

Amity Township Board of Supervisors
Meeting Minutes

February 18, 2015

Call to Order/Pledge to the Flag

The February 18, 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 7:03 PM by Chairperson Kim McGrath. The following were in attendance:

SUPERVISORS

Kim McGrath, Chairperson
Richard L. Gokey, Vice Chair
Paul Weller
Terry Jones
David Hackett

STAFF

Charles E. Lyon, Manager
Kent Shuebrook, Chief of Police
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. Gokey to approve the February 4, 2015 minutes, as presented. Motion passed 5-0.

FINANCE

Mr. Jones moved, seconded by Mr. Hackett to reaffirm a \$500.00 payment made payable to the Commonwealth of PA for a permit for the Leaf Creek Interceptor and approve disbursements as follows:

\$ 84,942.43	General Fund
\$ 51,171.04	Sewer Fund
\$ 8,138.95	Fire Fund
\$ 97.32	Traffic Impact Fees (North)
\$ 97.31	Traffic Impact Fees (South)
\$ 23,750.04	<u>Liquid Fuels Fund</u>
\$ 168,197.09	Total

Motion passed 5-0.

REPORTS

FIRE COMPANIES - Mr. Gokey asked if the cold weather created any issues with frozen hydrants. Monarch Fire Company Assistant Chief Robert Kline and Amity Fire Chief Mike Zomolsky replied that with the bad weather actually resulted in less accidents, and there has been no issues with frozen hydrants. Chief Zomolsky stated Amity Fire Company will hold its annual carnival, but did not have confirmed dates. Assistant Chief Kline stated Monarch will continue to hold their Steak and Shrimp nights, and once weather breaks they will set dates for future Chicken Barbeque fundraisers.

PLANNING COMMISSION- The Berks County Planning Commission MS4 Committee will be presenting a 15 minute session for the public to raise awareness of stormwater regulations on Wednesday, March 11, 2015 at 7:00PM. Mr. Jones moved, seconded by Mr. Weller to authorize advertisement of the public meeting in the Reading Eagle. Motion carried 5-0.

UNFINISHED BUISINESS

At the February 4, 2015 meeting, Jim Wentzel, Hill Road, presented information and concerns surrounding a 9-1-1 call involving his mother. Complete details of that 9-1-1 call were obtained from Berks Department of Emergency Services (DES) for further discussion. Mr. Wentzel was not in attendance.

SOLICITOR- Mr. Boland requested the Board authorize the execution of an agreement authorizing Concord Public Finance to serve as a financial advisor in connection with obtaining financing of approximately \$1.25 million dollars. In the agreement, Concord acknowledges that it is the Township's fiduciary with its interests dedicated solely to the Township, as their client. Mr. Gokey moved, seconded by Mr. Hackett to authorize execution of the agreement. Mrs. McGrath asked if this agreement was a required disclosure. Mr. Boland confirmed it is required to satisfy the Rules of the Securities and Exchange Commission (SEC) and the Municipal Securities Rulemaking Board. Mr. Boland explained that an Engagement Letter will outline fees to be paid by the Township. Motion passed 5-0. Mr. Boland reported that financing is on schedule for late March to early April to move forward with the Montague easement. Mr. Rich Almquist stated he was ready to schedule a meeting with counsel and Township officials to discuss land acquisition for the easement along his property for the Leaf Creek Interceptor. Mr. Gokey moved, seconded by Mr. Weller to authorize the meeting to discuss land acquisition. Motion passed 5-0. Mr. Boland agreed to contact Mr. Almquist to arrange the meeting.

ENGINEER- Mr. Weber submitted a letter dated February 12, 2015 recommending Escrow Release No. 1 for Woods Edge 3C in the amount of \$13,995.25. Mr. Weber realized there was an error in calculations and will be sending a letter dated February 19, 2015, with a revised recommended release in the amount of \$26,346.30. Mr. Gokey moved, seconded by Mr. Jones to authorize Escrow Release No. 1 for Woods Edge 3C, in the amount of \$26,346.30, per LTL's letter dated February 19, 2015. Motion passed 5-0.

