

# **Minutes of the Board of Supervisors Meeting Township of Lower Alsace, Berks County, PA June 13, 2024**

The Lower Alsace Board of Supervisors met in regular session on Thursday, June 13, 2024, at 6:30 P.M. in the Township Municipal Building, 1200 Carsonia Avenue, Reading, PA.

## **I. ATTENDANCE**

Board members in attendance included John Theodossiou, Todd Weikel, and Ann Sellers. Other officials in attendance were Central Berks Regional Police Department Chief Ray Serafin, Kelsey Frankowski (as Township Solicitor), Joe Rogosky (as Township Engineer), Homer Williams (representing the Township Planning Commission), Michael Roberts (Antietam School Board President), and Carl Weikel (as Township Road Foreman). Residents in attendance were Matt Piatt (List Road gating proposal), Jason Seel (damage to stone wall at his residence), Alison Seward (Friedensburg Road concerns), Tom Orth (Skyline Drive gate proposal), and Jim Oswald (road concerns). Nonresidents in attendance were Susan Arnold, Marina McGough, Michael Sodl (Engineer, Wilkinson Apex Engineering Group), and Ken Bonkowski, Antietam School District Facilities Manager.

## **II. PRESENTATIONS**

- 1) Chris Turtell, a Partner at Herbein and Company, presented the audited financial statements for the year ended December 31, 2023, along with a summary of the results of the audit. The summary noted that there were minimal journal entries made, no reportable conditions were identified, the auditor's opinion was an unmodified opinion (which is a clean audit opinion), and stable fund balance reserves were noted.
- 2) David Anspach, Capital Projects Manager with the City of Reading, made a presentation on the City's proposal to install gates and guiderails on Skyline Drive, one of which will be installed near the intersection of List Road. After his presentation, he asked that the Supervisors submit a letter of support for the project. The Supervisors conducted a thorough discuss with input from the residents in attendance. Concerns related to snow plowing, leaf cleaning, bike lane issues, and blocking the view from the lookout points on the mountain were discussed. It was agreed that the City look into changing the color of the gate to black and the color of the guiderail to rust color with the Township bearing the cost of the change (subject to approval by the Supervisors). The Supervisors also requested a Maintenance, Repair, and Replacement Agreement to document that all future costs will be borne by the City. A motion to approve the submission of a letter of support, under the conditions that the color of the gate and guiderails match the existing color scheme already used on this road and the approval of the maintenance, repair, and replacement agreement, was made by Supervisor Sellers, seconded by Supervisor Theodossiou, and all voted yes to approve.

- 3) Engineer Michael Sodl made a presentation on the modular units being set up at the former High School. He also presented a request for the Township to vacate a section of Antietam Road at the school. After a brief discussion, a motion to approve advertising the Ordinance to vacate the section of Antietam Road was made by Supervisor Theodossiou, seconded by Supervisor Weikel, and all voted yes to approve. Mr. Sodl also requested relief from the land development process. Engineer Rogosky gave his opinion that the process should not be completely waived, but an abbreviated process should be required covering stormwater management, along with an E&SPC control plan. A motion to approve the abbreviated plan was made by Supervisor Theodossiou, seconded by Supervisor Weikel, and all voted yes to approve.

No presentations were scheduled for this evening.

***III. PUBLIC COMMENT ON AGENDA ITEMS***

In addition to the public comment on the items presented above:

- 1) Jim Oswald inquired as to the status of the electrical work necessary for the generator to be used to fully power the Township building. He also inquired to the current status of the LSA grants the Township had applied for.

No additional public comments were made.

***IV. APPROVAL OF THE MINUTES***

A motion to approve the minutes of the April 11, 2024, Lower Alsace Township Supervisors meeting was made by Supervisor Theodossiou, seconded by Supervisor Weikel, and all voted yes to approve.

***V. ROAD CREW FOREMAN REPORT***

The Road Foreman had nothing to report.

***VI. SUPERVISOR LIASON REPORTS***

- A. Central Berks Regional Police Commission – Supervisor Theodossiou had nothing to report.
- B. Lower Alsace Fire Company – Supervisor Weikel had nothing new to report.
- C. Lower Alsace Ambulance Association – Supervisor Weikel had nothing new to report.
- D. Antietam Valley Recreation Commission – there was nothing new to report.

E. Antietam School District – there was nothing new to report at this time.

**VII. SOLICITOR**

A) The Solicitor stated that she nothing to report which is not on the agenda.

