

Amity Township Board of Supervisors  
**Meeting Minutes**

January 21, 2015

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

The January 21, 2015 meeting of the Amity Township Board of Supervisors, held at the Township Municipal Building, 2004 Weavertown Road., Douglassville, Berks County, Pennsylvania, was called to order at 7:02PM by Chairperson Kim McGrath. The following were in attendance:

**SUPERVISORS**

Kim McGrath, Chairperson  
Richard L. Gokey, Vice Chair  
David Hackett

Supervisors Weller and Jones were snow plowing and not in attendance.

**STAFF**

Charles E. Lyon, Manager  
Kent Shuebrook, Chief of Police  
Pamela Kisch, Township Secretary  
Brian Boland, Solicitor, Kozloff/Stoudt (arrived at 7:06PM)  
John Weber, Engineer, LTL Consultants, Inc

**ANNOUNCEMENTS**

Mrs. McGrath announced the Berks County Conservation District (BCCD) will host a free agricultural workshop on February 26, 2015 to help farmers explore new ways to grow their operation while maintaining compliance with local, state, and federal regulations. Registration is required on or before February 2, 2015. Mrs. McGrath announced PA American Water is offering fire protection grants for the purchase of equipment. Applications to apply and information was provided to fire company representatives.

**PUBLIC COMMENT (AGENDA ITEMS ONLY)**

None

**MINUTES**

Minutes were tabled, due to lack of a quorum of those in attendance at the January 5<sup>th</sup>, meeting.

**FINANCE**

Mr. Gokey moved, seconded by Mr. Hackett to approve disbursements as follows:

\$	19,173.95	General Fund
\$	12,653.79	Sewer Fund
\$	8,136.55	Fire Fund
\$	8,744.68	Liquid Fuels Fund
\$	117.28	Traffic Impact Fees (South) Fund
\$	117.28	Traffic Impact Fees (North) Fund
\$	48,943.53	Total

The Treasurer's Report was presented for the Board's review.

Mr. Boland arrived at 7:06PM due to snow covered roads.

**REPORTS**

***FIRE COMPANIES*** - Assistant Chief Robert Kline reported Monarch will continue holding steak and shrimp nights on the first Saturday of the month. Assistant. Chief Kline reported that David Gabel,

father of Chief Keith Gable and Assistant Chief Brian Gabel passed away. David Gabel was a former Chief with Monarch Fire Company.

**PLANNING COMMISSION** - The Planning Commission did not meet on January 14, 2015 due to a paucity of agenda items. They will reorganize at their next regularly scheduled meeting, on February 11, 2015 provided there is a need to meet..

### **UNFINISHED BUISINESS**

None

**SOLICITOR**- Mr. Boland received the Forino Municipal Improvements and Financial Securities Agreements along with their Letter of Credit for Wood's Edge Phase 3C. The Letter of Credit was signed and executed by Vist Bank, dated January 21, 2015. Mr. Gokey moved, seconded by Mr. Hackett to approve the agreements and authorize the execution by the appropriate parties. Motion passed, 3-0. Mr. Gokey moved, seconded by Mr. Hackett to approve the execution of the addendum for Manager Lyon's employment agreement, extending his employment through June 30, 2015, and continuing in sixty day increments until written notice is served by either party. Motion passed, 3-0.

**ENGINEER**- Mr. Weber explained his efforts were concentrated on working with the agreements for Woods Edge, Phase 3C. Nothing further was reported.

### **NEW BUSINESS**

**Adoption of Ordinance 286** - The Act 209 Committee reconvened to amend the Traffic Impact Ordinance based upon findings of an updated Land Use Assumptions Report and the Roadway Sufficiency Analysis. The outcome of the studies of the North and South Transportation Areas established a fee of \$899.52 per peak hour trip in the Transportation Service Area North, and \$705.12 in the Transportation Service Area South, respectively as set forth in the Transportation Capital Improvements Plan. Mr. Hackett moved, seconded by Mr. Gokey to adopt Ordinance 286. Mr. Gokey questioned the deadline for when the identified improvements must be completed. Mr. Weber explained this was the purpose of reconvening the Committee, to extend dates for completion of projects, including the Toll Gate Road project. Projects identified will need to be completed by the end of 2026.

