

Amity Township Board of Supervisors
Meeting Minutes

June 3, 2015

Call to Order/Pledge to the Flag

The June 3, 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 7:00 PM by Chairperson Kim McGrath. The following were in attendance:

SUPERVISORS

- Kim McGrath, Chairperson
- Richard 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

ANNOUNCEMENTS

Mrs. McGrath announced the fire ban was lifted today, per an announcement from Fire Marshal, Jeff Smith.

SWEARING IN OF LIEUTENANT JAMIE MILESHOSKY Chairperson McGrath swore in Lieutenant Jamie Milesosky. Lieutenant Milesosky's wife was in attendance, and his children held the Bible as he took his oath as Lieutenant. Chief Shuebrook and Lieutenant Milesosky thanked the Board.

PUBLIC COMMENT (AGENDA ITEMS ONLY)

None

MINUTES

Mr. Hackett moved, seconded by Mr. Gokey to approve the May 20, 2015 minutes, as presented. Motion passed, 5-0.

FINANCE

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

\$	46,766.86	General Fund
\$	7,405.56	Sewer Fund
\$	5,360.03	EDU Fund
\$	830.00	<u>Liquid Fuels Fund</u>
\$	60,362.45	Total

Motion passed, 5-0.

REPORTS

CODE DEPARTMENT- The Board reviewed the Code Department Report. They had no questions.

ROAD DEPARTMENT- Mr. Howell-Clarke reported his seasonal employee left for a permanent, better paying position. Alex Jensen began working as a seasonal employee on June 1, 2015. Mr. Jones moved, seconded by Mr. Weller to ratify the hiring of Alex Jensen, at a rate of \$16.00/per hour, effective June 1, 2015. Motion passed 5-0. Mr. Jones stated a sign on the "S" bed of Old Airport Road was replaced incorrectly. Mr. Howell-Clarke stated the State handles replacing that sign, and he will contact someone at PENNDOT to address reinstalling it.

UNFINISHED BUSINESS

None

SOLICITOR

Ordinance 288 - Intergovernmental Agreement Mr. Boland stated the meeting was advertised for adoption of Ordinance 288, for Amity Township to enter into an Intergovernmental Agreement with Exeter Township and Saint Lawrence Borough to review and revise their current Joint Comprehensive Plan, as a part of the 10 (ten) year review required by the PA MPC and to adopt and implement a revised Joint Comprehensive Plan. The attached agreement to the Ordinance was previously executed and delivered to the Township Secretary earlier this evening. Mr. Boland recommended approval of the Ordinance. Mrs. McGrath asked when the ten year review begins. Mr. Boland stated it would begin tonight, with adoption of the Ordinance. Mr. Weller moved, seconded by Mr. Jones to adopt Ordinance 288, and reaffirm the authorization of the execution of the Joint Comprehensive Intergovernmental Cooperation Agreement. Motion passed 5-0.

Mr. Boland reported the Volunteer's Financial Services (VFS) representative will be handling the TEFRA hearing for Amity Fire Company's financing for their new fire truck. Amity Fire Company will take out a PEMA loan and a Bank loan. VFS will be conducting the hearing at the fire company, saving the Township considerably. The VFS representative will contact Mr. Boland's office when they need the 147 Letter, which is required under the Internal Revenue Code. Mr. Boland spoke with Brian Hassinger of PA American Water Company (PAWC). Their conversation was very productive, and Mr. Boland stated a letter detailing the substance of their conversation will be mailed tomorrow, to Mr. Hassinger.

NEW BUSINESS

Forino Topsoil Transport Request - Mr. Jones moved, seconded by Mr. Weller to authorize Forino Co, LP to haul approximately 100 triaxle loads of topsoil to their Country Club Estates subdivision in Exeter Township. Mr. Gokey stated the Township has an Ordinance which states developers should not transport topsoil outside of the Township. Mrs. McGrath asked why Forino made the request. Mr. Howell-Clarke stated Forino still has one large pile of topsoil from Woods Edge Phase 2, and has hit two or three feet of topsoil in Phase 3C; it's impractical to store that much topsoil, because the Township cannot use that much. Mr. Howell-Clarke stated Forino puts at least 6 (six) inches of topsoil on every lot, and he would be monitoring how much is hauled out. Forino is requesting to move approximately one-third of the total topsoil they have from these two phases. Denise Larive, News of Southern Berks, asked why the Township doesn't sell the topsoil. Mrs. McGrath stated it's owned by the developer. Motion passed 5-0.

Resolution 15-14 - Manager Lyon explained that certain occasions arise periodically that would be facilitated by use of a credit card-like vehicle. "Individual procurement cards" facilitate efficient operations for situations such as heretofore described. An example is the recent website vendor who required payment by credit card or cash. These individual procurement cards would be subject to the policy already in place with strict limitations and would only be utilized by the Treasurer, Chief of Police, and the Waste Water Treatment Plant Supervisor as a last resort. Mr. Boland stated he made recommended changes to that policy. Mrs. McGrath clarified that the Secretary signs the Resolution and the Township seal will be applied. Mr. Jones moved, seconded by Mr. Gokey to adopt Resolution 15-14. Motion passed 5-0.