NEW BUSINESS

Liquid Fuels Actual Use Report - Mr. Jones moved, seconded by Mr. Hackett to authorize submission of the Liquid Fuels Actual Use report, as presented. Motion passed 5-0.

EMPLOYEE/OFFICIAL REPORTS

Manager: Mrs. Kisch read through the Manager's report, in his absence. Treasurer Tracy Nonamaker's 90-day probationary period expires 2/20/2015. The Manager's report recommended removing her probationary status and making her a permanent employee, at a salary of \$55K. Mr. Gokey moved, seconded by Mr. Weller to make Tracy Nonamaker a permanent employee effective 02/20/2015. Motion passed 5-0. Benecon planned a PMHIC meeting in Shillington on March 11, 2015. The Manager requested approval to send Kathie Benson. Mr. Gokey moved, seconded by Mr. Weller to approve Mrs. Benson's attendance, as requested. Motion passed 5-0. At a previous meeting, the Board asked the Manager to obtain examples of ordinances from Townships that require sewer lateral. Samples were provided at the meeting. The Board requested that Mr. Boland and Mr. Weber conduct additional research and provide input. After preliminary financial review ending December 21, 2014, the Manager anticipated the General Fund carryover to be approximately \$2.5 to \$2.6 million dollars. A prioritized listing of capital project recommendations and narrative was provided to the Board. The surplus should be confirmed by audit before final implementation of the proposed larger projects. The Manager requested authorization to proceed with purchasing a Radar Recorder at a cost of \$4,627.00. Chief

Shuebrook stated the portable unit can be attached inconspicuously to a pole to monitor speeds of vehicles and provide traffic counts. Mr. Howell-Clarke stated the device could also help identify what roads are most heavily traveled. The cost would be shared equally between the Road Department and Police. Mr. Gokey asked if the unit had a warranty. Chief Shuebrook left the meeting at 7:33PM to retrieve warranty information. Mr. Howell-Clarke reported the quote includes a computer that can be used to download the data. The Chief returned at 7:36PM, confirming there is a one-year warranty. Mr. Weller moved, seconded by Mr. Gokey to authorize the purchase of one Radar Recorder, at a cost of \$4,6247.00k, per JAMAR Technologies Inc. quote dated 10/23/2013. Motion passed 5-0. The salt shed was repaired, however the size of the shed limits the amount of salt that can be kept on site. The Manager requested the Board authorize LTL to prepare a proposal for design and preparation of bid documents. Mr. Jones recommended using a COSTARS approved company, that works with the municipality to design the building to their specifications. The plans, which can be purchased, are done by certified engineers and include estimates of construction costs. Mr. Jones agreed to provide information to Mr. Howell-Clarke. Mrs. Kisch distributed proposals from ARRO and Ebert Engineering for PS2 and PS4 improvements. ARRO proposed doing the engineering work for PS2 and PS4 for a combined lump sum of \$16,995.00. Ebert Engineering's proposal was for \$25,400.00. The Manager's report indicated he would recommend approval of the lowest bid. Mr. Wheeler reviewed the two proposals and felt the quotes were an "apples to apples" comparison. Mrs. Kisch stated she verified with Mike Sassaman, ARRO, that their proposal included the items identified in Ebert's proposal. Mr. Weller moved, seconded by Mr. Jones to accept the lowest proposal by ARRO at a cost of \$16,995.00, per ARRO's letter dated 02/13/2015. Motion passed 5-0. Chris Gilham, PADEP, advised he inspected the Friendship Farms site for the intentionally set fire and air quality issues. Mr. Gilham reported there were no hazardous materials in the burn pile the day he investigated. Mr. Gilham agreed to revisit the site, provided someone could give direction on where the debris was dumped. Mr. Gokey stated residents cannot be allowed to dump trash on their properties, and directed staff to investigate for further enforcement. Mrs. McGrath asked staff to determine what the owner intends to do with the debris. B&S Storage has begun conducting test borings. The Manager received a PA One Call that referenced the digging. Charlie Paris, PENNDOT, met with Mr. Howell-Clarke and Mrs. Kisch to finalize bid documents and specifications for the 2015 Paving Contracts. Mr. Paris agreed to provide the documents electronically on Thursday, February 19th. Mrs. Kisch requested authorization to place the advertisement for the 2015 Paving Project. Mr. Gokey moved, seconded by Mr. Jones to authorize advertisement, subject to the Solicitor's approval. Motion passed 5-0. Dave Wheeler received a quote from Ehrlich for vegetation control at the WWTP's nine pump stations, the perimeter of the fence, and area around the lagoon at a total cost of \$2,770.00. Mrs. Kisch distributed copies to the Board. Mr. Jones moved, seconded by Mr. Hackett to approve contracted spray services, at a cost of \$2,770.00 per Ehrlich's quote dated January 12, 2015. Motion passed 5-0.

