**Amity Township Board of Supervisors**

**Meeting Minutes**

## September 17, 2014

## **Call to Order/Pledge to the Flag**

The September 17, 2014 meeting of the Amity Township Board of Supervisors, held at the Township Municipal Building, 2004 Weavertown Rd., Douglassville, Berks County, Pennsylvania, was called to order at 7:02 PM by Chairperson Kim McGrath. The following were in attendance:

### SUPERVISORS

Kim McGrath, Chairperson

David Hackett

Terry Jones

Paul Weller

### STAFF

Pamela Kisch, Township Secretary

Brian Boland, Solicitor, Kozloff/Stoudt

John Weber, Engineer, LTL Consultants

**ANNOUNCEMENTS**

None

**PUBLIC COMMENT (AGENDA ITEMS ONLY)**

None

**MINUTES**

Mr. Weller moved, seconded by Mr. Hackett to approve the September 3, 2014 minutes, as presented. Motion carried, 4-0.

**FINANCE**

Mr. Jones moved, seconded by Mr. Weller to approve disbursements as follows:

$ 103,243.10 General Fund

$ 39,523.38 Sewer Fund

$ 7,109.18 Liquid Fuels Fund

$ 12,788.67 Fire Fund

$ 669.78 EDU Fund

$ 163,334.11 Total

Mrs. Kisch noted an additional invoice for electric service for traffic signals was added after the agenda was printed, which brings disbursements to $163,334.11. Mr. Weller questioned if the High Meadows concrete work was paid out of the escrow fund. Mr. Weber confirmed. Motion carried 4-0. The Treasurer’s report was presented for Board’s review.

**REPORTS**

***FIRE COMPANIES-*** Chief Keith Gabel reported steak and shrimp nights will be held the first Saturday of the month, beginning in October. They will also hold a chicken BBQ on Saturday, September 27th in the parking lot at Redner’s from 10:00AM until sold out.

***PLANNING COMMISSION-*** Ms. Catherine Durso, representing T.H. Properties, presented the Board with a revised plan of High Meadows Estates III, Section 1. Ms. Durso explained the revised plan is divided into sections. At this time, T.H. Properties is seeking approval for Section 1 only. Mr. Boland explained the drafted notes include the addition of rain gardens, formerly called detention ponds. Deeds for lots with rain gardens will specify that buyers are responsible for maintaining them. Ms. Durso stated there are two less lots, due to the NPDES requirements. Mr. Weller moved, seconded by Mr. Jones to approve the Revised Final High Meadow Estates Phase 3 Section 1 Plan, conditioned upon all clerical items being corrected as per the LTL Consultants letter dated September 5, 2014 and the execution of the Financial Securities and Improvements Agreements, plus NPDES and Erosion and Sediment Control approvals. Motion carried, 4-0. Ms. Durso also appeared on behalf of Environmental Enterprises, Inc, a 10 (ten) day truck-to-truck transfer company that is seeking Conditional Use to open a facility at 3 Riga Lane. Mr. Boland explained by Township Ordinance, it is necessary for Conditional Use applicants to appear in front of the Planning Commission, as well as the Board of Supervisors prior to the Public Hearing, adding they may question the applicant but are not to form an opinion. Ms. Durso answered questions from the Board. The Public Hearing for the Conditional Use will be held on Monday, September 22, 2014 at 7:00PM.

**UNFINISHED BUISINESS**

There was nothing at this time.

***SOLICITOR-*** Mr. Boland requested authorization by Resolution for filing of the condemnation of a portion of land owned by H. Laddie Montague, Jr. and Linda P. Montague, owners of land on Pine Lane, in the Township, for the purpose of extending the public sewer line. Mr. Weller moved to authorize Resolution 14-14, authorizing the solicitor to process the condemnation as proposed, seconded by Mr. Hackett. Motion passed, 4-0. Mr Hackett made a motion to authorize officers to file and execute The Declaration of Taking, seconded by Mr. Jones. Motion passed, 4-0.

***ENGINEER-*** The 18-month maintenance period for Pondview subdivision expires in October. LTL conducted an inspection which revealed two issues: minor cracks in the roadway surface and a street light that needs repair. The Township will seal the cracks and bill the developer for those repairs. The developer and Met Ed were made aware of the street light that must be repaired. If the street light is repaired prior to October 1, 2014, the financial security being held by the Township may be reduced to $35K, in accordance with terms of the agreement. Any repairs not made prior to October 1st will require funds to be withheld from the security. Mrs. McGrath questioned if the cracks in the street were due to settling or weight. Mr. Weber stated additional road repairs may be required, which would be the responsibility of the developer, and they would need to keep an eye on it.

