

**Bethel Township  
Board of Supervisors  
Meeting held June 8, 2023**

The Bethel Township Board of Supervisors met on May 11, 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.

*Vice Chairman Graby made a motion allowing the agenda be amended. The motion was seconded by Supervisor Bicksler and passed unanimously (3-0).*

*Vice Chairman Graby made a motion to amend the agenda to correct the date from May 10<sup>th</sup> to May 11<sup>th</sup>. The motion was seconded by Supervisor Bicksler and passed unanimously (3-0).*

**PUBLIC COMMENT ON AGENDA ITEMS** Nothing at this time

**ACTIONS FROM PLANNING COMMISSION**

**APPROVAL OF MINUTES**

*Vice Chairman Graby made a motion to approve the minutes from the May 11, 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.

Chairwoman Lane stated there is a police vehicle that was taken out of service and will transfer to Brian Blouch for township use.

*Motion made by Chairman Graby to transfer the vehicle to Brian Blouch EMA Coordinator. The motion was seconded by Supervisor Bicksler and passed unanimously (3-0)*

Supervisor Bicksler stated the secretaries completed their probationary period and are due an \$1.00/hr increase.

*Motion made by Chairman Graby to ratify the pay increase for Bobbi Jo Peiffer and Bobbi Westhafer. The motion was seconded by Supervisor Bicksler and passed unanimously (3-0).*

Supervisor Graby stated that Samsung Warehouse haven't mowed their banks and also R&L carriers have not mowed or weed wacked.

*Motion made by Supervisor Bicksler to authorize Bobbi Westhafer to send a letter to Samsung and R&L carriers to clean up rubbish. The motion was seconded by Supervisor Graby and passed unanimously (3-0).*

**POLICE DEPARTMENT REPORT – Chief Murphy**

Chief Murphy read the May 2023 Police Report as follows:

Mileage	5090	Fuel	325.377 Gallons
Domestics	03	Thefts	06
Traffic Citations	241	Non-Traffic Citations	02
Warnings	73	Criminal Arrest	01
Phone Assignments	08	Parking Tickets	01
Residential/Commercial Alarms	06	Reportable Accidents	05
Non-Reportable Accidents	11	Reckless Driver Complaints	05
Motorists Assists	04	Traffic Stops	196
Fire & EMS Advisories	34	Other Law Agency Assists	06
Suspicious Situations	14	Disorderly Incidents	10
Miscellaneous Complaints	31	Court Appearances	06
Repos	00	School Zone	26
Follow up	06	Security Checks	02

**EMERGENCY MANAGEMENT COORDINATOR REPORT – Brian Blouch**

Nothing at this time

**PUBLIC WORKS DEPARTMENT – Michael Graby**

Vice Chairman Graby informed attendees that the road crew has been working on the following projects:

State road mowing season has begun but the mower is currently waiting on parts.

## SOLICITOR'S REPORT – Elizabeth Magovern

Nothing at this time.

## ENGINEER'S REPORT – Jeff Steckbeck

### **Engineer Steckbeck's report dated June 8, 2023.**

#### 1) Roads & transportation capital improvements plan

- a) Route 501 & Airport Road intersection re-alignment project - PennDOT H.O.P. application is still under review.
- b) Midway Road improvements on south side of 1-78: survey work is completed and the design drawings are underway.
- c) 2023 paving projects: Pennsy Supply Company representative Dave Cavanaugh informed me today that work is scheduled to begin right after the July 4<sup>th</sup> holiday. Signs will be erected.
- d) Martha Drive reconstruction: we met at the site with Recon to refine the scope of work. Bid documents are being finalized and the project will be on PennBID next week. We would like the Supervisors to consider a special meeting prior to July 1<sup>st</sup> to review bids and make award. This will allow the long lead item "Mix Design" to be prepared and approved to assure all work can be completed prior to the October paving closing date.

June 29<sup>th</sup>

#### 2) Bridges

- a) Old Rt 22 bridge east of Gravel Pit Road: SESI survey work has been completed. Geotech consultant ECS has completed their field work (drilling and soil sampling) the week of May 18<sup>th</sup>. The laboratory analysis and report preparation should be completed soon.
- b) Old Rt 22 bridge, east of Midway Road: SESI survey work has been completed. Design drawings are underway.

#### 3) Drainage

- a) Nothing new to report

#### 4) Zoning

- a) Work with Robin when she consults with SESI.
- b) Assisted solicitor with zoning review of the Schubert Road townhouse proposal.

#### 5) Conditional Uses and Hearings

- a) No active conditional use applications or hearings.

