

**TOWNSHIP OF BERN
BERKS COUNTY, PENNSYLVANIA**

November 6, 2023

SUPERVISORS MEETING

SUPERVISORS PRESENT: Irene Reed, Chairman
Dr. Boyd Wagner, Supervisor
Brian Eveland, Supervisor
Daniel Tobias, Supervisor
Jeffrey Thompson, Supervisor

STAFF PRESENT: Brian Potts, Township Manager
Diane DeJesus, Secretary/Treasurer
Brett Forry, Chief of Police
Keith Mooney, Esquire
Kent Morey, Engineer
Bradley Pflum, Code Enforcement

CALL TO ORDER-PLEDGE OF ALLEGIANCE

Mrs. Reed called the meeting to order at 7:00 p.m.

CONSENT AGENDA

Dr. Wagner moved to approve the Consent Agenda, as presented, which included the minutes of the October 3, 2023 Supervisors Meeting, and to accept the finance report, subject to audit and approve payment of bills on the list, seconded by Mr. Thompson. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried.

FINANCE REPORT

Balances as of November 6, 2023: General Fund: \$2,495,862.51, State Account: \$296,912.84, PLGIT: \$71,182.32, Certificate of Deposits: \$569,506.17, Expenses: \$82,896.86. Treasurer's Report accepted subject to audit.

PUBLIC COMMENT

None.

ORDINANCES/ RESOLUTIONS

Discussion / Approval of ARP Expenditure Resolution for Additional Architectural and Engineering Design Costs for Building Addition- Mr. Thompson made a motion to approve the ARP Expenditure Resolution for the additional architectural and engineering design costs for the building addition; Dr. Wagner seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried.

Discussion / Approval of ARP Expenditure Resolution for Police Special Services Unit- Mr. Thompson made a motion to approve the ARP Expenditure Resolution for the Police Special Services Unit; Dr. Wagner seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried.

Discussion / Approval of ARP Expenditure Resolution for Additional Civil Engineering Design Costs for Building Addition- Mr. Thompson made a motion to approve the ARP Expenditure Resolution for additional civil engineering design costs for the building addition; Dr. Wagner seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried.

Discussion / Approval of ARP Refund Resolution for Case Wheel Loader Purchase- Mr. Thompson made a motion to approve the ARP Expenditure Resolution for the Case Wheel Loader Purchase; Dr. Wagner seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried.

Discussion / Approval of ARP Expenditure Resolution to Purchase 2023 Case Model 590SN Backhoe- Mr. Thompson made a motion to approve the ARP Expenditure Resolution to purchase the 2023 Case Model 590SN backhoe; Dr. Wagner seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried.

Discussion / Approval of Resolution to Award Construction Contracts for Police Department Building Addition- Mr. Potts stated Mr. Leinbach from AEM Architects has prepared the resolution and Atty. Mooney has reviewed it. Dr. Wagner made a motion to approve the Construction Contracts Resolution to award; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried.

TOWNSHIP MANAGER

Mr. Potts provided his report to the Board and informed them that during construction the police department would have to relocate to either temporary trailers in the parking lot or the meeting room. The cost of the temporary trailers would be \$7,225.00 to \$ 11,404.00 and would not include utilities or restrooms. The meeting room could be utilized, but all meetings would have to be relocated for 4 to 6 months. Dr. Wagner asked if the room could be divided. After discussion, the overall preference would be to relocate the police department to the meeting room. Mr. Potts and Chief Forry will continue to work on the details.

PUBLIC SAFETY & SERVICES

Fire Company

Mount Pleasant and Union provided their reports. Terry Royce, Greenfields Fire Chief, provided the report.

Emergency Medical Services

Western Berks provided their report.

Emergency Management

Mr. Hinkle provided his report to the Board and mentioned being able to access the building after hours and residents voting if the police department moves into the meeting room temporarily.

Mr. Hinkle also advised the Board that all participants in the Blue Marsh Emergency Management Agency have agreed to join on January 1, 2024, and a meeting is scheduled in December.

