

Amity Township Board of Supervisors  
**Meeting Minutes**

August 19, 2015

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

The August 19, 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 7:06 PM by Chairperson Kim McGrath. The following were in attendance:

**SUPERVISORS**

Kim McGrath, Chairperson  
Richard Gokey, Vice Chair  
Terry Jones  
Paul Weller  
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. Jones moved, seconded by Mr. Weller to approve the August 5, 2015 minutes, as presented. Motion passed 5-0.

**FINANCE**

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

\$	75,602.20	General Fund
\$	2,142.00	Fire Fund
\$	29,243.51	Sewer Fund
\$	2,650.00	EDU Fund
\$	6,349.86	Liquid Fuels Fund
\$	115,987.57	<b>Total</b>

Motion passed 5-0.

**REPORTS**

***FIRE COMPANIES-*** Chief Zomolsky reported that Amity Fire Company received a FEMA grant for \$129,000.00 for purchase of air packs and cylinders. Mrs. McGrath noted that Monarch Fire Company was not represented at the meeting, as they were preparing for their housing and parade scheduled for Saturday, August 22nd.

***PLANNING COMMISSION-*** There was no report. The August 12, 2015 meeting of the Planning Commission was cancelled.

**UNFINISHED BUSINESS**

None

**SOLICITOR**

PA American Water Company (PAWC) counsel has accepted suggested language changes for the hydrant agreements. Mr. Boland expects to receive the updated agreements after they have gone through the proper channels at PAWC. There was no update to the Douglass Township Intermunicipal Agreement, as further discussions are necessary with the Manager and ARRO. Mr. Boland revised the RFP for Emergency Services, which will be forwarded for the Manager's consideration. The easement for About All Floors, for emergency access to Monocacy Hill, will be presented in final form for the Board's consideration in September.

**ENGINEER**

***Draft of Ordinance changes Chapter XIX*** The Board asked Mr. Weber to review and revise the section regarding on-street parking. During this revision, Mr. Weber included the following: Section 203 Maximum speed limits on streets within the High Meadows and Leaf Creek Court; Section 206 Stop signs located on streets within the High Meadows and Leaf Creek Court developments, Section 207 fees for fines were evaluated to current standards. Mr. Weber explained the on-street parking changes included limiting RV, travel trailers, motor homes, truck campers, tent campers, trailers, boats, snowmobiles and trailers, or any other similar vehicles may only be parked on public streets temporarily for loading/unloading for not more than twenty-four hours in each week. No vehicles weighing more than 14,000 pounds, or having a width in excess of eighty inches shall be parked on any street within the Township, except making pick-ups, deliveries, or construction activities temporarily for more than eight hours, between the hours of 6:00am to 6:00pm. Any violation would be subject to a \$25.00/daily fine, plus costs of prosecution. After discussion regarding the fine amount, Mr. Weber agreed to research maximum costs in the Motor Vehicle Code. ***Woods Edge Phase 3C Escrow Release #7*** Forino requested a release of \$40,362.50. Upon review and inspection, Mr. Weber recommended release of \$31,194.28. Mr. Jones moved, seconded by Mr. Weller to approve Release #7 for Woods Edge Phase 3C in the amount of \$31,194.28, per LTL's letter dated August 13, 2015. Motion passed 5-0.

***Status of the Sanitary Sewer System*** - Mike Sassaman, ARRO, explained that the oldest parts of the system are over 40 years old. Routine maintenance prolongs the life of the system, however I&I continues to be a major issue. Mr. Sassaman reviewed recommended including an I&I project for 2016, particularly areas of terra cotta, such as Amity Gardens. House to house inspections for sump pumps or roof drain connections should be considered. Mr. Sassaman reviewed the status of all nine pump stations, noting that PS2 and PS4 are under CAPs. The capacity expansions are in the permitting approval phase and should be approved soon. Cost of that work is estimated to be approximately \$160K. Once installed, the Leaf Creek interceptor will relieve the SR662 capacity issues, eliminating PS6. Improvements were done to PS7 and studies have been completed; this awaits additional response from PADEP. It's recommended that the Intermunicipal Agreements be updated, particularly Douglass Township, regarding industrial dischargers. The WWTP operates well and consistently meets Water Quality Standards, as set forth in the NPDES Permit. The current NPDES Discharge Permit expired on June 30, 2015. Application was submitted for renewal, however, the PADEP is "administratively extending" permits at this time until they renew them. The Lagoon still needs to be cleaned and liner repaired. During a visit, the PADEP "strongly recommended" repair. Dave Wheeler provided a list of future upgrade considerations, including an emergency generator to run the entire plant. Currently, there are separate generators, and during a power outage the final clarifiers and ditch are not on generators. The Board thanked Mr. Sassaman for his review.

**NEW BUSINESS**

**Weavertown Road Bridge detour**-PENNDOT will be repairing or replacing the Weavertown Road bridge. Neil Moyer from PENNDOT recommended using Amity Park Road for the detour. After brief discussion, Mr. Gokey recommended using Geiger Road to Monocacy Hill Road to Limekiln Road. Board members agreed. Manager Lyon will notify PENNDOT and find out how long the bridge will be closed.

**Approval of 2016 MMO's** - Mr. Gokey moved, seconded by Mr. Weller to approve the Municipal Employee Pension Plan MMO at \$151,806.00 and the Police Pension Plan MMO at \$265,634.00. Motion passed 5-0.

**Assistant Open Records Officer**- While the Open Records Officer was on holiday, a very detailed request came in. Upon corresponding with Ms. London, the Manager was informed the Right to Know Act does not require an Assistant be appointed; and responses for requests received during the Open Records Officer's absence can be extended with due notice. Mr. Boland concurred Mr. Lyon also noted that as the current Assistant Open Records Officer, he has never had official training and recommended removing him from that position. Mr. Jones moved, seconded by Mr. Hackett to remove Mr. Lyon as Open Records Officer. Motion passed 5-0.

