

Amity Township Board of Supervisors  
**Meeting Minutes**

October 7, 2015

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

The October 7, 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 Chairperson
- Terry Jones
- Paul Weller
- David Hackett

**STAFF**

- Charles E. Lyon, Manager
- Lieutenant Jamie Milesosky
- Pamela Kisch, Township Secretary
- Tracy Nonamaker, Treasurer
- Brian Boland, Solicitor, Kozloff/Stoudt

**ANNOUNCEMENTS**

Jacob Canning, of Troop #597, was elevated to the rank of Eagle Scout. Jacob's Eagle Court of Honor will be held October 17, 2015 at St. Paul's. The Daniel Boone Optimist Halloween Parade will be held Tuesday, October 27th at 6:30PM. Saturday, October 31st from 5PM until 9PM will be the official Trick-or-Treat date.

**PUBLIC COMMENT (AGENDA ITEMS ONLY)**

None

**MINUTES**

Mr. Jones moved, seconded by Mr. Weller to approve the September 16, 2015 minutes, as presented. Motion passed 5-0.

**FINANCE**

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

\$	56,212.51	General Fund
\$	5,991.55	Fire Fund
\$	48,268.73	Sewer Fund
\$	<u>468.15</u>	<u>Liquid Fuels Fund</u>
\$	110,940.94	<b>Total</b>

Motion passed 5-0.

**REPORTS**

**CODE DEPARTMENT-** The Board would like to see the number of SMO inspections that remain for 2015. Staff will ask to have this added to the report.

**ROAD DEPARTMENT-** Mrs. McGrath asked if the cameras were installed at Lake Drive. Mr. Howell-Clarke replied they were installed.

**UNFINISHED BUSINESS**

***Proposal for Engineering Site Analysis and Layout of 888 Old Airport*** LTL submitted a proposal for \$2,900.00 to complete site analysis and layout of the 12.88 acres located at 888 Old Airport Road for potential development of athletic fields. The Manager asked if the Board had given any consideration to utilizing part of the property to provide a location to house an EMS provider. Mrs. McGrath stated the study that LTL's study should consider all alternatives and provide options. Mr. Weller moved, seconded by Mr. Hackett to authorize LTL to provide the engineering services, at a cost of \$2,900.00, per Mr. Weber's letter dated September 28, 2015. Motion passed 5-0.

**SOLICITOR**

Mr. Boland presented the final version of the Township Manager job description. The Ordinance amendment for posting Meeting House Road for truck restrictions has been advertised for adoption on October 21, 2015. While working on the amendment for temporary real estate signs, Mr. Boland realized Section 924 prohibited parking trailers, RV's, etc in the front yard and Section 404 restricts parking of these vehicles in driveways. Mr. Gokey mentioned the homes in Amity Gardens have shorter driveways, adding they should be allowed to park in those vehicles in their driveway. After discussion, Mr. Gokey moved, seconded by Mr. Jones to revise the draft of the ordinance to allow parking these vehicles in the driveway, outside of the right-of-way only in the HC and MDR zoning districts. Upon further discussion, Mr. Gokey amended his motion revise the draft to allow parking in all driveways outside of the public right-of-way in all zoning districts. Mr. Jones seconded the amended motion. Motion passed 5-0. Mr. Boland recommended doing a Codification of the ordinances. Mr. Jones moved, seconded by Mr. Gokey to authorize Kozloff/Stoudt to complete the codification of ordinances. Motion passed 5-0.

Mike Sassaman, ARRO, handout out an analysis for rehabilitation of the equalization basin (lagoon). The lagoon is twenty six years old, and has not been cleaned out since installation. Mr. Jones stated he would like an actual, contracted, not-to-exceed quote for completing the work before he will support doing any work. Mr. Sassaman stated these companies typically provide per hour and daily rates. Mr. Gokey asked if there are other companies that could provide quotes. Mr. Sassaman stated there are three or four companies that could do that. The Board gave direction to drain down the liquid, enabling staff to get a true picture of how much sludge needs to be removed. Mr. Sassaman stated this could depends on what's there and could take 30 to 60 days. The Board gave direction to drain down the liquid to better evaluate what's there. Mr. Sassaman stated the WWTP operators can drain it in a day and if it's fairly clean, it can be run back through the plant. Mr. Sassaman will work with Dave Wheeler and provide a report to the Board by the end of October.

**NEW BUSINESS**

***Heating Oil Contract*** No bids were received for the opening on October 7th at 10:05am. The Board directed staff to post the contract on PennBid and mail out bid packets to local heating oil providers.

***Reaffirmation of Cell Phone Change to AT&T*** Mr. Jones moved, seconded by Mr. Hackett to reaffirm the change from Sprint to AT&T. Motion passed 5-0.

***County Recycling Event*** Mr. Jones moved, seconded by Mr. Weller to grant permission for Kathie Benson to attend the Berks County Paper Shredding event on October 17, 2015. Motion passed 5-0.

***Resolution 15-20*** Mr. Jones moved, seconded by Mr. Weller to adopt Resolution 15-20, closing Monocacy Hill to non-hunters from November 30, 2015 to December 12, 2015, with the exception of Sunday, December 6, 2015. Motion passed 5-0.

***Benecon Seminar*** Mr. Gokey moved, seconded by Mr. Hackett to grant permission for Kathie Benson to attend a two-day Health Benefits Seminar on November 19-20, 2015. Motion passed 5-0.

