

Brecknock Township
Board of Supervisors Meeting
September 13, 2016

The regular meeting of the Brecknock Township Board of Supervisors, Lancaster County that was scheduled for September 13, 2016 was held at the Brecknock Township Building, 1026 Dry Tavern Road, Fivepointville. The meeting was called to order by Chairman Jerry Long at 7:00 p.m.

At this time the Pledge of Allegiance took place followed by Roll Call of Officials.

Present were Melvin Boyd, Arthur Zerbe & Jerry Long.

Chairman Long further noted that William Cassidy was present as Township Solicitor and Mike Reinert, Twp. Engineer. Carol Martin, Secretary/Treasurer was absent due to a family emergency.

Community Open Session

David Speece – expressed his concerns over recent zoning hearing for a kennel and what the Township can do to properly regulate or prohibit 'puppy mills' in the Township.

Terry Darrow – asked about whether a snow emergency route or parking restriction had been discussed and adopted by the Township.

Cindy Speece – expressed concerns and questions related to the discussion of the Local Services Tax. Questions included what the impetus of the tax was, how will it be used, who else besides Brecknock Township is implementing this tax currently, are there other avenues or sources of additional revenue that could be looked into besides the tax, and is additional software required to implement it?

Garth Wise – noted that there will be a reassessment performed in 2017 which may increase taxes in the Township.

At this time the board was given an opportunity to make comments in response to the issues presented during the Community Open Session.

A motion to accept the August 9, 2016 Board of Supervisors minutes was made by Boyd and seconded by Zerbe. All in favor, motion was approved.

A motion was made by Zerbe and seconded by Boyd to approve the bills as presented. All in favor, motion was approved.

Roadmasters Report – Andy presented his monthly report and Jerry Long noted the receipt of two estimates to perform frame repairs on the truck. The lowest bid was from Zimm-O- Matic at a cost of \$15,400. A motion was made by Boyd and seconded by Zerbe to award the repair work to Zimm-O-Matic at a cost of \$15,400. All in favor, motion was approved.

At this time the board reviewed the items that needed action on Michael Reinert's Engineers report. The following items were included in the report and/or noted by Mr. Reinert for action:

1. **Elmer Martin SWM** - Issued financial security recommendation letter dated August 30, 2016 in the amount of \$813.20.
2. **Allen Brubaker SWM** – Issued financial security recommendation letter dated August 30, 2016 in the amount of \$2,338.28.
3. **Edwin Leinbach SWM** – Issued financial security recommendation letter dated August 26, 2016 in the amount of \$338.20.

September 13, 2016

4. **Philip Sensenig SWM** – Issued financial security recommendation letter dated August 26, 2016 in the amount of \$240.00.
5. **Amos Good SWM** – Issued financial security recommendation letter dated September 6, 2016 in the amount of \$3,635.00.
6. **Paul Hoover SWM** – Received stormwater management agreement and issued financial security recommendation letter dated August 12, 2016 in the amount of \$2,750.00.
7. **Lowell Sensenig SWM** – Received memorandum of understanding and stormwater management agreement from owner. Issued letter dated September 6, 2016 to establish financial security in the amount of \$2,700.50.
8. **Aaron Zimmerman SWM** – Received memorandum of understanding and stormwater management agreement from owner. Issued letter dated September 6, 2016 to establish financial security in the amount of \$2,200.00.
9. **Marlin Sauder SWM** – Received memorandum of understanding and stormwater management agreement from owner. Issued letter dated September 12, 2016 to establish financial security in the amount of \$2,200.00.
10. **Stoltzfus RV Land Development Plan** – Received and reviewed request for deferral of planning approval to Brecknock Township, Berks County for review and approval of land development partially located in the Township and issued letter dated August 23, 2016 with recommendation of approval.
11. **Millstone Village Phase 2 Subdivision** – Received memorandum of understanding.
12. **Hawk Valley Phase 1 Subdivision** – Received stormwater management and developer's agreement.

A motion was made by Boyd and seconded by Zerbe to accept all Memorandum of Understanding, approve all stormwater management and developer's agreements, approve all financial security recommendations and approve deferral of plan review to Brecknock Township, Berks County for the Stoltzfus RV Land Development as noted by the Township Engineer. All in favor, motion approved.

At this time, Bill Cassidy had one item for his Solicitor's report. At last month's meeting, Mr. Norman Zimmerman requested release of the remaining financial security for his subdivision on Yellow Hill Road since there were no plans to develop the lots in the foreseeable future. The Board authorized Mr. Cassidy to prepare an agreement between the Township and Mr. Zimmerman to release the security provided certain safeguards were established for future purchasers of the undeveloped lots. The agreement was sent to Mr. Zimmerman for review and was returned executed as required. A motion was made by Boyd and seconded by Zerbe to release the remaining financial security for the Norman Zimmerman Subdivision with the receipt of the signed agreement. All in favor, motion was approved.

A motion was made by Zerbe and seconded by Boyd to accept the Roadmaster, Engineer, SEO & Zoning reports as presented. All in favor, motion approved.

PARK & RECREATION Nothing to report.

OLD BUSINESS Nothing to report.

NEW BUSINESS

A motion was made by Boyd, seconded by Zerbe to adopt Resolution 2016-8 for the streetlight petition for Hawk Valley Phase 1 Subdivision. All in favor, motion approved.

(Carol M. was present at this time)

Jerry Long provided explanation of the Local Services Tax that he would like the Township to consider implementing as a means to increase tax revenue to the Township. The tax is assessed to employees who work at businesses located in Brecknock Township with a maximum tax of \$52 per year to an employee. Jerry made a motion to table and discuss at a future meeting. Hearing no second the motion died.

At a previous meeting Arthur brought up that we need to start thinking about getting the garage doors replace. He stated at that time, that we are losing a lot of heat through the current doors. Three written quotes were received (Shank Door, Rissler Garage, Overhead Door Company) After some discussion a motion was made by Zerbe and seconded by Long to authorize the replacement of the first three doors from Shank Door at the total cost of \$4,571.00 (includes (3) doors, installation, removing old doors and disposing, and a one year warranty). Motion was approved by Zerbe and Long. Boyd voted no stating he felt all 7 doors should be done at once.

Carol provided the Board of Supervisors with a memo requesting permission to switch accounting software. Current software has been giving her a lot of extra hours and work over the last several years (needs to do A LOT of manual work, software is not reliable) as well as the current software's service contracts have been rising and becoming very costly and their support is not good at all. Carol feels the best solution if switching to QuickBooks. There are many other municipalizes that use it and they recommend it stating it's very user friendly program which will save dollars in labor after a learning curve. Carol is also requesting permission to retaining Consultant Mary Coble, to assist in getting everything set up. Mary comes recommended by PSATS and has helped another neighboring municipality who also highly recommends using Mary for the initial set up. Mary will only be used at a limited basis and only when necessary. A motion was made by Boyd and seconded by Zerbe to authorize the switch to QuickBooks, the purchase of the software, necessities to get the program running, and to retain Mary Coble for assistance on a limited basis. All in Favor, motion was approved.

A motion was made by Boyd to adjourn at 8:18 pm Long seconded. All in favor, motion approved.

Respectfully Submitted,
Michael L. Reinert, P.E.
Township Engineer
&
Carol Martin
Secretary/Treasurer