PSAT has asked Mr. Hinkle to run a statewide conference on Emergency Management.

Discussion / Approval to Authorize Adjustments to Fire Assignment Cards- Mr. Hinkle stated that the run card adjustment recommendations are valid, but require discussion. Mr. Potts and Mr. Hinkle will meet to discuss the recommendations.

Police Department

Chief Forry provided his report to the Board.

Discussion/ Approval to Send Police Officer to Internal Affairs Investigation Training- Chief Forry requested a motion to approve sending Detective Santos to Internal Affairs Investigation Training from February 12, 2023, through February 13, 2023. The cost is \$425.00 which is available in the training budget. Dr. Wagner made a motion to approve sending Detective Santos to Internal Affairs Investigation Training; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried.

Discussion/ Approval to Ratify Wyncote Foundation Grant Check- Chief Forry requested a motion to ratify accepting a grant from the Wyncote Foundation. Mr. Thompson made a motion to ratify accepting the grant from the Wyncote Foundation; Dr. Wagner seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried.

Discussion/ Approval to Authorize Release of Chief Forry's Letter to the Berks County Commissioners- Chief Forry request a motion to approve his letter of support to the Berks County Commissioners to reopen the youth detention center located in Bern Township. Dr. Wagner made a motion to approve Chief Forry's letter of support; Mr. Tobias seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried.

Discussion/ Approval to Promote Officer Edwin Noll to Administrative Sergeant- Chief Forry requested a motion to approve promoting Officer Edwin Noll to the Administrative Sergeant Position effective immediately. Mr. Eveland made a motion to approve promoting

Officer Edwin Noll to the Administrative Sergeant position; Dr. Wagner seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried. Chief Forry recognized Officer Noll for his service and accomplishments and presented him with a Certificate of Promotion.

Discussion/ Approval to Assign Fire Police for Kris Kringle Run on December 21, 2023-

Mr. Thompson made a motion to assign fire police to the Kris Kringle Run on December 31, 2023; Dr. Wagner seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried.

Discussion / Approval to Purchase Body-Worn & In-Car Cameras through Grant-

Dr. Wagner made a motion to approve the purchase of body-worn and in-car cameras through a grant; Mr. Tobias seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried.

Discussion / Approval to Accept Monetary Donation to Police Escrow Fund-

Chief Forry requested a motion to accept a monetary donation to the Police Escrow Fund. Dr. Wagner made a motion to accept a monetary donation to the Police Escrow Fund; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried.

PLANNING/ZONING/CODE ENFORCEMENT

Engineer

Mr. Kent Morey provided his report to the Board.

Planning Commission

HNT Engineering & Surveying – Buckeye Pipeline “Node”- Mr. Heath Machamer from HNT Engineering and Mr. Bob Shumulski from G&T Industries were present to discuss issues for G&T and Garage Strength resulting from the Buckeye Pipeline Node in the radius of the entrance to G&T. The Buckeye Pipeline Node exists in the Township right-of-way causing G&T to be unable to complete their entrance improvements and G&T would like the Township to ask Buckeye to move the node so they can complete their obligations. Atty. Mooney stated that he is not aware that the Township can do that and he advised Atty. Sterns, attorney for Garage Strength, that he would need to be presented with a statute or case law stating the Township has that right and then he will look into it.

Discussion / Approval of Building H Escrow Release-

Mr. Potts stated Mr. Morey has reviewed the request and recommends an amount of \$281,485.00 be released with a remaining balance of \$2,854,000.00. Mr. Thompson made a motion to approve the Building H escrow release; Dr. Wagner seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried.

Discussion / Approval of Yocum Stormwater Agreement-

Mr. Potts stated Mr. Morey has reviewed the Yocum stormwater plan and recommends approval subject to the November 3,

2023 review letter. It does not require a signed agreement. Dr. Wagner made a motion to approve the Yocum stormwater plan subject to the November 3, 223 SSM review letter; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried.