Chief Zomolsky reported he will be continuing to investigate financial options to purchase a new rescue truck. FEMA grants may be available, however, equipment purchased with these grant funds require the fire company to have all of its debt retired. Mr. Gokey asked why they were replacing the old rescue truck. Chief Zomolsky explained the old truck has electrical issues due to water damage, which would require \$30K in repairs. Chief Zomolsky stated they have outgrown the old truck and could potentially sell the old truck for approximately \$80K.

**Resolution 15-05** - Mr. Gokey moved, seconded by Mr. Hackett to adopt Resolution 15-05, setting the property tax at 1.95 mils. Motion passed, 3-0.

**Reaffirm Recreation Board reappointment** - For clarification of the order of terms for the Recreation Board, Keith Berry was reaffirmed to be filling the term that expires December 31<sup>st</sup>, 2018. Mr. Gokey moved, seconded by Mr. Hackett to reaffirm the appointment of Keith Berry to the Recreation Board for the term of January 6, 2014 through December 31, 2018. Motion passed, 3-0.

Mr. Hackett moved, seconded by Mr. Gokey to appoint Kathie Benson as Assistant Open Records Officer, replacing Manager Lyon. Motion passed, 3-0.

**MS4 Workshop Attendance** - Mr. Hackett moved, seconded by Mr. Gokey to authorize Kathie Benson to attend the MS4 Workshop in Morgantown on February 18, 2015. Motion passed, 3-0.

**Purchase of Roller** - Mr. Howell-Clarke presented the Board with a quote of \$16,380.00 to purchase a Tandem Vibratory Roller. The Road budget has \$15K allocated to small equipment purchases. Mr.

Gokey asked if the purchase needed to be made immediately. The Board tabled this purchase until the February 4th meeting, when the Board will review the Trial Balances.

### **EMPLOYEE/OFFICIAL REPORTS**

**Manager:** Engineers from ARRO amended Detail #31 of the Township's Sewer Specifications, changing the requirement for cleanouts from 70 (seventy) to 100 (one-hundred) feet. Detail #31 contradicted another detail that identified the distance as 100 feet between cleanouts. The change eliminates the discrepancy. Mr. Boland confirmed the amendment should be done by Resolution. Mr. Hackett moved, seconded by Mr. Gokey to adopt Resolution 15-08, amending the sewer specifications to require 100 (one-hundred) foot cleanouts. Motion passed, 3-0. Manager Lyon requested permission to televise a section of Robeson Township's sewer line, provided it is within the Township's limitations and subject to the approval of Superintendent Dave Wheeler. Robeson was compelled by the PADEP to install a second pump at one of their pump stations and televise the line. The Manager stated the Fee Schedule has applicable rates to bill for the Township's services and equipment, and he will check with the Township's insurance carrier to see if an additional rider is required. Ice Piggging of PS7 is set to begin on Monday, January 26th. Mr. Lyon expects to receive additional information from Ebert Engineering regarding the Leaf Creek Interceptor next week. Mr. Boland agreed further discussion regarding the Leaf Creek Interceptor should be done in Executive Session, because it involves possible land acquisition. The Wastewater Management Superintendent position never had a job description. The Manager requested if there were no comments or questions that the Supervisors approve the proposed job description. Mr. Gokey moved, seconded by Mr. Hackett to approve the job description as presented. Motion passed, 3-0. The Manager shared concern regarding an EMS call where SBREMS response time was twenty minutes after SBREMS recalled another responding unit. Details showed an ambulance from Boyertown was closer to the scene when it was recalled. Malcolm Cole, director of SBREMS, agreed SBREMS should not have recalled the closer unit and agreed to review processes with employees for when to recall. Mrs. McGrath and Chief Shuebrook offered to participate in a meeting with SBREMS. A copy of the Mark Koch's first draft of the CCRC was provided to Mr. Boland, Mr. Weber, and Mr. Loomis. Mr. Weber stated he didn't have an opportunity to review this draft. Mr. Boland and Supervisors were given a copy of a proposed Exit Policy. There were no comments or questions on the policy. Mr. Gokey moved, seconded by Chairperson McGrath to approve the Exit Policy as presented. Motion passed, 3-0. The Manager will communicate with the Teamsters Union to review the policy. Supervisor Weller and Manager Lyon attended the first meeting of the newly merged TCC earlier this month. JP Mascaro has filed an application to connect to the sanitary sewer system at the former Hillside Motel property, due to a malfunction of their on lot tank and drainfield. The application is under review. It is being recommended that a meter be placed on the well to monitor usage. Staff is anticipating they will require 3 (three) EDU's, but will be subject to review and subsequent monitoring. The property is in the CAP area, which was approved by the PADEP to allow new connections for failing septic systems. Approval of the connection will be done by Resolution, which will be prepared by Mr. Boland's office. Mr. Lyon forwarded the request to the Aaron Baar, PADEP. Mr. Gokey moved, seconded by Mr. Hackett to approve connection by Resolution of three EDU's, subject to monitoring of use. Motion passed, 3-0. B&S Storage has not responded to the Township's demand for a plan submittal. Mr. Boland reported there is no recorded plan on file. Mr. Weber added that the property does not have any stormwater management. The Board directed staff to send a written reminder to B&S Storage. Staff will forward a copy of the quote received for new countertop and installation for the Boyer Memorial. The Manager shared his response which addressed a resident's complaint of speeding and dumping of trash on Bieber Lane. Speeding was refuted by police observation on multiple dates, and there have been no reported complaints of dumping. The only complaint received was at the time the former Friendship Farms was burned out and demolished without a permit. Debris from the fire was taken by the owner and moved to another portion of their property, along Bieber Lane. Mr. Gokey was concerned that

