

Minutes of the Board of Supervisors Meeting Township of Lower Alsace, Berks County, PA July 11, 2024

The Lower Alsace Board of Supervisors met in regular session on Thursday, July 11, 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, and Ann Sellers. Todd Weikel was excused from the meeting. 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), Robert Mountz (as Lower Alsace Fire Department Fire Chief) Carl Weikel (as Township Road Foreman), and Arthur Kelly (as Central Berks Regional Codes Department Administrator). Residents in attendance were Alison Seward (City of Reading gate installation on Skyline Drive questions) and Adalberto Acevedo (no issue to discuss). Nonresidents in attendance were Jacob and Haley Pinkasavage.

II. PRESENTATIONS

- 1) Supervisor Theodossiou gave the oath of office to 2 newly sworn in fire police officers.

No additional presentations were scheduled for this evening.

III. PUBLIC COMMENT ON AGENDA ITEMS

- 1) Homer Williams and Alison Seward both inquired as to the agenda item which the Supervisors will provide a letter of support for the City of Reading project to install gates on Skyline Drive. One of the gates will be installed at the intersection of Skyline Drive and List Road, which will close Skyline Drive only. The Supervisors and the Police Chief discussed the crime and the property damage occurring on Skyline Drive and stated that these issues are more than the current police staffing can handle in this remote area. The Supervisors and Police Chief discussed the understanding of how and when the system will function, who will have access to lock and unlock the gates, and that the City will be responsible for repairs, maintenance and replacement of the gates.

No additional public comments were made.

IV. APPROVAL OF THE MINUTES

A motion to approve the minutes of the June 13, 2024, Lower Alsace Township Supervisors meeting was made by Supervisor Theodossiou, seconded by Supervisor Sellers, 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 – no report.
- C. Lower Alsace Ambulance Association – no report.
- D. Antietam Valley Recreation Commission – Supervisor Sellers had nothing to report.
- E. Antietam School District – Supervisor Sellers had nothing to report.

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 pre-construction meeting held at the Township office to discuss the 2024 Road Paving Project contract. Representatives from Construction Masters Services (the contractor), along with the Engineer, Township Manager, and Road Foreman were in attendance.
- B. The Engineer discussed damage done to guiderails near Antietam Lake. The Road Foreman will review to see if repairs or replacements will need to be made.
- C. The Engineer discussed the damage to a stone wall along Lewis Road. The damage may have been the result of age and the additional traffic from the detour during the PennDOT bridge project. The wall has crumbled which now leaves a sharp edge at the road paving which could cause vehicles to lose control. The Engineer will meet with a property owner to discuss potential repair options.

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 June 30, 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 June 2024 report was presented.
- B. **Central Berks Codes Department** – the June 2024 report was presented.
- C. **Sewage Enforcement Officer** – the June 2024 report was presented.
- D. **Zoning and Building Code Officer** – the June 2024 report was presented.
- E. **Lower Alsace Township Fire Company** – the June 2024 report was presented.
- F. **Lower Alsace Ambulance Association** – the June 2024 report was presented.

XII. OLD BUSINESS

- A. 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. The Fire Company has a list of various contractors, as well as the contractor who is performing the work for the Township's 2024 Road Paving project. The Board of the Fire Company will solicit quotes for the work based upon the specifications developed between the Lower Alsace Fire Company Chief and the Engineer. Further updates will follow.
- B. A discussion of the Letter of Support to be sent to the City of Reading which expresses the Township's approval of the City project which will install a gate on Skyline Drive near the intersection with List Road, and approval of the agreement

covering maintenance, repairs, and replacement of the gate and all associated equipment, ensued. A motion to approve the Agreement and issuing the Letter of Support was made by Supervisor Theodossiou, seconded by Supervisor Sellers, and all voted yes to approve.

