

**Bethel Township  
Board of Supervisors  
Meeting held November 9, 2023  
Meeting was recorded**

The Bethel Township Board of Supervisors met on November 9, 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 and several interested residents

**CALL TO ORDER**

Chairwoman Lane called the meeting to order at 6:11 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 chair Graby made a motion to amend the minutes from the October 12<sup>th</sup> meeting to change the date to October 12<sup>th</sup>, 2023 and change the verbiage on Dennis Seiverling comment to say at instead of on 419 and old 22 the motion was seconded by Supervisor Bicksler and passed unanimously (3-0)

Vice Chairman Graby made a motion to approve the minutes from the October 12<sup>th</sup>, 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 October 12<sup>th</sup>, 2023 at 5:30pm for personnel reasons all three members were in attendance.

Crime alert Berks County is asking for a donation in 2023. Motion to approve donation in the amount of \$500.00. Vice Chairman Graby made a motion to approve the \$500.00 dollar donation to Crime alert. The motion was seconded by Supervisor Bicksler and passed unanimously (3-0).

Brake retarder discussion for Route 183 on top of the mountain. Steckbeck Engineering commented and said that brake retarders cannot be on a slope greater than 4%. Solicitor Magovern recommended BOS to contact senator Gebhard's office to see if there is anything they can do at the state level since it is a state road. Ditch Discussion for 120 Dove Road. The resident contacted the township office about 10 years ago regarding water issues. The resident said they were not assisted with the water runoff issues that still remain. BOS recommended Public Works take a look at the issue next week.

2023 CPA Audit. Vice Chair Graby made a motion to allow HVML Law to advertise the CPA appointment of the 2023 audit. The motion was seconded by Supervisor Bicksler and the motion passed unanimously (3-0).

Public works comments:

We had winter maintenance on vehicles and equipment.

There were stop signs that were damaged and stolen that were replaced.

Christmas tree will be November 26<sup>th</sup>, 2023

Supervisor Bicksler's discussion on vacating portion of old route 22. He went out to the property and spoke to the neighbors. Steckbeck engineering drafted a survey and sent the survey to HVML to prepare the documents needed to vacate the property.

**POLICE DEPARTMENT REPORT – Chief Murphy**

Chief Murphy read the October 2023 Police Report as follows:

Mileage	4034	Fuel	260.275 Gallons	Domestics
03	Thefts	04		
Traffic Citations	57	Non-Traffic Citations	01	
Warnings	20	Criminal Arrest	05	
Phone Assignments	07	Parking Tickets	09	
Residential/Commercial Alarms	07	Reportable Accidents	02	
Non-Reportable Accidents	10	Reckless Driver Complaints	02	
Motorists Assists	10	Traffic Stops	61	
Fire & EMS Advisories	37	Other Law Agency Assists	14	
Suspicious Situations	12	Disorderly Incidents	17	
Miscellaneous Complaints	17	Court Appearances	03	
Repos	-	School Zone	00	
Follow up		Security Checks	-	

**EMERGENCY MANAGEMENT COORDINATOR REPORT – Brian Blouch**

Nothing at this time

**PUBLIC WORKS DEPARTMENT – Michael Graby**

Nothing at this time

**SOLICITOR'S REPORT – Elizabeth Magovern**

*Nothing at this time*

## **ENGINEER'S REPORT – Jeff Steckbeck**

### **Engineer Steckbeck's report dated November 9, 2023.**

#### **1) Roads & Transportation Capital Improvements Plan**

- a) *Route 501 & Airport Road Intersection Realignment Project* – Traffic engineer ELA Group, is working on responses to PennDOT's tedious comments.
- b) *Midway Road improvements on south side of I-78* – Survey work was completed, and design drawings are underway. Wetlands study completed. Proposal for east side guard rail reconstruction obtained. Bidding documents for west side guard rail are being developed.
- c) *2023 Paving Projects* – Responding to PennDOT Charlie Paris comments.
- d) *Martha Drive Reconstruction* – Construction work is complete. Reviewing contractor's application for payment.
- e) *Fristown Road speed control project* – PennDOT application for approval of radar detector speed signs is ready for Chairwoman's signature

*Vice Chair Graby made a motion to approve and sign PennDOT documents needed. The motion was seconded by Supervisor Bicksler and passed unanimously (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. Wetlands study completed. Design drawings are in process.
- b) *Old Rt 22 bridge, east of Midway Road* – SESI survey work has been completed. Geotech consultant, ECS, has completed their fieldwork and report. Wetlands study completed. Design drawings are in process.

