fire Company President as John took the Oath of Office for the position of Lower Alsace Fire Police Officer.

IV. SOLICITOR

A. A motion was made by Supervisor Oswald, seconded by Supervisor Theodossiou and all voted yes to approve Ordinance No. #257 Amending the Articles of Agreement of the Central Berks Regional Police Commission as follows:

Subparagraph (a) of Section 4 of the Restated Articles; entitled "Meetings", is amended in its entirety so as to hereafter read as follows: (a) The Commission shall meet as such times as the Commission shall determine. All meetings of the Commission shall be subject to the Sunshine Act of the Commonwealth of Pennsylvania. 2. Subparagraph (b) of Section 4 of the Restated Articles; entitled "Meetings", is amended in its entirety so as to hereafter read as follows: (b) (i) A majority of the members of the Commission entitled to vote, including the non-voting member entitled to vote under subparagraph iii. (1) below, shall be necessary to constitute a quorum for the transaction of business. The acts of a majority of the members present at a meeting; and entitled to vote, shall be the action of the Board. Voting on all questions shall be taken by a show of hands or voice vote, provided, however, that the Chairman may on his own motion or shall, at the request of an member, cause a vote to be taken by roll call. The parliamentary procedure of the Commission shall be governed by Roberts Rules of Order, Revised.

(ii) All voting members of the Board shall be entitled to one (1) vote on any and all matters before the Commission.

(iii) The non-voting member of the Board may participate in all discussions on matters before the Commission; however, the non-voting member may not vote on such matters except as follows:

(1) When a voting member of the non-voting member's appointing Municipality is absent, however, under no circumstances shall a non-voting member have more than one (1) vote

(2) In the event of a tie vote among the voting members; then the non-voting member shall cast the tie breaking vote, however, under no circumstances shall the non-voting member have more than one (1) vote.

3. Subparagraph (j) of Section 6 of the Restated Articles; entitled Finance is amended in its entirety so as to hereafter read as follows:(j) Bank Deposits. All monies of the Commission or Department, from whatever source derived, shall be paid to the Treasurer of the Commission or such other person the Commission may so authorize. Said monies shall be invested pending expenditure in such investments as would be legal investments for a Borough and Township of the Second Class under Pennsylvania Law. The monies of the Commission shall be paid out on the warrant or other order of the Treasurer or of such other person as the Commission may authorize to execute such warrants or order. The Commission may authorize the payment of bills electronically or through credit or debit cards; however, all checks issued by the Commission shall be countersigned by two signatures.

4. Subparagraph (k) of Section 6 of the Restated Articles; entitled Finance is amended in its entirety so as to hereafter read as follows:(k) Annual Report, Audit.

i. By March 15th of each year, the Commission shall file an annual written report with the Municipalities covering its operations and the police work of the Department. At minimum, the report shall summarize the activities of the Department, note any crime trends set forth by municipality and in total, the number and types of incidents and any trends related thereto, make recommendations for improving police service, and propose capital improvements, expenditures, and manpower allocations for subsequent years.

ii. By June 30th of each year, the Commission shall have its books, accounts, and records audited annually by a certified Public Accountant; and a copy of said audit be delivered to the Municipalities. If the Commission fails to make such an audit, then the auditors or accountants designated by any one or all of the participating Municipalities shall be authorized from time to time to examine the books of the Commission and Department, including their receipts, disbursements, sinking funds, investments, and any other matters relating to their financing and affairs. The Municipalities and/or the Attorney General of the Commonwealth of Pennsylvania shall have the absolute right to examine the financial books, accounts, and records of the Commission.”

V. ENGINEER

- A. Joe Rogosky reported that the township's request for waiver of the MS4 Permit requirements is currently under review by the PA DEP.