**NEW BUSINESS**

Mr. Jones moved, seconded by Mr. Weller to award the supplemental snow removal contract for 2014-2015 Season to David J. Klein Inc. Motion passed, 4-0. Mr. Jones moved, seconded by Mr. Weller to authorize Payment No. 7 in the amount of $17,427.37 to Blooming Glen Contractors. Motion passed, 4-0. Mr. Jones moved, seconded by Mr. Hackett to authorize the execution of the Certificate of Substantial Completion for PS1 modifications, for Contract 2 – Electrical Construction for Greg A. Vietri, Inc. Motion carried, 4-0. Mr. Weller moved, seconded by Mrs. McGrath to authorize execution of the Flu Contract. Mrs. McGrath asked that staff investigate why the Township is billed for a vaccination that insurance covers. Mr. Boland recommended asking if the pharmacy can bill directly to the insurance company, eliminating the fee to the Township. Motion carried, 4-0. Mr. Weller moved, seconded by Mrs. McGrath to execute the contract. Motion carried, 4-0. Mr. Weber reported the concrete project for High Meadows Estates was completed; final inspections have been done, and the work was found to be satisfactory. Mr. Weller moved, seconded by Mr. Jones to authorize Payment Application #2 to Reamstown Excavating in the amount of $47,168.04, based upon LTL’s letter dated September 12, 2014. Motion passed, 4-0. In another letter dated September 12, 2014, Mr. Weber recommended payment of Application #3 to Reamstown Excavating for the same project, in the amount of $23,161.35, upon receipt of the required executed Maintenance Bond. Mrs. Kisch confirmed the Township received the bond on September 17, 2014. Mr. Weber stated the project is now in an 18-month maintenance period. Since the bond has been provided, he recommended payment of the $23,161.35. Mr. Weller moved, seconded by Mr. Jones to approve Application #3 to Reamstown Excavating, in the amount of $23,161.35, based upon LTL’s letter dated September 12, 2014. Motion passed, 4-0. The Manager requested approval to use CPA Long & Barrell, authorize the execution of an agreement allowing them to begin auditing functions prior to Thanksgiving, and authorize the solicitor to place necessary advertisement in appropriate media.

Mr. Boland stated the only authorization needed at this time would be for necessary advertising. Mr. Weller moved, seconded by Mr. Hackett to authorize the solicitor to place the necessary advertising. Motion passed, 4-0.

EMPLOYEE/OFFICIAL REPORTS

**Manager:** Mrs. Kisch reviewed the Manager’s report in his absence. Aaron Baar, with PADEP, confirmed he will meet with Township officials on Monday, September 29, 2014 at 10:00AM. Mike Sassaman (ARRO), Supervisors Terry Jones and Paul Weller, and Manager Lyon will attend on behalf of the Township. The Manager requested the minutes reflect that the approval of PS1 and PS5 Change Order #4, which was approved at the September 4, 2014 BOS meeting, was not a deduct, but rather a reconciliation of quantities of units used to complete the project. The Manager met with Attorney London regarding the noncompliance of the Amity Square Consent Order & Agreement. Ms. London is preparing an enforcement notice, which is required for this matter to be taken to court. The issue of the vents/cleanouts that are open to I&I require a 90 (ninety) day minimum for remediation. Mr. Jones requested an Executive Session to provide an update from Wednesday evening’s meeting regarding Police Contract Negotiations. In preparation of the 2015 budget, the Manager will be providing third quarter figures by October 3rd. The representative from Leaf Creek Farm cancelled a meeting with the Manager and promised a written draft of a proposal relative to their development and the Leaf Creek Interceptor. Mrs. Kisch stated she did not believe anything was received to date. Daniel Boone School District’s new superintendent and school board president met with Mr. Lyon to familiarize themselves with the License Agreement for Amity Community Park. The Township received copies of the PA American Water Company’s Nondisclosure Agreement for hydrant mapping. The Manager was provided a written location of all hydrants. When maps of the hydrant locations are provided, fire companies will be required to keep those maps confidential and sign the Non Disclosure Agreements as well. A copy of the September 2014 Monocacy Hill Conservation Association’s (MHCA) newletter was provided to the Board. The newsletter cited an “uncertain future” due to the Township’s proposed service road for enhanced safety and harvesting of trees. The newsletter urged residents to voice their opinions to the Township regarding this project. The recent update of the SMO has been passed along to Mr. Loomis for code enforcement of a property on Pine Forge Lane. Mrs. Kisch verified with Mr. Loomis that a citation will be sent out later this month if they remain in non-compliance. Mr. Weller stated he had brought this up, and will talk to the property owner.

|  |
| --- |
|  |

**Chief of Police:** Officer James Mileshosky returned to duty from military deployment on September 8, 2014.

**PUBLIC COMMENT**

There was no public comment.

###### SUPERVISORS

Mr. Jones requested an Executive Session to discuss Police Contract negotiations, with no intent of return.

**EXECUTIVE SESSION**

At 7:48PM, Mr. Jones made a motion to adjourn to Executive Session for discussion of Police Contract negotiations, with no intent to return, seconded by Mr. Hackett, and passed, 4-0. Meeting Adjourned.

Respectfully submitted,

Pamela Kisch

Township Secretary