**Emergency Management Training**-Mrs. Kisch asked for permission to attend radiological officer training on October 6th at the Washington Township building, in preparation for the upcoming Limerick Generating Station emergency exercise to be held November 17th. Mr. Gokey moved, seconded by Mr. Weller to grant permission as requested. Mr. Jones asked that the motion include another upcoming class for EMC training, which date hasn't been announced. Mr. Weller moved to amend the motion to grant permission to attend both trainings, seconded by Mr. Gokey. Motion passed 5-0.

## **EMPLOYEE/OFFICIAL REPORTS**

**Manager:** Mr. Lyon requested a brief executive session to discuss police department personnel matters. The remaining lots in Glenwood Estates (previously known as Amity Lea) have been sold. Mr. Howell-Clarke distributed a handout of the LTL draft drawing for a new salt shed. Mr. Weber reviewed the specs of the drawing. Mr. Jones was concerned about the longevity of the design. Mr. Weber agreed to research and report back to the Board at the September 16th meeting. Gary Kraft, Kraft Engineering, reviewed the Lake Drive bridge, and determined it to need more than 50% of the deck repaired, at an general estimate of approximately \$61K. The Manager stated the bids would be presented at the second meeting of September. Mr. Howell-Clarke stated the bridge is in pretty bad shape. Mr. Jones stated he would like to have some type of sealer on the areas that aren't repaired to extend the life of those surfaces as well. The Board agreed to move forward with the deck repairs. The Manager reported that a request was sent to the interim Superintendent of Daniel Boone School District to arrange for a meeting with school officials to address some challenges with field scheduling and questions about sewer billing. Due to staffing changes at the school, the Township would like to streamline communications and establish a chain of command. Mr. Boland was in touch with the mediator, relative to the Police Labor Dispute, and the hearing is set for September 2nd in Harrisburg. Amity Square had another sewer clog that necessitated televising the lines again, caused by one of the stores. The main is owed by Mr. Yocum and remains clogged. The Manager came across a road closure at W. Welsh Road, where Schlouch was doing a wet tap for PAWC. Upon return to the office, it was determined the work was done without either the contractor or PAWC applying for the permit. PAWC will be required to excavate half the line when doing their final restoration, since they did not contact the Township for inspection when they closed the trench.

**Chief of Police:** Mr. Gokey moved, seconded by Mr. Hackett to authorize Lt. Milesosky to attend the news media relations training hosted by Allentown Police Department September 10-11, 2015, at a total cost of \$325.00. Motion passed 5-0. Mr. Weller moved, seconded by Mr. Hackett to authorize Officer O'Rourke to attend 22nd Narcotics Investigators Information Sharing Conference in Ocean City, MD, November 16-19, 2015, at a total cost of \$492.00. Chief Shuebrook stated that Officer O'Rourke was responsible for the department receiving the Federal Seizure money, which would be used to pay for this

training. Motion passed 5-0. Chief Shuebrook stated part-time officers help fill gaps during absences, holidays, etc. The Chief asked the Board if they would agree to allowing him to pursue hiring 2-3 part-time officers. The Board gave permission for the Chief to pursue candidates. Mr. Weller moved, seconded by Mr. Hackett to authorize Douglass/Berks Police Officer Bryan Sockel to provide First Aid/CPR training at cost of \$40.00/per officer, total cost of \$440.00. Motion passed 5-0.

### **SUPERVISORS**

Mr. Jones stated he would like to discuss possible litigation in executive session.

### **PUBLIC COMMENT**

Jon Herbsleb, Exeter Ambulance Association (EAA), asked the Supervisors to consider reinstating EAA to the run cards for Amity. Mr. Herbsleb stated Berks County DES removed them from all run cards, and now they are in violation of their End User Agreement for their radios, effective Monday, August 24, 2015. Mr. Jones stated since Amity didn't authorize removal, he recommended adding them back onto the run cards as they were before Berks DES's removal. Manager Lyon asked Mr. Herbsleb if reinstated, would EAA be able to fulfill the need as required. Mr. Herbsleb stated they are "contractually obligated to St. Joseph's for non-emergency transport, but yes". Mr. Jones moved, seconded by Mr. Weller to reaffirm EAA should be reinstated to the run cards from which they were removed without permission. Motion passed 5-0.

Mrs. McGrath announced the Board of Supervisors held interviews with perspective Chief of Police candidates on August 13, 2015. The BOS had reconvened to discuss candidates prior to tonight's Board of Supervisor's meeting, as well, which is why the meeting began a few minutes late. Manager Lyon stated he needed direction to hire an outside consultant to conduct background checks on perspective candidates for employment. Mt. Jones moved, seconded by Mr. Gokey to authorize background checks to be done by an outside consultant, at a cost of between \$500.00 and \$1,000.00. Motion passed 5-0.

Gary Weidner, Old Airport Road, asked what the Township will be using the property for at 888 Old Airport Road. Mrs. McGrath stated the property was originally purchased for frontage, which could be used for open space. Currently there are no plans for the home. Mr. Weidner stated he had concerns about lighting because this property neighbors his. Mr. Gokey stated there are currently no lights on the existing ball fields (Wheeler Field).

### **EXECUTIVE SESSION**

At 8:44PM, with there being no further business, Mr. Weller made a motion, seconded by Mr. Jones to adjourn to executive session without intent to return. The purpose of the executive Session was to discuss the police personnel matters and possible litigation. Motion passed 5-0.

Respectfully Submitted,

Pamela L. Kisch  
Township Secretary