#### 6) Subdivision / Land Development Applications Under Review

- a) Country Cottage - revised Final Plan was conditionally approved. Waiting on applicant to comply with conditions, sign Agreements and provide

- financial security.
- b) 550/551 Brown Road — review of revised plan is underway. Will be discussed at PC meeting next week.
- c) MB Investments — Route 645 warehouse project - PennDOT Traffic Impact Study underway.
- d) RLP Martha — monitoring applicant's completion of the 10 conditions of Final Plan Approval. BCCD approval of NPDES permit still pending. BTMA approval still pending.
- e) R&L Carriers — PennDOT site meeting on April 25<sup>t</sup> resulted in R&L's agreement to divert all site traffic to the new driveway access onto Route 645. Brown Road will no longer be used for employee site access. We are awaiting revised drawings. Supervisors will need to receive a time extension from the applicant prior to the June 8<sup>t</sup> meeting, or if none is received, the Supervisors should plan on voting to reject the plan at that meeting.
- f) Airstate Group — final plan was recorded. Construction is commencing.

#### 7) Subdivision/Land Development Inspections

- a) Central Logistics West Run — Maintenance bond reduction to \$15,000. Repair work 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 of a building size and location. This would necessitate a drainage pipe relocation.
- c) Bethel Business Park Lots 4 & S - warehouse is complete. As-built drawings received. Awaiting request to release financial security.
- d) Hoover Well Site — construction work underway. DEP permit application for new well pending.

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

- a) Airport Rd Park - bids for pickleball courts will be received in the future after site clearing work is completed.
- b) Airport Rd Park — awaiting quotes for clearing from Rec Committee selected contractors.
- c) Frystown Rd Park -Pickleball court construction underway by Construction Masters Services, Inc.

#### 9) Library Project

- a) The rear building addition is now under roof. HVAC roof units installed. Roofing is underway. The roof on the old library building will be removed and replaced at same time that the rear addition is being rooved. Rear drywall is complete. Painting is imminent.

- b) Construction progress meetings are being held every two weeks.
- c) Contractor application for payment #4 received in amount \$314,903.23. Project budget still stands at \$1,966,000. (\$1,607,000 general construction, plus \$182,000 HVAC, plus 10% contingency). Funding is set at \$2.1 million. (\$1.3 million Township; \$0.5 million DCED grant; \$0.3 million library donation funds).
- d) HVAC Contractor invoices received for \$35,409.23 for equipment and \$33,297.00 for V" installation.
- e) Developer North Point and tenant Romark have provided a 53' long trailer for use by library to store furniture, books, etc. for the duration of the construction project.
- f) Senator Gebhardt's office attended Tulpehocken Township Supervisors meeting this month and has 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

DEP planning module to expand the public sewer service are for the Route 645 Corridor immediately north of I-78 in 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 \$314,903.23.

*Motion to approve invoice to Arthur Funk and Sons in the amount of \$314,903.23 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 \$68,706.21.

*Motion to approve invoice to APR in the amount of \$68,706.21 for HVAC system by Supervisor Graby. The motion was seconded by Supervisor Bicksler and passed unanimously (3-0).*

**RECREATION BOARD**

*The matter was addressed under Engineer Steckbeck's June report.*

**UNFINISHED BUSINESS**

Nothing at this time.

## **OLD BUSINESS**

## **NEW BUSINESS**

### Bethel Park Rental

*Motion to approve Bethel Park Rental for June 17 made by Supervisor Bicksler. The motion was seconded by Chairwoman Lane and passed unanimously (3-0).*

### Frystown Park Rental

*Motion to approve Frystown Park Rental for June 25 made by Supervisor Graby. The motion was seconded by Supervisor Bicksler and passed unanimously (3-0).*

### CM High Inc – Traffic Signal Preventative Maintenance Agreement

*Motion to approve agreement from July 1, 2023 – June 30, 2024 by Supervisor Graby. The motion was seconded by Supervisor Bicksler and passed unanimously (3-0)*

### 121 Airport Road – Ag Security Area

*Motion to approve acknowledging receipt by the Board of Supervisors made by Supervisor Graby. The motion was seconded by Chairwoman Lane and passed unanimously (3-0)*

### Union Fire Co of Bethel – Friends helping friends benefit ride

*Motion to approve the closure of the alleyway and fire police presence 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 June, 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 6:41 PM. The motion was seconded by Supervisor Bicksler and passed unanimously (3-0).*

**The next scheduled regular meeting is to be held on Thursday, July 13, 2023, at 6 PM.**

Respectfully Submitted,  
Bobbi Westhafer  
Secretary, Bethel Township