

Michael Stump, Chairman of the Board, called the meeting of the Alsace Township Board of Supervisors to order at 7:00 pm. Also present were Vice Chairman Sam Mallatratt, Member David Barth, Kimberly Mallatratt, and Solicitor Gary Swavely. The meeting was held at the Alsace Township Municipal Building. Mr. Stump led the Pledge of Allegiance.

**MINUTES:** Sam Mallatratt made a motion to approve the minutes from the September 19, 2018 meeting, David Barth seconded, and the motion was approved.

**PUBLIC COMMENTS:**

Mr. Mallatratt read a prepared statement regarding the current state of the Fire Company.

Mr. Wayne Becker, Jr., - Liaison for the Alsace Manor Fire Company offered the following comments. Mr. Becker stated that in August was the first time in the previous meeting minutes that there was mention that the Supervisors provided authorization for Mr. Gary Swavely to contact both the PA Fire Commissioner and the PA Attorney General's office. Mr. Becker also stated at the 8/15/18 meeting when the motion was made to de-certify the Fire Company that it was stated that there were many additional issues beyond financial discrepancies which were read at the meeting. Mr. Becker then stated that the Alsace Manor Fire Company is doing everything that they can to ensure public safety and they have complied with the Business Manager's request for Knox Box keys and dry hydrant key so that there is access for all responding companies to the dry hydrants located in the Township. A radio was also requested and has been provided to the Township Supervisors to maintain public safety. Mr. Becker then also requested open dialogue moving forward to bring change to the current situation.

Mary Lou Kline – Ms. Kline asked about the Animal Rescue League. The Business Manager explained that the Township currently donates \$2,500 to the Animal Rescue League. The ARL has now developed a contract priced at \$2.00 per capita. This would raise Alsace Township's fee to over \$7,000 per year. Ms. Mallatratt is currently attending several meetings with both the ARL and the CELG to discuss the issue further and she explained the content of several meetings she has recently attended.

Ms. Kline then asked about the new hire for the Township. She asked if the hourly rate was stated during the meeting. Ms. Kline was told that this information is in the minutes. She also asked about the salary for the newly appointed Fire Marshal. Ms. Kline was informed that this is currently an unpaid position.

Ms. Kline then stated that the Business Meeting Minutes for December 2017 are not posted on the internet. The Business Manager stated she would review that and correct that issue.

Ms. Kline stated that the first time that she saw the word "de-certify" was in the August 15, 2018 meeting minutes. She believes that de-certification was an extreme move. Mr. Swavely explained that de-certification was brought up to Ms. Becker during an earlier meeting with the Fire Company Board and the Township's desire not to go down that road. He further explained that this meeting was attended by the Fire Company Board, the Township Business Manager, David Barth and himself. Ms. Kline then asked if what was said was that if the Fire Company didn't provide what was requested, they would be de-certified. Mr. Swavely stated that this was not the statement that was made and that we were looking for cooperation at that meeting. Ms. Kline then clarified that this was not a public meeting and the public was being affected.

Kelly Brown – Ms. Brown questioned the dates of the meeting minutes and stated she believed the Supervisors knew that there was an investigation pending when the bank statements were turned over to the Supervisors in September. Ms. Brown further stated that Mr. Stump had said that the Supervisors would try to have the bank statements reviewed within two weeks. Ms. Brown further pointed out several items that were not in the meeting minutes. Mr. Stump explained that the meeting minutes are only required to be a record of the events of the meetings, votes, and actions. The meeting minutes are not transcripts of the meetings. Ms. Brown then stated that in 2016 it was discussed about putting the meeting recordings online since there is so much that is discussed. Mr. Swavely stated that the recordings will not be put on-line as they are not public records.

Ms. Brown then asked what the Business Manager does that is different than Mary Ann Fieux. Mr. Stump then explained that Ms. Mallatratt is managing the Township and writing grants, negotiating contracts, managing the healthcare system, sitting on Boards, representing the Township, working directly with the Township Solicitor, managing the financial records among other items.

Keith Blankenbiller – Mr. Blankenbiller asked what the grant money was for. Mr. Stump explained it is Low Volume Road grant money which is being used for Sommers Road.

