

**TOWNSHIP OF LOWER ALSACE  
SUPERVISORS' MEETING AGENDA  
March 14, 2024**

*John Theodossiou, Supervisor, Chair*  
*Todd Weikel, Supervisor, Vice Chair*  
*Ann Sellers, Supervisor*  
*Kelsey Frankowski, Esq., Township Solicitor*  
*Don Pottiger, Manager/Secretary-Treasurer*

**I. CALL TO ORDER- 6:30 P.M.**

Pledge of Allegiance to the flag

**II. PRESENTATIONS**

A. No presentations scheduled.

**III. PUBLIC COMMENT ON AGENDA ITEMS**

A. None scheduled.

**IV. APPROVAL OF THE MINUTES**

A. Motion to approve the minutes of the February 9, 2024, Lower Alsace Township Supervisors' Meeting.

**V. ROAD CREW FOREMAN REPORT**

**VI. SUPERVISOR LIAISON REPORTS**

A. Central Berks Regional Police Commission – Supervisor Theodossiou.

B. Lower Alsace Fire Company – Supervisor Weikel.

C. Lower Alsace Ambulance Association – Supervisor Weikel.

D. Antietam Valley Recreation Commission – Supervisor Sellers.

E. Antietam Valley School District – Supervisor Sellers.

**VII. SOLICITOR'S REPORT**

A. Solicitor's report to be presented.

**VIII. ENGINEER'S REPORT**

A. Engineer's report to be presented.

**IX. BOARDS AND COMMISSIONS REPORTS**

A. Planning Hearing Board:

- 1) No new meetings of the Planning Commission have been scheduled at this time. The most recent meeting of the Planning Commission was held on November 2, 2022.

B. Zoning Hearing Board:

- 1) No new meetings of the Zoning Hearing Board have been scheduled at this time. The most recent meeting of the Zoning Hearing Board was held on May 17<sup>th</sup>, 2023.

C. Antietam Valley Recreation Commission – no report.

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

A. Motion to accept the February 29, 2024, Treasurer's reports.

B. Motion to approve the payment of the list of bills as presented.

**XI. DEPARTMENTAL REPORTS SUBMITTED FOR APPROVAL**

A. **Central Berks Police Department**

1. February 2024 report.

B. **Central Berks Regional Codes Enforcement Department**

1. February 2024 report.

C. **Sewage Enforcement Officer**

1. February 2024 report.

D. **Zoning and Building Code Officer**

1. February 2024 report.

E. **Lower Alsace Township Fire Company**

1. No new report.

F. **Lower Alsace Ambulance Association**

1. No new report.

**XII. OLD BUSINESS**

- A. Update on the status of the use and occupancy permit application for property on 1300 block of Friedensburg Road – ongoing construction and conversion into apartments. All necessary permits have been applied for and approved at this time.
- B. Update on the status of discussions on potential project for use of American Rescue Plan Local Funds – a discussion needs to be scheduled to review projects and outside funding sources which will impact the use of funds. The deadline for these decisions is December 31, 2024.
- C. Update on the status of property on 700 block of Brighton Avenue – issues with residents living on site. No current issues noted.
- D. Update on the status of property on 1500 block of Friedensburg Road – number of vehicles on property. Please see letter included in packet.

- E. Update on the status of property on 1800 block of Friedensburg Road – rental property concerns. In addition, a resident complaint was received regarding trash. Several site visits took place and video recordings were made covering Old Friedensburg Road and Friedensburg Road. All reported that no issues were found.
- F. Discussion of staffing – road crew and codes personnel staffing.
- G. Update on the status of property on 700 block of Friedensburg Road – to potentially be used by Antietam School District. The School District is still performing its due diligence in assessing the property for potential use.

### ***XIII. NEW BUSINESS***

- A. The fieldwork necessary for the external audit and preparation of the 2023 financial reports by Herbein & Company is progressing and nearing completion of fieldwork.
- B. Review of a proposed Ordinance to approve the adoption of the 2018 International Fire Code and repealing all Ordinances and parts of Ordinances in conflict therewith.
- C. Approval of a motion to advertise the proposed Ordinance adopting the 2018 International Fire Code and repealing all Ordinances and parts of Ordinances in conflict therewith.
- D. Review of a proposed agreement with Hera Registry to provide property registration services for the Township’s foreclosure property registration Ordinance. Hera Registry will be replacing the services formerly provided by Prochamps.
- E. Approval of a motion to ratify the proposed agreement with Hera Registry to provide property registration services for the Township’s foreclosure property registration Ordinance.
- F. Review of a proposed three year agreement with the Commonwealth of Pennsylvania’s Department of Transportation for the mowing and weed maintenance along Carsonia Avenue, Friedensburg Road, and Antietam Road ( all state roads).
- G. Approval of a motion to ratify the three year agreement with the Department of Transportation for mowing and weed control.
- H. Discussion and a motion to approve the special event permit for Antietam Cart Racing for their schedule of 2024 races on High Street.

- I. Discussion and a motion to approve the special event permit for the Gravity Racing League for their schedule of 2024 races on High Street, subject to the Township's receipt of liability insurance coverage which has not yet been renewed. The expiration date of their current policy will provide coverage for race dates prior to the next Supervisors' meeting.
- J. Discussion and a motion to approve the special event permit for the Mount Penn Preserve Partnership for their 2024 concerts to be held at the Reading Liederkrantz.
- K. Discussion and a motion to approve the special event permit for First Baptist Church for the Easter Dawn Service.

***XIV. FINAL PUBLIC COMMENT***

***XV. EXECUTIVE SESSION***

Executive session if necessary.

***XVI. ADJOURNMENT***

The next monthly meeting of the Lower Alsace Township Board of Supervisors will be held on April 11<sup>th</sup>, 2024.