

**BETHEL TOWNSHIP  
BOARD OF SUPERVISORS  
MINUTES  
November 20, 2017**

The Bethel Township Board of Supervisors meeting was called to order by Chairman Jacob Meyer at 7:00 p.m. in the Bethel Township Meeting Room, Bethel PA.

Attending the meeting were Jacob Meyer, Mike Graby and Carl Kauffman III. Also in attendance were Solicitor, Eugene Orlando Jr., Engineer, Gary Kraft and Township Manager Jayne Seifrit. Several interested residents were in attendance.

**Public Comment on Agenda**

**Hearing of Visitors**

**Approval of Minutes**

Mike Graby made a motion to approve minutes from October 16, 2017, seconded by Jake Meyer. All agreed. Motion carried. Mike Graby made a motion to approve minutes from October 24, 2017 hearing, seconded by Jake Meyer. All agreed. Motion carried. Mike Graby made a motion to approve minutes from October 24, 2017 meeting, Jake Meyer pointed out a couple of errors and/or typos, those being: in the 483 Airport Road section he did not make the motion and second the motion, Jayne looked and Mike Graby seconded the motion, in the section under Engineer Report in should be “is” in Gary Kraft asked for clarification.., seconded by Carl Kauffman. All agreed. Motion carried. Mike Graby made a motion to approve minutes from October 25, 2017 with the correction to delete EMS in the section under Community Fire Company of Frystown, seconded by Jake Meyer. All agreed. Motion carried. Mike Graby made a motion to approve minutes from October 26, 2017 budget meeting, seconded by Carl Kauffman. All agreed. Motion carried.

**Supervisors Comments**

Carl Kauffman – nothing at this time

Jacob Meyer – Jake Meyer read the Thank You note from Pat Dundore about the event held by the Recreation Board at the Frystown Park.

Mike Graby – nothing at this time

**Police Department Report – Chief Ryan Murphy**

Incidents Assigned	20	Misc. Complaints	49
Criminal Arrests	01	Non Traffic Citations	00
Traffic Citations	32	Parking Tickets	00
Follow Up Investigations	02	Phone Assignments	29
Non Reportable Accidents	03	Reportable Accidents	04
Motorist Assists	06	Traffic Stops	19
Fire & EMS Advisories	14	Other Law Agency Assists	22
Alarms	03	Security Checks	05
School Detail	18	Vehicle Maintenance	03

Court Appearances	01	Subpoena Service	00
Warrants	00	Warnings	02

Report totaled 201 activities, 2517 mileage was noted. Full copy of the report will be filed with the official minutes.

Chief Murphy stated the Explorer had a recall and it is fixed.

**Emergency Management Coordinator - Randy Behney**

Randy Behney stated he attended training and they recommend Townships have an Ordinance on their books so properties can be entered without a hassle in the event of an emergency.

Randy Behney reported he and his wife witnessed a 4 wheel drive jeep enter 501 from the closed section of Brown Road, turn around in the Valero Station and go back down the closed section of Brown Road. The Township may want to think about placing something at the closed section to deter this activity. There are other tracks on the berm indicating this was not the only vehicle or time this has happened.

Meeting December 13, 2017 at 7:00 pm for further discussion on Act 172

**Road Master Report – Pete Davis**

Daub Rd – Pete Davis stated he looked at the section in question (small section from Brown Rd. heading south to I-78). He recommends the Township vacate it and also Redwood Dr. Jake Meyer stated we need to keep in mind what is best for the residents.

Old Route 22 – A resident emailed the Board concerning the poor condition of the road and asked when repairs would be made. Jake Meyer said Old Route 22 has 6 bridges on it and the cost of the repairs to just the bridges could be 3 million dollars. We don't have those kinds of funds; we need to just go through the process with Penn DOT.

Schubert Rd – Pete Davis stated they should be done on Schubert Rd by the end of next week. He stated they built a shoulder alongside of the road near 960 Schubert Rd.

Pete Davis said they will be transitioning to leaf removal once Schubert Road is completed.

**Solicitor – Eugene Orlando Jr**

Act 44 – Eugene Orlando stated the Act 44 Resolution is dealing with procurement of professional services for pension plans. Once the Resolution is adopted, section six outlines additional items that need to be completed. The Board is looking over for next meeting.

**Engineering – Gary Kraft**

Musser – nothing at this time

Sheetz – Gary Kraft stated they did submit reports of the monitoring, there are no fluctuations noted. They will stop monitoring and move toward proving compliance with plan.

**Municipal Authority – Carl Kauffman III**

Carl Kauffman stated there is nothing to report.

### **Library Board – Mike Graby**

Mike Graby stated there are three people resigning. There is also a meeting with the architect on Wednesday. They also stated they are receiving some donation money.