Darlene Bartsch – Ms. Bartsch asked where the Fireman's Relief Association distribution went for 2018. Mr. Becker, the Relief Association Treasurer, answered the question and stated that as the Alsace Manor Fire Company is currently de-certified, the check could not be made to that organization. The check must go to the current, certified, active fire companies for the Township and that the Supervisor's had the full authority to distribute the funds in this manner.

**SOLICITOR'S REPORT:** Mr. Swavely had nothing.

**ADMINISTRATION:**

- Health Insurance – Ms. Mallatratt presented the three options for health insurance for the Township employees. Quotes have been obtained for three different healthcare options. Following a brief presentation a motion was made to select Highmark Blue Shield as the provider for 2019 at a savings of \$31,000 from the current plan. After several brief questions from the Supervisors, Sam Mallatratt made the motion to accept the Highmark Blue Shield insurance plan, seconded by Dave Barth, and the motion carried. A question was asked from the public regarding who was insured under this plan. It was stated that only full-time employees of the Township are covered.
- Oley Valley Youth League Donation request. A letter was received from the OVYL. Following a brief discussion, the item was tabled until the next meeting.
- Tax Collector potential laptop purchase. Mr. Stump asked if this was a legal responsibility of the Township. Ms. Mallatratt responded that it was not a legal responsibility. In anticipation of the meeting, Ms. Mallatratt reached out to several surrounding Townships regarding their covered items for the Tax Collectors. Several of the municipalities supply computers, and several do not. She stated that required materials are paper, supplies, postage which are reimbursable items. Ms. Mallatratt stated that the Township pays for a telephone line at \$40.00 per month, an email address, a rent-free office for sitting hours, use of the Township mailing address,

bonding, free use of the copy and fax machine. Mr. Barth stated that the Tax Collector is a paid, elected, position. Mr. Barth stated that since this an elected position, and not appointed, that a computer is the responsibility of the individual holding that position. Mr. Mallatratt concurred with that position. A motion was made by David Barth that the Township will not purchase a computer for the Tax Collector and that the computer purchase is not eligible for reimbursement from the Township. The motion was seconded by Sam Mallatratt. Ms. Ruth Ann Moyer then had a comment that there has always been a computer in the Township for the Tax Collector during her tenure as well as for the previous several Tax Collectors. When Ms. Moyer had the Township position as the Assistant Secretary/Treasurer, that all information was put onto one machine and that the other computer was thrown out. She further stated that she understands that other Townships do not always supply computers. Ms. Moyer stated that she wants to be able to print bills when she has sitting hours. Ms. Mallatratt clarified that it was the understanding of the office that Ms. Moyer only needed to access two websites in order to perform her Tax Collector duties during sitting hours. Ms. Moyer confirmed that was correct. Ms. Mallatratt stated that as long as a computer can access the WiFi available in the Township building, that she would be able to access those websites. The Township is also able to be sure that Ms. Moyer can access a printer for bill printing purposes. Mr. Blankenbiller also asked about the phone lines and how many are coming into the Township. Ms. Mallatratt stated there are four phone lines – two which are answered, a fax line and the Tax Collector line. The Tax Collector line is currently being forwarded to Ruth Ann Moyer's cell phone but will remain an asset of the Township. Following a further brief discussion the vote was taken and passed unanimously.

**SUPERVISORS:** Sam Mallatratt and David Barth had nothing to report. Mr. Stump stated that winter is rapidly approaching and that currently leaf collection is not an option as the truck is currently in repair.

**PUBLIC COMMENTS:**

- Darlene Bartsch discussed that FEMA is coming to see the damaged house on 11 Antietam Road and will need to have Eric Fuhrmann available. She is getting the dates.
- Jonathan Blessing asked about grants for the sewer extension for assistance with the tap-in fee. Mr. Stump explained that previously the Township received a Block Grant. The grant that was received this time can only be used for construction. Mr. Stump stated there may be PennVest money that may be obtained by individuals, but needs to be applied for individually.

Mr. Stump asked for a motion to adjourn the meeting. David Barth made the motion to adjourn, seconded by Sam Mallatratt, and the motion was approved. Adjournment was at 7:45 pm.

Respectfully Submitted,

Kimberly Mallatratt  
Business Manager/Secretary/Treasurer