**VIII. ENGINEER**

- A. The Engineer presented a status report on the PennDOT bridge replacement project.
- B. The Engineer discussed the results of the bids received for the proposed 2024 Street and Road Paving projects. The Engineer stated that one bid was received from Construction Masters Services LLC in the amount of \$176,825.75. Mr. Rogosky advised the Supervisors to award the bid. A motion to award the bid was made by Supervisor Theodossiou, seconded by Supervisor Weikel, and all voted yes to approve.

**IX. BOARD AND COMMISSIONS REPORTS**

- A. Planning Hearing Board – the most recent meeting of the Planning Commission was held on May 1, 2024. No new meetings of the Planning Commission have been scheduled at this time.
- B. Zoning Hearing Board – the most recent meeting of the Zoning Hearing Board was held on May 20, 2024. No new meetings of the Zoning Hearing Board have been scheduled at this time.
- C. Antietam Valley Recreation Commission – no report.

**X. MANAGER - TREASURER'S REPORT / LIST OF BILLS**

- A. A motion to approve the April 30, 2024, and May 31, 2024, Treasurer's reports was made by Supervisor Theodossiou, seconded by Supervisor Sellers, the motion carried.
- B. A motion to approve the payment of the list of bills as presented was made by Supervisor Theodossiou, seconded by Supervisor Sellers, the motion carried.

**XI. DEPARTMENTAL REPORTS SUBMITTED FOR APPROVAL**

- A. Central Berks Police Department – the April 2024 and May 2024 report was presented.
- B. Central Berks Codes Department – no report was presented.

- C. *Sewage Enforcement Officer* – the April 2024 and May 2024 report was presented.
- D. *Zoning and Building Code Officer* – the April 2024 and May 2024 report was presented.
- E. *Lower Alsace Township Fire Company* – the March 2024 report was presented.
- F. *Lower Alsace Ambulance Association* – nothing new to report.

**XII. OLD BUSINESS**

- A. An update on the status of the use and occupancy permit application for a property in the 1300 block of Friedensburg Road was presented. All necessary permits have been applied for and approved.
- B. A discussion on the American Rescue Plan Local Funds will need to be scheduled to review projects and outside funding sources which will impact the use of funds.
- C. The Supervisors discussed issues noted at a commercial property in the 1500 block of Friedensburg Road concerning the number of vehicles at the location. The Township Manager presented a letter which had been sent to the property owners. An update on this matter will be presented at the April Supervisors' meeting.
- D. The Police Chief, and Solicitor reported that there have been additional issues related to the commercial property in the 700 block of Brighton Avenue related to the previous concerns of the residents living at this location.
- E. The Supervisors had no other comments or concerns at this time regarding a property in the 1800 block of Friedensburg Road. The issue is being monitored.
- F. The Police Chief and Supervisor Theodossiou presented information on staffing questions related to the codes department administrator position.
- G. The Township Manager provided an update on the status of the property in the 100 block of Midland Avenue.
- H. The Township Manager provided an update on the status of the property in the 800 block of Penndale Avenue.
- I. The Supervisors, Police Chief, and Solicitor discussed the issue of vehicles currently parked in the 900 block of Carsonia Avenue with "For Sale" signs on them. The Solicitor will look into possible legal avenues that could be taken to correct this situation. The issue of the vehicles being in the right of way may be a way to have the vehicles moved.
- J. The Supervisors, Police Chief, and Solicitor discussed the issue of vehicles currently parked in the zero hundred block of Cornell Street.

- K. The Township Manager, Engineer, and Supervisor Weikel discussed the status of the bid specifications to be used for the paving project at the Lower Alsace Fire Company.
- L. The Township Manager mentioned that the Comcast cable franchise fee agreement will be advertised and voted on at the July Township Supervisors' meeting.
- M. The Township Manager provided a status report on the LSA grant applications previously submitted.

**XIII. NEW BUSINESS**

- A. The Township Manager presented a Resolution adopting the Berks County Hazard Vulnerability Assessment and Mitigation Plan for Lower Alsace Township as prepared by the Berks County Department of Emergency Management. A motion to approve the Resolution was made by Supervisor Theodossiou, seconded by Supervisor Weikel, and all voted yes to approve.
- B. The Township Manager presented special event permits for the Pagoda Hillclimb, the Romanian Community Center Events, the Celtic Fest, and the Aldine Avenue 2024 Block Party. A motion to approve the permits was made by Supervisor Weikel, seconded by Supervisor Theodossiou, and all voted yes to approve.

**XIV. PUBLIC COMMENT**

No additional comments were made.

**XV. EXECUTIVE SESSION**

No executive session was held.

**XVI. ADJOURNMENT**

Hearing no additional business, the meeting adjourned at 8:25 PM. The next regular meeting is scheduled for 6:30 PM on July 11th, 2024.

Respectfully submitted,

Don Pottiger, Manager, Secretary / Treasurer