Quarterly Report – Jayne stated the report is due prior to our next meeting. Jake Meyer made a motion authorizing Chairman to sign the report, seconded by Mike Graby. All agreed. Motion carried.

### **Recreation Board – Mike Graby**

Mike Graby made a motion to have Chairman sign the agreement to have DeVon Henne provide the service for project on Airport Road and send deposit of \$2,500.00. Carl Kauffman asked if there were other quotes received. He was told three were received. Carl Kauffman asked why this is needed. Gary Kraft explained it would be doing topographical and boundary delineation which is useful when they move forward with laying out the proposed uses. The motion was then seconded by Carl Kauffman. All agreed. Motion carried.

Mike Graby stated the Tree Lighting Ceremony is set for November 26, 2017 at 7:00 pm.

### **Environmental Advisory Council – Jake Meyer**

Jake Meyer reported there was not a quorum.

### **Unfinished Business**

Welcome Sign – Jake Meyer asked if the Board wants to move forward with signs, whether they are electronic or basic signs. How many are needed and do we want a combination of basic and electronic. The Board will think about it.

Policy revisions – Jake Meyer stated he participated in a webinar, and said he learned that he still has work to do on what he thought was almost finished.

Act 172 – December 13, 2017 at 7 pm

Weidner Bridge – Township received the report from Ludgate Engineering. Gary Kraft was asked for his opinion. He said it is pretty straight forward; showing the road as is, is not favorable for big truck traffic.

Rec Board Member – Jayne said Sherrie Glass expressed an interest in serving.

Planning Commission Member – Jake Meyer stated Brian Bauer would serve. He is going to get the contact information for Brian Bauer.

Recycling – Jayne asked for permission to put the recycling application on our website and for the Board to allow the sale of the key fobs for the program happening in Upper Tulpehocken Township. Mike Graby made a motion authorizing the information to be placed on our website, seconded by Carl Kauffman. All agreed. Motion carried. Carl Kauffman made a motion authorizing sale of key fobs for the program, seconded by Mike Graby. All agreed. Motion carried.

Act 209 – Jodie Evans gave a couple of dates that work for her. The Board looked at the dates and came up with meeting her on December 20<sup>th</sup> at 9 am, along with Gary Kraft. Jayne will contact her to firm up the meeting.

### **New Business**

Appoint Secretary Treasurer – Mike Graby made a motion to appoint Jayne Seifrit for Secretary Treasurer, seconded by Carl Kauffman. All agreed. Motion carried.

Hourly wage - Jayne stated she received a letter stating the Board was doing away with the Township Manager position on November 10<sup>th</sup>, the same letter appointed her Township Secretary. Jayne stated the Township needs to appoint a Treasurer. Verbally she was told the pay would be \$18.00 an hour. Jayne stated on November 14 she received a letter back dated to November 10, 2017 still removing the Township Manager position but instead appointing her to the Township Secretary Treasurer position at the same \$18.00 per hour. Jayne requested a \$5.00 per hour increase. The Board convened an executive session for personnel at 7:55 pm.

The Planning Commission opened their meeting at 8:08 pm. The Board of Supervisors reconvened their meeting after the Planning Commissions meeting at 8:52 pm.

Carl Kauffman made a motion setting the hourly rate for Secretary Treasurer at \$20.00, seconded by Mike Graby. Mike Graby and Carl Kauffman agreed. Jake Meyer opposed. Motion carried.

Resolution for the Bank- Jake Meyer made a motion to authorize signing of the Resolution 2017-34, seconded by Mike Graby. All agreed. Motion carried.

Budget 2018 – Jayne stated the budget has been changed in the police health care section as Chief Murphy went from a spousal plan to a family plan. That also changed the line item of reimbursement 365 and the amount in section 392. The total budget proposed is \$1,276,456.00. Jake Meyer made a motion authorizing advertising the proposed 2018 budget, seconded by Mike Graby. All agreed. Motion carried.

Resolution appointing Chief Administrative Officer – Eugene Orlando ask the Chairman to call an executive session for personnel. Executive session called at 8:59 pm. Reconvened at 9:12 pm. Carl Kauffman made a motion to remove the Township Manager position, seconded by Mike Graby. All agreed. Motion carried. Carl Kauffman made a motion to appoint Jake Meyer the Chief Administrative Officer, seconded by Mike Graby. All agreed. Motion carried.

#### **Zoning Officer – Robin Royer**

Robin Royer stated 9190 Old Route 22 called her and explained the parking area has been expanded by accident. Carl Kauffman made a motion authorizing Robin Royer to pursue compliance with the recorded plan for 9190 Old Route 22, seconded by Jake Meyer. All agreed. Motion carried.