Mr. Pflum asked if he could issue the driveway permit and Mr. Morey stated yes.

Time Extensions

None.

Code Enforcement

Mr. Pflum submitted his report to the Board.

Discussion / Approval to Refund Mechanical Permit Fee to 1216 Upper Van Reed Road- Dr. Wagner made a motion to refund the \$75.00 mechanical permit fee to 1216 Upper Van Reed Road; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried.

Atty. Mooney asked if he was supposed to attend the Harry O'Neill Zoning Hearing on behalf of the Township. The Supervisors stated he did not need to attend.

STORMWATER MANAGEMENT

MS4 Stormwater Report

Mr. Potts stated there was nothing to report.

ROAD DEPARTMENT

Mr. Potts provided his report to the Board.

Discussion / Approval to Accept Bid for 1981 Miller Trailer- Mr. Potts stated the winning bid was \$4,355.00 and requested a motion to accept the bid. Dr. Wagner made a motion to accept the bid for the 1981 Miller trailer; Mr. Thompson seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried.

Discussion / Approval to Advertise to Purchase Grapple Bucket- Mr. Potts requested a motion to advertise to purchase of a grapple bucket since they are not sold on state contracts. Mr. Thompson made a motion to advertise to purchase a grapple bucket; Dr. Wagner seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried.

Discussion / Approval to Sell 2009 Backhoe- Mr. Thompson made a motion to approve selling the 2009 Backhoe; Dr. Wagner seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried.

SEWER/ WATER/ BERN TOWNSHIP MUNICIPAL AUTHORITY

Mrs. Reed stated there was nothing to report.

SOLID WASTE ADVISORY COMMISSION

Mr. Thompson stated there was nothing to report.

ADMINISTRATION

Discussion / Approval to Advertise 2024 Budget- Mr. Potts stated that the final budget draft is \$5,535,840.00 which includes a .374 mil overall tax increase. Mr. Thompson made a motion to advertise the 2024 Budget; Dr. Wagner seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried.

Discussion / Approval to Accept Proposal for Auditing Services- Mr. Potts sent out seven requests for proposals to auditing/ CPA companies and only received one quote from Maillie, LLP at a total cost of \$18,250.00. The Supervisors inquired how long the quote is good for. Mr. Potts responded ninety days. The discussion was tabled until next month.

Discussion / Approval to Ratify CD Re-Investment- Mr. Potts stated that the rates received from Vist and Riverfront were both 5.25%, but since the CD is currently with Vist it will stay there. Mr. Tobias made a motion to ratify the CD re-investment; Dr. Wagner seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried.

Discussion / Approval to Hire Employment Search Firm- Mr. Potts recommended hiring Ever Kind to search for administrative hires. The cost is \$100.00 per hour. Mr. Thompson made a motion to approve hiring the employment search firm Ever Kind; Dr. Wagner seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried.

Discussion / Approval of Expected Pension Plan Interest Percentage- Mr. Potts stated that the current expected interest earned on the pension plan is 7.5%. Mr. Ron Bittner performed an analysis to see what additional funds would need to be put into the pension plan if it was a lower percentage. The additional amount would be \$212,651.00 in 2025. Mr. Potts recommended leaving the interest rate alone because of the current market. Mr. Thompson made a motion to approve the expected pension plan interest percentage; Dr. Wagner seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried.

Discussion / Approval of Appointment to the Zoning Hearing Board- Mr. Thompson made a motion to appoint Chris Becker to the Zoning Hearing Board; Dr. Wagner seconded. YES: Dr. Wagner, Mr. Eveland, Mr. Tobias, Mr. Thompson, and Mrs. Reed. Motion carried.

Next Meeting: Tuesday, December 5, 2023 at 7:00 PM.

Mrs. Reed adjourned the meeting at 8:05 p.m. for an executive session. No action will be taken after the executive session.

Respectfully submitted,

Diane DeJesus,
Secretary/ Treasurer

