

**TOWNSHIP OF LOWER ALSACE  
SUPERVISORS' MEETING AGENDA  
July 11, 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. None scheduled.

**III. PUBLIC COMMENT ON AGENDA ITEMS**

A. Administering the Oath of Office for new Fire Police.

**IV. APPROVAL OF THE MINUTES**

A. Motion to approve the minutes of the June 13, 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 May 1, 2024.

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 20<sup>th</sup>, 2024.

C. Antietam Valley Recreation Commission – no report.

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

A. Motion to accept the June 30, 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. June 2024 reports.

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

1. No report at this time.

C. **Sewage Enforcement Officer**

1. June 2024 reports.

D. **Zoning and Building Code Officer**

1. June 2024 reports.

E. **Lower Alsace Township Fire Company**

1. June report.

F. **Lower Alsace Ambulance Association**

1. June report.

**XII. OLD BUSINESS**

- A. Update on the status of the bid specifications to be used for the paving project at the Lower Alsace Township Fire Company.
- B. Update on the status of a Letter of Support to the City of Reading to allow the City of Reading to construct a gating system across Skyline Drive in the vicinity of List Road, including an agreement covering repairs, maintenance, and replacement of the gate equipment and all related equipment.
- C. Update on the status of property on 700 block of Brighton Avenue – issues with residents living on site. No current issues have been received by the Township. A phone conference call with representatives of the organization took place to discuss issues and schedule regular follow up discussions.
- D. Update on the status of property on 1500 block of Friedensburg Road – number of vehicles on property. Meeting with owner of property and operator of business to discuss zoning issues. It was agreed to give the owner until July 31 to make significant changes to get into compliance.
- E. 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. Work progresses.

- F. Update on the status of property on 100 block of Midland Avenue.
- G. Update on the status of property on 800 block of Penndale Avenue.
- H. Update on the status of vehicles parked along the 900 block of Carsonia Avenue.
- I. Update on the status of vehicles parked along the zero hundred block of Cornell Street.
- J. Discussion of staffing – update on codes administrator position and road crew position.
- K. Township Manager to provide an update on the status of LSA grant applications for the Lower Alsace Ambulance and for Lower Alsace Township. No updates have been received by the Township from the state.
- L. Update on the status of discussions on potential project for use of American Rescue Plan Local Funds – a discussion is being scheduled to review projects and outside funding sources which will impact the use of funds. The deadline for these decisions is December 31, 2024.

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

- A. Discussion and Motion to Approve Ordinance 2024-2 – Ordinance of the Township of Lower Alsace Authorizing the Execution of a Cable Franchise Agreement between the Township and Comcast of New Mexico / Pennsylvania, LLC.
- B. Discussion and Motion to Approve Ordinance 2024-3 – Ordinance of the Township of Lower Alsace Authorizing the Vacating and Removing from the Topographical Survey of Lower Alsace Township a Portion of Antietam Road as shown on Exhibit A.
- C. Discussion and review of a proposed addition to the Township’s Traffic Ordinance concerning enforcement and the appeals process for motorized devices and all-terrain vehicles.
- D. Approval of a motion to advertise the proposed addition to the Township’s Traffic Ordinance concerning enforcement and the appeals process for motorized devices and all-terrain vehicles.

- E. Discussion of damages incurred to a stone wall along List Road which may have resulted from the traffic detoured during the construction work performed by PennDOT.
- F. Discussion on report filed regarding Air BnB operating on Eagle Lane without proper zoning approval.

***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 August 8<sup>th</sup>, 2024.