8541 Old Route 22 – Driveway issue, Jayne sent a letter asking about the driveway improvements. The owner sent a letter trying to explain. The letter brought up other issues concerning truck parking. Robin Royer sent a letter explaining what needs to happen to be in compliance. She has not heard anything from the owner. She will give them until next meeting then see what the Board wants to do if no action in the meantime.

1069 Meckville Road – Robin Royer stated there are tires in the middle of a field. Mike Graby made a motion authorizing Robin Royer to check into the tire issue, seconded by Jake Meyer. All agreed. Motion carried.

Robin Royer stated she has not been able to get out to 9555 Old Route 22 in the day time.

#### **New Business continued**

Who's Who of Bethel Township. People need to be contacted to see if they are still willing to serve, or the Board would like to replace.

Member's terms are up end of 2017:

Planning Commission	Lee Groff, he said he would continue to serve as long as it is permissible in light of the fact he will be on the Board of Supervisors in January. He was told it is not a conflict and may serve on both.
Zoning Hearing Board	Carl Kauffman Jr
Municipal Authority	Dave Younker
Recreation Board	Dale Light
Environmental Advisory Council	Daphne Meyer, Jake Meyer stated he has checked with his wife and she is willing to stay on the EAC.
Vacancy Board	Gerald Seiler

Transportation Advisory Committee members Jayne explained going forward with Act 209 revisions the committee needs to be put together. It was the Planning Commission and the following people. It needs to have realtors and builders on the committee.

Adele Stupp, Realtor  
Sharon Sapp, Realtor  
Linda Althouse, Realtor  
Joshua Sweinhart, Builder

Auditor – need two, depending on results of election, nothing from Election Board

Flood Plain Administrator – for 2018 is required

Letter concerning truck traffic on Rt 645 – The Board read the letter and discussed, but they are not sure what can be done. The Board will think about it and report back in December.

Act 42 – Resolution not allowing category 4 casinos in Bethel Township. Jake Meyer made a motion to adopt Resolution 2017-36, seconded by Mike Graby. All agreed. Motion carried.

Sewer Gases in the Township Office ladies room – There was discussion on what might be the trouble. Jake Meyer made a motion to contact Mitch Keath, seconded by Mike Graby. All agreed. Motion carried. Carl Kauffman will contact Mitch Keath.

Proclamation School Choice Week – Carl Kauffman made a motion to approve proclamation for school choice week January 21-27, 2018, seconded by Mike Graby. All agree. Motion carried.

Proclamation Safe Digging – Jake Meyer stated we received information to participate in a proclamation for safe digging. There was no action taken to participate.

Resolution for Midway Industrial South (sewage plan) – Mike Graby made a motion to adopt and approve Secretary to sign documents, seconded by Jake Meyer. All agreed. Motion carried.

Boot Camp – Mike Graby made a motion to approve paying for Boot Camp for Lee Groff at \$149.00, seconded by Jake Meyer. All agreed. Motion carried.

Resolution for 2018 – Jayne asked if there any changes for the Resolution for 2018 it would be communicated prior to the resolution being prepared for the reorganization meeting.

**Payment of Bills**

Payment of bills from the general fund from check 33039– 32068 and street light 183 Mike Graby made a motion to approve payment of the bills, seconded by Carl Kauffman. All agreed. Motion carried.

**Public Comment**

A resident was present to make the Board aware of speeding on Schubert Rd. There was already a child hit on the road. They walk and ride bikes and are afraid there will be more accidents. The Board said they can put lines down on the road and have the police patrol the area.

Herb Zechman commented about the mud on Midway and Old Route 22 from the warehouse. Mike Graby said a street sweeper was out there earlier today and the roads look good.

Donald Daub commented on the muddy ponds on Reber's property on Midway Road. Gary Kraft stated the Conservation District is already aware of the issue.

Larry Schmehl is asking the Board to consider giving the new combination to the emergency gate to Sean McDermit as he has equipment to help in the event there is an issue on Airport Road.

Larry Schmehl is suggesting the Township keep the recycling here two days a week with it being monitored by volunteers or employees. He is afraid the Township will become littered with trash.

Larry Schmehl stated he believes there should be a rule requiring the storage of tires in a building. The accumulation of tires on several properties in the Township is not acceptable.

Lee Groff asked the Board why they got rid of the Township Manager position. Carl Kauffman stated the Board feels there are two Supervisors available so another supervisory position is not needed.

**Adjourn**

A motion was made by Mike Graby, seconded by Carl Kauffman to adjourn the meeting. Meeting adjourned at 10:19 p.m.

Respectfully Submitted

Jayne K Seifrit, Township Secretary