

**Bethel Township
Board of Supervisors
Meeting held July 13, 2023**

The Bethel Township Board of Supervisors met on July 13, 2023, in the Township meeting room 6:00 PM. In attendance and voting were Supervisors: Chairwoman Robbi Lane, Vice Chairman Michael Graby and Supervisor Jay Bicksler.

Also present were Township Solicitor Elizabeth Magovern; Township Engineer Jeff Steckbeck; Chief Murphy; Township Secretary Bobbi Westhafer, Assistant Secretary/Treasurer Bobbi-Jo Peiffer

CALL TO ORDER

Chairwoman Lane called the meeting to order at 6:00 PM.

The meeting continued with the Pledge of Allegiance.

PUBLIC COMMENT ON AGENDA ITEMS Nothing at this time

ACTIONS FROM PLANNING COMMISSION Nothing at this time

APPROVAL OF MINUTES

Vice Chairman Graby made a motion to approve the minutes from the June 8, 2023 Board of Supervisors meeting. The motion was seconded by Supervisor Bicksler and passed unanimously (3-0).

SUPERVISORS COMMENTS

Chairwoman Lane advised there was an executive session held on for personnel reasons all three members were in attendance.

POLICE DEPARTMENT REPORT – Chief Murphy

Chief Murphy read the July 2023 Police Report as follows:

Mileage	4718	Fuel	249.534 Gallons
Domestics	04	Thefts	04
Traffic Citations	68	Non-Traffic Citations	00
Warnings	40	Criminal Arrest	01
Phone Assignments	15	Parking Tickets	00
Residential/Commercial Alarms	04	Reportable Accidents	03
Non-Reportable Accidents	06	Reckless Driver Complaints	04
Motorists Assists	06	Traffic Stops	88
Fire & EMS Advisories	33	Other Law Agency Assists	14
Suspicious Situations	02	Disorderly Incidents	14
Miscellaneous Complaints	25	Court Appearances	07
Repos	-	School Zone	04
Follow up		Security Checks	-

EMERGENCY MANAGEMENT COORDINATOR REPORT – Brian Blouch

Nothing at this time

PUBLIC WORKS DEPARTMENT – Michael Graby

Vice Chairman Graby informed attendees that the John Deere Tractor that was previously broken down is now fixed.

SOLICITOR’S REPORT – Elizabeth Magovern

Nothing at this time.

ENGINEER’S REPORT – Jeff Steckbeck

Engineer Steckbeck’s report dated July 13, 2023.

1) Roads & Transportation Capital Improvements Plan

- a) *Route 501 & Airport Road Intersection Realignment Project* – H.O.P. application has been reviewed by PennDOT, and comments are being addressed.
- b) *Midway Road improvements on south side of I-78* – Survey work was completed, and design drawings are underway.
- c) *2023 Paving Projects* – Pennsy Supply has a target start date of August 16th for the paving work on the 7 roads discussed previously.
- d) *Martha Drive Reconstruction* – Bids were received and opened this morning at 10:00 a.m. We received 5 bids, see attached bid tabulation. The low bidder was Kinsley

Construction, with a total bid price of \$754,036.00. They are a responsible and reputable contractor in the area, and we recommend awarding the project to them accordingly.
Motion to award bid package to Kinsley in the amount of \$754,036.00 made by vice chair Graby. Supervisor Bicksler seconded the motion all agreed and the motion carried. (3-0)

2) Bridges

- a) *Old Rt 22 bridge east of Gravel Pit Road* – SESI survey work has been completed. Geotech consultant, ECS, has completed their fieldwork and report. Design drawings are underway.
- b) *Old Rt 22 bridge, east of Midway Road* – SESI survey work has been completed. Geotech consultant, ECS, has completed their fieldwork and report. Design drawings are underway.

3) Drainage

- a) Nothing new to report.

4) Zoning

- a) We continue to work with Robin when she consults with SESI.

5) Conditional Uses and Hearings

- a) No active conditional use applications or hearings.

6) Subdivision / Land Development Applications Under Review

- a) *Country Cottage Gardens* – Revised Final Plan was previously conditionally approved. Still waiting on Applicant to comply with conditions, sign agreements, and provide financial security.
- b) *550 & 551 Brown Road* – Revised plan was reviewed, and a comment letter was issued on July 11. The Planning Commission did not meet on July 11. Plan will be discussed at the August PC meeting.
- c) *MB Investments (Route 645 warehouse project)* – PennDOT Traffic Impact Study still underway. No updates at this time.
- d) *R/LP Martha* – Still monitoring Applicant's completion of the 10 conditions of Final Plan Approval. Applicant has received plan approvals from the water and sewer authorities. PennDOT permit application to extend the sewer line has been filed.
- e) *R&L Carriers* – Supervisors did not receive a time extension request from the Applicant prior to your June meeting and voted to reject the plan at that meeting. No further updates at this time.
- f) *Airstate Group* – Final plan was recorded, and construction is commencing. No further updates at this time.

7) Subdivision / Land Development Inspections

- a) *Central Logistics West Run* – Maintenance bond reduction to \$15,000. Repair work is still pending for one section of depressed concrete apron in roadway.
- b) *Helena Ag* – Site work is approximately 99% complete. Awaiting as-built and request for release of financial security. Owner is contemplating a change in building size and location. This would necessitate a drainage pipe relocation.