#### **3) Drainage**

- a) *Martin Forestry – Burkholder SWM Easement Agreement* hand delivered to Burkholder. Awaiting response. Paperwork dropped off at the township building the day of the meeting. *Vice chair Graby made the motion to begin to have SESI handle the paperwork. The motion was seconded by Supervisor Bicksler and the motion passed unanimously (3-0).*

#### **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. NO CHANGE IN STATUS IN THE PAST 6 MONTHS. Contacted Zook's engineer and requested that he expedite widening of the driveway.
- b) *550 & 551 Brown Road* – Revised plan was reviewed, and a comment letter was issued on July 11. The Applicant provided a 6-month time extension through January 2024. No response to our review letter has been received. NO CHANGE IN STATUS.

- c) *MB Investments (Route 645 warehouse project)* – PennDOT Traffic Impact Study comments received from PennDOT. Applicant's traffic engineer is working on revisions. Study recommends construction of a traffic signal at intersection of Route 645 at Central Boulevard.
- d) *RLP 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* – Applicant is preparing to submit a new application with new filing fees.

## **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) *Airstate Group* - Construction is underway, approximately 75% complete.
- d) *Musser Ag (Bordner Road)* – Site work is substantially completed. Awaiting request for financial security reduction or release.
- e) *Sheetz* – SWM revisions completed. BCCD has performed inspection and approved the revisions. Awaiting Sheetz engineer to file BCCD Notice of Termination along with as-built drawing prior to recommendation for release of financial security.

## **8) Recreation, Parks, Open Space**

- a) *Airport Road Park* – Clearing of area for construction of pickle ball courts is pending.
- b) *Frystown Park* – Pavilion roof replacement is pending.

## **9) Library Project**

- a) Pay Application #8 received. This has been forwarded to the Library Board for payment from the DCED grant funds. Project is approximately 80% complete.
- b) Front section demolition, subfloor utilities, roofing, windows, doors complete. Framing nearly complete. Mechanical and electrical rough-ins underway.
- c) HVAC mechanical work in front section is nearly complete.
- d) Construction progress meetings are being held every two weeks. Reports and pictures are available to Supervisors upon request.

## **10) Act 537 - Sewer Planning**

- a) DEP Planning Module work is still underway. Some design changes of the route of the piping are under consideration. Awaiting two developers to provide information for environmental investigations and water supply sources.
- a) HVAC mechanical work is well on its way to completion. APR Supply Company has submitted its pay application for July in the amount \$10,330.92. We have inspected this work, find it to be in order, and recommend payment in this amount.

## **LIBRARY BOARD**

### ***Building renovation project -***

Motion to approve the payment for the Library Project – Contractor Invoice in the amount of \$10,193.91.

*Motion to approve invoice to APR Supply for HVAC by Vice Chair Mike Graby. The motion was seconded by Supervisor Bicksler and passed unanimously (3-0).*

### **RECREATION BOARD**

Frystown pavilion – Quotes will be needed to completely replace the roof.

### **UNFINISHED BUSINESS**

Nothing at this time.

### **OLD BUSINESS**

Nothing at this time.

### **NEW BUSINESS**

### **TREASURER’S REPORT**

The Board was provided the Treasurer’s Report for September 14th and a list of all checks written between meetings also.

### **MOTION TO APPROVE PAYMENT OF BILLS**

*Supervisor Bicksler made a motion to approve payment of the bills. The motion was seconded by Chairwoman Lane and passed unanimously (2-0).*

### **PUBLIC COMMENT ON NON-AGENDA ITEMS**

Gerald Bender asked when the street light on 645 will be fixed. Secretary Bobbi Westhafer has reached out to PennDOT but has not heard back from them as of yet.

### **ADJOURNMENT OF THE MEETING**

*Vice Chair Graby made a motion to adjourn the meeting at 6:45 PM. The motion was seconded by Supervisor Bicksler and passed unanimously (3-0).*

**The next scheduled regular meeting is to be held on Thursday, December 14, at 6 PM.**

Respectfully Submitted,

Bobbi Westhafer  
Secretary, Bethel Township