Chief of Police: Chief Shuebrook reported the AWD Police Interceptor Sedan was in stock and ordered through Milham Ford, at a quote of \$25,688.00. The Animal Rescue League (ARL) agreement was executed. The \$1,000.00 budgeted donation was not yet made. The Chief asked if authorization was needed to send the donation. Mr. Boland confirmed a motion was necessary. Mr. Weller moved, seconded by Mr. Gokey to authorize the budgeted \$1,000 donation to the ARL. Motion passed 5-0. Chief Shuebrook requested a brief executive session, without intent to return, to discuss two police personnel matters.

SUPERVISORS

Mr. Gokey stated Supervisors' workload has gotten far greater in recent years. Mr. Weller and Mr. Jones serve on the Planning Commission, as well as the Board of Supervisors. The rate for compensation is \$2,500.00 and hasn't been increased since 1995. Mr. Gokey suggested raising compensation would potentially attract more people to seek office and offer some competition for future elections. The increase in compensation would only apply to newly-elected or re-elected Supervisors. Mrs. McGrath questioned if the State sets the limits for compensation. Mr. Gokey stated the State sets maximum

compensation for Supervisors, based on population. Amity Township's population of 12,583 was reported in the 2010 census. The State allows a maximum of \$3,250.00 annual salary for Townships of the Second Class. Mr. Gokey gave examples of neighboring municipalities and salaries of their Supervisors. Mr. Weller stated he will not vote himself a raise; his choice to run was based on wanting to give back to the community. Mr. Jones said he has been in municipal government for twenty years and would not vote on giving himself a raise. Mr. Cooper, Limekiln Road, suggested meeting in the middle. Mr. Almquist agreed that people who can really help residents the most, in local government, have always been paid far less than higher levels in government; adding he would never object to raising the Supervisor's compensation. Rich Martino, Daniel Boone School Board President, stated he would support the increase. Mr. Gokey made a motion, seconded by Mrs. McGrath to raise Supervisor's salary from \$2,500.00 to \$3,250.00 per year for new Supervisors. Mrs. McGrath called for a vote. Motion failed, 2-3. Mr. Hackett, Mr. Weller, and Mr. Jones opposed.

PUBLIC COMMENT

Mr. Martino invited the Supervisors, Manager, and Chief of Police to the Daniel Boone School Board meeting on May 11, 2015, when the School Board will honor the Amity Township Police Department, Birdsboro Police Department, and PA State Police for their service protecting the community. The meeting will take place at 7:30PM in the Amity Primary Center cafeteria.

EXECUTIVE SESSION

At 8:11 PM, 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 Police Personnel matters. There was no intent to return. Motion passed 5-0. Meeting Adjourned.

Respectfully submitted,

Pamela Kisch
Township Secretary