***Aidan's Avengers*** Aidan's Avengers held the Super Hero Walk/Run, but relocated the Family Fest to a church due to rain. The Recreation Board voted 4-0 to recommend following written policy, and not issue a refund the fee of \$100.00. Supervisors agreed, written policy should be followed.

**Escrow Release #1 Woods Edge Phase 3B** Mr. Weller moved, seconded by Mr. Gokey to approve escrow release #1 for Woods Edge Phase 3B in the amount of \$60,878.00, per LTL's letter dated October 2, 2015. Motion passed 5-0.

**Stop Sign Replacement at Old Airport and Morlatton Roads** PENNDOT sent notice that they will be replacing the 30"x30" stop sign at Old Airport and Morlatton Roads with a 36"x36" stop sign. Mr. Weller moved, seconded by Mr. Jones to accept the replacement of this stop sign. Motion passed 5-0.

**Gibraltar Lights and Sirens Parade** Robeson Township requested Fire Police assistance from Monarch and Amity Fire Companies on October 24, 2015 at 6:45PM. Mr. Jones moved, seconded by Mr. Hackett to authorize fire police to assistance at the Robeson Parade. Motion passed 5-0.

### **EMPLOYEE/OFFICIAL REPORTS**

**Manager:** The Township received a check in the amount of \$130K from Benecon. This was the final dividend paid for claims in 2014. Claim funds in 2015 indicate there will be very little, if any, dividends paid next year, however, it does not appear that we will be paying into the fund. Benecon rates for health insurance for 2016 will increase 4.6%; compared to only a 2% increase in 2015. The Manager requested an executive session to discuss resignation and notice of termination and WWTP personnel matters. The recycling contract expires December 31, 2015, and can be extended for two years. JP Mascaro would like to extend two years, based on the CPI. The second recycling contract, for the distribution of the recyclables, will expire at the end of 2015 as well. Initially, it was thought there would be a source of income, however it has not been. The Manager asked the Solicitor to review the language in the JP Mascaro contract and determine if the extensions must be (2) one-year extensions or if it can be extended for the full two years; and also review if it's permissible to extend the JP Mascaro contract and bid out the distribution contract. Mr. Jones asked if Mascaro has opened their distribution center. The Manager stated he expects Arbour Green may submit plans at the next Planning Commission meeting. Mr. Lyon went on a police ride-along with Officer Gauby last week. It was very eventful, and gave him a good perspective of what a police officer goes through in a shift. This was very worthwhile, and the Manager encouraged the Board to ride-along if they get a chance. Written complaints were submitted against the owner for rain water leaking through the roof into several stores. As a result of the LTL inspection, three stores were posted and closed. The owner claimed the damages were repaired. A subsequent visit from an LTL inspector revealed they were not. The Manager was notified that Exeter Ambulance Association has disbanded. This was unconfirmed as of the time of this meeting. Mrs. McGrath recalled that Mr. Herbsleb had mentioned in a past meeting that they were losing their non-emergency transport contract and may not have had a choice if another township did not begin utilizing them for services. The Manager reviewed a draft of the 2015 budget. It's anticipated that Leaf Creek may make a PRD submission, which could result in excess of \$800K in recreation fees. \$600K would be paid back into the General Fund. The Manager expects to be able to complete capital projects that were detailed in the budget provided last month. Real estate transfer taxes were high this month. The draft will be refined at the end of each month until year end. Mr. Gokey asked who performed the inspection on the digester roof that was replaced. Mr. Sassaman stated he roof manufacturer would conduct the inspection. Ms. Nonamaker stated the warranty was not received, therefore the Township issued only partial payment. Berks DES sent an email to confirm the warrantees purchased for the radio equipment. The Manager stated the agreements indicate the warrantees purchased. The Township has an electronic copy of the end user agreements that were signed by the County, however a copy of the warranty was not received. Mr. Jones stated the warrantees and manuals should have been in the boxes with the equipment. Mr. Boland agreed.

**Chief of Police:** Mr. Jones moved, seconded by Mr. Gokey to spend \$990.00 from Police Department training budget to send Detective Smith, Officer Coe, and Officer High to various trainings. Mr. Jones questioned if this would create overtime. Lt. Milesosky stated there would not be any overtime. Motion passed 5-0. The jury trial of Pamela Routhier ended on October 1, 2015. Ms. Routhier was found guilty and charged with the accident that resulted in the death of Daniel Shirey on August 23, 2013. Officers

Brian Devlin, Christopher High, and Kenneth Moyer methodically investigated the accident and assisted in the successful prosecution of Routhier.

**SUPERVISORS**

None

**PUBLIC COMMENT**

Mr. Richard Cooper, Limekiln Road, asked what motel was used in connection with the drug bust. Lt. Milesosky responded that there were no incidents reported for Amity Township in relation to those arrests.

**EXECUTIVE SESSION**

At 8:24PM, with there being no further business, Mr. Gokey made a motion, seconded by Mr. Jones to adjourn to executive session which may or may not require returning. The purpose of the executive session was to discuss resignation and notice of termination and WWTP personnel matters. Motion passed 5-0.

At 8:42PM, Chairperson McGrath stated there was no need to return from executive session. Meeting adjourned.

Respectfully Submitted,

Pamela L. Kisch  
Township Secretary