EMPLOYEE/OFFICIAL REPORTS

Manager: Manager Lyon reported the chickens have been removed and the bamboo has been cut from the property at 112 Letort Lane. Manager Lyon commended Chief Zomolsky for his foresight and planning while working on financing; which minimizes the financial obligation of the Township for the related proceedings. The location and profiling of the force main for PS7 was completed in one day. ARRO will be submitting a report of conclusions. After ten years, Forino sold the vacant lot in Rosecliff that they had retained in order to gain access to an adjacent tract of land if it had ever become available

for development. When the owner submitted a request for a permit to construct the new home, staff identified it was in the CAP. Tim Wagner, PADEP approved the connection. The permit has been issued. The Manager is still waiting on PADEP's review of the resubmission of the Part II Permit for PS2 and PS4. Minimal progress has been made on the 662 Leaf Creek Interceptor. Senator Rafferty has offered to approach PENNDOT about the delays. The Manager will be drafting a letter which will detail accomplishments and the delays imposed by the PADEP and Corps of Engineers. The Manager stated he would like to discuss the Montague easement in Executive Session. The Manager distributed a copy of an email from Berks County Planning Commission's (BCPC) response regarding the proposed CCRC zoning amendment. BCPC is concerned that the PBOI will be consumed with residential use. Mr. Boland stated the BCPC suggested annexing the Flatley property into the LDR, instead of allowing CCRC in the PBOI. This is a costly and time consuming process to complete. After lengthy discussion, Mr. Jones moved, seconded by Mr. Weller to authorize the Solicitor to proceed with necessary steps and advertise the CCRC Ordinance. Motion passed 5-0. The new copier has been delivered. The Manager stated Ms. Nonamaker did an excellent job in her analysis and cost evaluation, saving the Township on copier expenses and providing better technology. The application period for the replacement for Chief of Police ended at 5PM on Friday, May 29, 2015. Seventy-six applications were received and reviewed. The interview and selection process will be discussed in Executive Session. Community Days has changed to a one-day event. Specifics of the event have been in flux. Mrs. Kisch presented staff's recommendation for a new electronic sign for the Municipal Building. Mr. Jones stated the quote was too high; he also had concerns about maintenance of the posts of the sign. Manager Lyon stated we can look further into sign quotes. Mr. Gokey directed staff to table the decision on the sign until further analysis. Manager Lyon requested an Executive Session to discuss matters pertaining to two police personnel matters and four land acquisition matters. Mr. Jones requested the Manager put together a detailed account of PS7 dates of work completed, costs associated and current status. Manager Lyon agreed to provide the list. Currently, PS7 is having a mag meter installed. The engineer believes the capacity was overstated and installation of the new meter and reports are expected to prove that.

Chief of Police: Chief Shuebrook requested permission to send Officer O'Rourke to Buelletproof Warrior training on September 22, 2015 in Harrisburg, at a cost of \$224.00 Mr. Gokey moved, seconded by Mr. Hackett to grant permission to send Officer O'Rourke to training at a cost of \$224.00. Motion passed 5-0. The Federal Grant money available for small departments requires a purchase of at least 25 body cameras, therefore, Amity PD doesn't qualify to apply for these monies. Chief Shuebrook requested permission to attend the Atlantic City PD Expo on June 24th. The Chief will offer other officers to attend with him, on their own personal time, to research body camera technologies. The expo is free, and lunch would be the only expense. Mr. Gokey moved, seconded by Mr. Jones to permit the Chief and Officers to attend the expo, as requested. Motion passed 5-0. The Chief asked permission to send Officers O'Rourke and Coe to a free Outlaw Gang training June 20-June 21, 2015 in Newtown Township. Mr. Weller moved, seconded by Mr. Hackett to permit the Officers to attend the requested. Motion passed 5-0. The Chief requested an Executive Session to discuss two police personnel matters and one potential contractual matter.

SUPERVISORS

Mrs. McGrath recognized that a boy scout was in attendance. Mr. Ethan Kraycik, from Troop #597, stated he is working toward his Communications Badge.

PUBLIC COMMENT

Richard Martino, Daniel Boone School Board President, reported the School Board intends to finalize a budget after the Finance Committee Meeting and School Board meeting on June 22nd. Mr. Jonathan Herbsleb made a presentation to the Board for Exeter Ambulance. Herbsleb propositioned the Board to allow Exeter Ambulance to service Amity Township. Exeter Ambulance currently operates out of a building directly next to Exeter Police in Exeter Township. Exeter Ambulance has been removed from run cards in Exeter and is doing only non-emergency transport. Herbsleb stated Exeter Ambulance has a

cohesive relationship with Amity and Monarch Fire Companies, and Amity PD. Mr. Herbsleb offered to have a unit either in Amity Township or on a call. Mr. Herbsleb answered questions from the Board, and presented them with a copy of a power point presentation to help answer additional questions they may have. Many issues would need to be addressed, such as radios, notice to the current EMS provider, location of the Exeter Ambulance rigs. Mrs. McGrath thanked Mr. Herbsleb for attending the meeting and stated she would be in touch.

EXECUTIVE SESSION

At 8:31PM, with there being no further business, Mr. Jones made a motion, seconded by Mr. Weller to recess to Executive Session, with intent to return. The purpose of the executive Session was to discuss matters pertaining to Police personnel matters, potential contractual litigation and land acquisitions. Motion passed 5-0.

Meeting reconvened at 8:58PM on a motion made by Supervisor Jones seconded by Supervisor Hackett. Mr. Jones made a motion to authorize entering into an agreement with Jean Clemmer to purchase 888 Old Airport Road, Douglassville for the price of \$155,000.00, and authorize the appropriate officers to execute the agreement of sale. On a roll call vote, the motion was approved unanimously:

Terry Jones	Aye
Paul Weller	Aye
Dave Hackett	Aye
Richard Gokey	Aye
Kim McGrath	Aye

There being no further business, Mr. Jones moved to adjourn and Mr. Weller seconded the motion. It was unanimously approved to close the meeting.

Terry Jones	Aye
Paul Weller	Aye
Dave Hackett	Aye
Richard Gokey	Aye
Kim McGrath	Aye

Respectfully Submitted,

Pamela Kisch
Township Secretary