- c) *Bethel Business Park Lots 4 & 5* – Warehouse is complete and as-built drawings were received. Inspections have been performed, and we recommend the release of the financial security in the amount of \$642,036.00.
- d) *Hoover Well Site* – Construction is underway. DEP permit application for new well pending.

8) Recreation, Parks, Open Space

- a) *Airport Road Park* – Remaining \$2,000 being withheld for pavilion was paid to contractor, as previously approved. Ceiling was installed in the pavilion by Dutchman. Will be receiving quotes for clearing from Rec Board selected contractors. Bid documents for pickleball courts will be prepared after site clearing work is completed.
- b) *Frystown Park* – Paving work has been completed by Construction Masters Services, Inc. Fence installation is scheduled to be completed by tomorrow. Pickleball court surface must be installed at least 2 weeks after paving, no target date for this work yet. Retaining wall is damaged and falling apart, consider change order or new contract. Will contact Don Almond.

9) Library Project

- a) Pay Application #5 received. Work completed is outlined on pay application.
- b) SESI has performed inspections and verified the amount of work identified on the pay application has been performed. We recommend payment in the amount of \$195,206.29 to Arthur Funk and Sons.
- c) Construction progress meetings are being held every two weeks.
- d) Senator Gebhard's office attended Tulpehocken Township Supervisors meeting last month and requested that they participate in funding the project. Supervisor Deck expressed support and willingness to fund new signs, which may include a large digital sign along the roadway.

10) Act 537 - Sewer Planning

- a) DEP Planning Module to expand the public sewer service area for the Route 645 corridor immediately north of I-68 is nearing completion. Modules 4a and 4b have been submitted to Berks Planning and Bethel Planning for review and comments. Once responses received, a Resolution of Approval will be presented to Board of Supervisors for approval.

LIBRARY BOARD

Building renovation project -

Motion to approve the payment for the Library Project – Contractor Invoice in the amount of \$195,206.29.

Motion to approve invoice to Arthur Funk and Sons in the amount of \$195,206.29 by Supervisor Graby. The motion was seconded by Supervisor Bicksler and passed unanimously (3-0).

Motion to amend the agenda to add invoice from APR Supply by Supervisor Graby. The motion was seconded by Supervisor Bicksler and passed unanimously (3-0).

Motion to approve the payment for the Library Project – Contractor Invoice in the amount of \$17,022.48.

Motion to approve invoice to APR in the amount of \$17,022.48 for HVAC system by Supervisor Graby. The motion was seconded by Supervisor Bicksler and passed unanimously (3-0).

RECREATION BOARD

Airport Road Park – Motion to approve Dutchman Construction to install a ceiling for a proposed cost of \$7,800.00. SESI obtained an alternative proposal and that quote came back at \$22,500.00

Motion to approve Dutchman quote made by Supervisor Graby. The motion was seconded by Supervisor Bicksler and passed unanimously (3-0).

Frystown Road Park – Motion to approve invoice from Constructions Masters Services for Fencing \$11,125.00.

Motion to approve Constrictions Masters invoice for \$11,125.00 made by Supervisor Graby. The motion was seconded by Supervisor Bicksler and passed unanimously (3-0).

UNFINISHED BUSINESS

Nothing at this time.

OLD BUSINESS

NEW BUSINESS

Bethel Park Rental

Motion to approve Bethel Park Rental for July 15, 2023 made by Supervisor Graby. The motion was seconded by Supervisor Bicksler and passed unanimously (3-0).

Bethel Park Rental

Motion to approve Bethel Park Rental for July 22, 2023 made by Supervisor Graby. The motion was seconded by Supervisor Bicksler and passed unanimously (3-0).

National Night out Fireworks Display

Motion to approve fireworks display for NNO on August 1, 2023 by Supervisor Graby. The motion was seconded by Supervisor Bicksler and passed unanimously (3-0)

Joint Comprehensive Plan with Jefferson and Tulpehocken Twp plan on meeting for a roundtable discussion to explore this more, talk about the pros and cons, etc.

Motion to approve the round table discussion made by Supervisor Graby. The motion was seconded by Supervisor Bicksler and passed unanimously (3-0)

TREASURER'S REPORT

The Board was provided the Treasurer's Report for July 13, 2023 and a list of all checks written between meetings also.

Vice Chairman Graby made a motion to approve the payment of the treasurer's report. The motion was seconded by Supervisor Bicksler and passed unanimously (3-0).

MOTION TO APPROVE PAYMENT OF BILLS

Vice Chairman Graby made a motion to approve the payment of the bills. The motion was seconded by Supervisor Bicksler and passed unanimously (3-0).

PUBLIC COMMENT ON NON-AGENDA ITEMS

ADJOURNMENT OF THE MEETING

Vice Chairman Graby made a motion to adjourn the meeting at 6:27 PM. The motion was seconded by Supervisor Bicksler and passed unanimously (3-0).

The next scheduled regular meeting is to be held on Thursday, August 10, 2023, at 6 PM.

Respectfully Submitted,

Bobbi Westhafer
Secretary, Bethel Township