- B. Joe Rogosky update the board that PennDot's Bridge project for Friedensburg and Antietam Road intersection is proposed for scheduling a public meeting with the Township for final design plan review during the summer of 2019.
- C. Joe Rogosky reported that the Mt. Penn Water Authority's proposed water line replacement project will be delayed which will likely delay the planned construction plans for 2019 until possibly late summer which in turn will provide more time for home owners to get their curb repairs complete, and or street trees trimmed.
- D. At this time the Engineer reviewed the Richard C. and Pamela E. Fowler 2728 Hill Road plan of annexation of .312 Acres from the Wolter Tract located at 25 Wolters Lane. Prior to approving the plan the Supervisors discussed and voted favorably to approve two waivers from the Subdivision and Land Development ordinance of Lower Alsace Township. One was to allow the placement of lot pins in place of the more expensive monuments and the second was that no environmental study would be required for this simple annexation. Supervisor Theodossiou made the motion that was seconded and all voted yes to approve this plan.

VI. MANAGER - TREASURER'S REPORT / LIST OF BILLS

- A. A motion to accept the April 30, 2019 Treasurer's report and approve the payment of the list of bills as presented totaling to \$1,029.61 from the Fire Tax Fund and \$119,574.88 from the General Fund was made by Supervisor Oswald, seconded by Supervisor Theodossiou and all voted yes to approve.

VII. DEPARTMENTAL REPORTS SUBMITTED FOR APPROVAL

A. Central Berks Police Department

1. April report was received
2. Central Berks Codes Department –CBC Administrator Lorah discussed some recommended changes to the Township's rental ordinances. The changes discussed involved the need for written reports from the Central Berks Police Officers for the Codes department when they encounter disruptive tenant issues. Mr. Lorah reported that only half of the rental units show completed lease addendums on file and he is working with Pro-champs and the Codes Officers to get these properties up to date with the paperwork and the rental inspections.

Additionally, the idea to change the rental inspection period and registration for the Pro-Champs third part administration was also discussed.

It was reported by the Codes Administrator and the Township Manager that the annual registration fee and the bi-annual inspection fee has been confusing for the landlords. What is being suggested for 2020 is to require one payment each year to include the inspection fee together with the registration fee.

Additionally the board also agreed with the proposed change from a once every two year inspection to annual inspections for all rental units in the Community.

B. *Sewage Enforcement Officer*

1. April report submitted

C. *UCC and Zoning Officer*

1. April report submitted

VIII. *NEW BUSINESS*

- A. A motion was made by Supervisor Oswald, seconded by Supervisor Theodossiou and all agreed to conditionally approve Resolution 201959 appointing CBIZ InR as Pension Consultant thereby replacing Morgan Stanley for the Township's Defined Benefit and Defined Contribution Pension Plans and to authorize the Township Manager to sign all required documents necessary for the transition of funds.
- B. Supervisor Oswald asked the Manager to evaluate the 2019 budget to determine if there was an ability to purchase a new vehicle to replace the used Crown Vic that was contributed to the Regional Codes program by the township at its inception in 2014. The Supervisors agreed that this was an unplanned budgetary expense and the Police "Codes" budget needs to be updated for 2020 to include realistic items for the Central Berks Codes Department. For now, however the current car is inoperable and costly to repair. Supervisor Oswald presented two Co-Stars contracts as options towards the purchase of a new Ford Escape FWD SUV for the price including amber lighting of \$22,727.67. Several options were discussed regarding leasing verses purchase in 2019 allowing that to be reviewed by the Manager and informing the board of the best route and the purchase would be conditioned upon the vehicle being titled by the Police Commission and become part of their fleet. A motion to approve the purchase in an amount not to exceed the Co-Star's price of \$22,727.67 was made by Supervisor Oswald, seconded by Supervisor Theodossiou and all voted yes to proceed.

IX. *ADJOURNMENT*

Hearing no additional comments, the meeting adjourned at 7:25 PM. The next regular meeting is scheduled for 6:30 PM on May 30, 2019 was cancelled, so the next regular meeting will be on June 13, 2019 at 6:30 PM.

Respectfully submitted,

Terry Styer
Manager, Secretary / Treasurer