- C. A discussion on the American Rescue Plan Local Funds will be scheduled for the August Township Supervisors' meeting to review projects and outside funding sources which will impact the use of funds.
- D. The Police Chief and Solicitor provided an update on any 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. The Police Chief has reported that there have been continuing issues occurring. The Solicitor and Township Manager will continue to review the status of progress and evaluate if a second group meeting will be needed to review any issues with the operations of this group.
- E. 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.
- F. 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 discussed the results of a meeting with the property owner and business operator, along with the Township's zoning official. The meeting reviewed the violations and needed remedies to the problems mentioned presented a letter which had been sent to the property owners. A timeline for corrections was established and will be monitored. An update on this matter will be presented at the August Township Supervisors' meeting.
- 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 Police Chief and Supervisor Theodossiou presented information on staffing questions related to the codes department administrator position.
- J. The Township Manager provided an update on the status of the property in the 100 block of Midland Avenue. The Township has been in contact with the company overseeing the property to make any needed improvements and find potential buyers.
- K. The Township Manager provided an update on the status of the property in the 800 block of Penndale Avenue. The Township has been in contact with the owners in order to work through any permits repairs, and inspections necessary for the owners property to make any needed improvements and find potential buyers.
- L. 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, Police Chief, and Township Manager are looking into several 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.

- M. The Supervisors, Police Chief, Township Manager, and Solicitor discussed the issue of vehicles currently parked in the zero hundred block of Cornell Street. All of the above are exploring ways to have the transport vehicles moved from Cornell Street. Ways to restrict vehicles parking there for business purposes and limiting the number of vehicles is an option being explored.
- N. The Township Manager, Police Chief, and Township Supervisors introduced the Arthur Kelly, the newly hired Central Berks Regional Property Maintenance Codes Administrator. A discussion on the status of hiring a new full time Road Crew person took place, and the Township Manager and Road Foreman are hopeful to have a decision on a replacement to present to the Supervisors at the August meeting.
- O. The Township Manager provided a status report on the LSA grant applications previously submitted.

XIII. NEW BUSINESS

- A. The Township Manager and Solicitor presented Ordinance 2024-2 – Ordinance of the Township of Lower Alsace Township Authorizing the Execution of a Cable Franchise Agreement between Lower Alsace Township and Comcast of New Mexico/Pennsylvania, LLC., which had been properly advertised. A motion to approve the Ordinance was made by Supervisor Theodossiou, seconded by Supervisor Sellers, and all voted yes to approve.
- B. The Township Manager and Solicitor presented Ordinance 2024-3 – Ordinance of the Township of Lower Alsace Township Authorizing the Vacating and Removing from the Topographical Survey of Lower Alsace Township a Portion of Antietam Road as shown in Exhibit A, which had been properly advertised. A motion to approve the Ordinance was made by Supervisor Sellers, seconded by Supervisor Theodossiou, and all voted yes to approve.
- C. The Township Manager presented a special event permit for the Duryea Hillclimb, subject to final approval by the City of Reading. A motion to approve the permit was made by Supervisor Theodossiou, seconded by Supervisor Sellers, and all voted yes to approve.
- D. The Police Chief reported that he had attended a meeting with several other police department representatives, as well as the Berks County District Attorney, to discuss a draft amendment to the Township's traffic ordinance designed to deal with problems arising from dirt bikes, all terrain vehicles, and similar vehicles which are not registered by the state. The ordinance will also provide guidance on disposition of these vehicles, as well as any appeals process. Both the Police Chief and Solicitor realize that additional changes are necessary to the document. The

revised will be presented to the Township Supervisors at the August meeting to approve the advertisement of the ordinance.

- E. The Township Manager, Solicitor, and Township Supervisors discussed an Air BnB operating on Eagle Lane which has not applied for a Special Exception variance. The Township Manager, Solicitor, and Zoning Official have contacted the owner of the property with a cease & desist order to end these operations until an approved zoning variance can be approved and obtained.

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 7:30 PM. The next regular meeting is scheduled for 6:30 PM on August 8th, 2024.

Respectfully submitted,

Don Pottiger, Manager, Secretary / Treasurer