insulation and foam was being burned in that fire, adding if the owner was in violation they should be cited. Manager Lyon will follow up.

**Chief of Police:** Chief Shuebrook requested approval to send Officer Coe to the final training required as recommended for standards of hostage negotiation, held by the Gloucester County Fire Academy, February 9 - February 13, 2015. BCERT is covering all costs, except for meals. Mr. Gokey moved, seconded by Mr. Hackett to approve Officer Coe's attendance at the Hostage Negotiations, Phase III training, with a maximum meal cost of \$225.00 for the entire period. Motion passed, 3-0. Chief Shuebrook requested approval to send Secretary Linda McCue and Corporal Mileschosky to Open Records training being presented by the PA Association of Boroughs on January 29, 2015 in Fort Washington. This training will educate police staff to differentiate between public records and those records that shouldn't be released. Mr. Gokey moved, seconded by Mr. Hackett to approve Mrs. McCue and Corporal Mileschosky's attendance at the Open Records training, as requested, at a cost of \$250.00. Motion passed, 3-0. The Chief requested approval to enroll Corporals Scherer, Brown, and Mileschosky in the FBI-LEEDA Supervisor Liability Training I on-line learning class for risk management. The cost is \$350/per attendee, and can be accessed 24-hours a day and would allow 4 to 6 weeks for completion. Mr. Gokey moved, seconded by Mr. Hackett to approve the Corporals attendance, at a total cost of \$1,050.00. Motion passed, 3-0. The Chief requested the permanent appointment of Officer DiMaria to the position of Police Officer. Mr. Gokey moved, seconded by Mr. Hackett to appoint Officer Michael DiMaria to permanent police officer, effective December 23, 2014 at pay level five. Motion passed, 3-0. Chief Shuebrook requested the Board execute the Cumru Gun Range agreement. Mr. Boland reviewed the agreement without comment, and the Board had previously granted approval to use the range. The Chief requested execution of the Forfeiture Form, reaffirming that the Township agrees to accept funds either seized or generated from merchandise that was seized. The Chief requested a brief executive session to discuss a police personnel matter.

**PUBLIC COMMENT**

None

**SUPERVISORS**

Mr. Gokey observed PENNDOT treating surfaces with a spray and wondered if any of the municipalities applied this as well. Mr. Howell-Clarke replied that due to the high start up costs and required space for storage of the Brine material, he was only aware of one municipality that had used it in the past.

**EXECUTIVE SESSION**

At 8:26PM, with there being no further business, Mr. Gokey made a motion, seconded by Mr. Hackett, to adjourn to Executive Session. The purpose of the executive Session was to discuss a Police Personnel matter and land acquisition. There was no intent to return. Motion passed, 3-0. Meeting Adjourned.

Respectfully submitted,

Pamela Kisch  
Township Secretary