

Amity Township Board of Supervisors
Meeting Minutes

November 4, 2015

Call to Order/Pledge to the Flag

The November 4, 2015 meeting of the Amity Township Board of Supervisors was held at the Township Municipal Building, 2004 Weavertown Road, Douglassville, Berks County, Pennsylvania. The following were in attendance:

SUPERVISORS

Kim McGrath, Chairperson (arrived at 7:03PM)

Paul Weller

David Hackett (arrived at 7:32PM)

STAFF

Kent Shuebrook, Chief of Police

James Mileschosky, Lieutenant

Pamela Kisch, Township Secretary

Tracy Nonamaker, Treasurer

Kathie Benson, Planning Commission Secretary

Brian Boland, Solicitor, Kozloff/Stoudt

Supervisor Weller was present. Mrs. McGrath arrived at 7:03PM due to traffic. Absent a quorum, Chairperson McGrath reviewed the following informational items:

ANNOUNCEMENTS

Nicholas Alexander Morton, of Troop #597, was elevated to the rank of Eagle Scout. Nicholas' Eagle Scout project was to plan, coordinate, and execute the building of two mobile storage units for the Adaptive PA Skiing Program at Camelback Mountain.

PUBLIC COMMENT (AGENDA ITEMS ONLY)

None

Mrs. McGrath and Mr. Weller reviewed the Code and Road Department reports.

ZHB letters of interest The Board received four letters of interest for the vacant position on the ZHB. Larry Speed and Kevin Gibbons submitted letters, and introduced themselves to the Board.

Solicitor Mr. Boland stated Tom Heffner, About All Floors, contacted his office to discuss the easement for Monocacy Hill emergency access, which was accepted in lieu of recreation fees. Mr. Heffner thought the easement could be moved. Mr. Boland advised the Township could consider doing changing the easement in the future, if development is planned; however the current easement must specifically identify the easement for the protection of both the owner and the Township. After discussion, Mr. Boland stated he will contact Mr. Heffner and speak to him regarding his concerns.

Boone Area Library Susan Fixx introduced Amy Resh as the new Library Director. Ms. Resh has an extensive experience with library systems. Ms. Fixx reviewed current and future library services. Union Township, population of 3,503 contributes \$12,750.00 (per capita of \$3.64 per resident); Birdsboro, population of 5,163 contributes \$15,600.00 (per capita of \$3.02 per resident); and Amity, population of 12,583 contributes \$15,000.00 (per capita of \$1.19 per resident), based on the 2010 Census. Ms. Fixx stated the library is requesting an increase in contribution from Amity, adding that Amity Township residents accounted for 27-30% of those who have used the library over the past three months. Mr. Weller asked if anyone at the library has contacted Mascaro regarding matching funds. Mr. Matt Lamm

stated he believes that agreement has lapsed. Mrs. McGrath stated the Board is reviewing a tentative budget, and thanked Ms. Fixx for attending the meeting.

At 7:32PM, Mr. Hackett arrived, completing the quorum. Mrs. McGrath called the meeting to order at 7:32PM.

MINUTES

Mr. Weller moved, seconded by Mr. Hackett to approve the October 21, 2015 minutes, as presented. Motion passed 3-0.

FINANCE

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

\$ 37,189.66 General Fund
\$ 12,573.93 Sewer Fund
\$ 2,983.89 Liquid Fuels Fund
\$ 52,747.48 Total

The disbursements include a \$2,701.60 fee for the Transitional Reinsurance Fee. Mrs. Benson stated this fee is mandated by Affordable Care Act to help cover the uninsured. Payments are only accepted online, via Pay.gov. Motion passed 3-0. The Board reviewed the Treasurer's Report.

REPORTS

CODE DEPARTMENT- Mr. Weller commented on the high number of residents who have not had their SMO inspections completed, which are due by 12/31/15. Mrs. Benson stated this largest area of residents that are required to have the inspections.

ROAD DEPARTMENT- The Road department report was reviewed.

UNFINISHED BUSINESS

ZHB Vacancy Mrs. McGrath stated the Board will review the ZHB letters of interest, and will be discussed at a later date. **Revised leaf Creek Sewer Plan Modules** Richard Almquist stated the sewer modules were sent to the PADEP. The PADEP calculated the fee and when a check wasn't received nine days later, the modules denied. Mr. Almquist stated this was not ample time to have the check generated and mailed to the PADEP. Brian Boyer, Boyer Engineering, stated the revised sewer plan modules are not subject to re-advertising because there were no "substantial changes" made since the initial submission. Mr. Almquist obtained written confirmation from the PADEP stating re-advertising was not necessary, provided no substantial changes were made. Mike Sassaman, ARRO, confirmed the modules had revisions to the treatment, collection, and conveyance systems capacities and the fee to be paid, all of which were items requested by the PADEP. Mr. Weller moved seconded by Mr. Hackett to approve the revised modules as presented, sign and mail to the PADEP when the check is received from Mr. Almquist, and adopt Resolution 15-19-A. Motion carried 3-0.

SOLICITOR

Mr. Boland had given his report before the meeting was called to order and had nothing further to report.

NEW BUSINESS

Heating Oil Contract Mr. Weller moved, seconded by Mr. Hackett to award the heating oil contract for 15,000 gallons of heating oil to Richland Partners, LLC at a base bid of \$25,156.50. Motion passed 3-0. **Holman Baseball Refund** On November 2nd, the Recreation Board unanimously recommended providing a refund of \$1,000.00 to Holman Baseball for the October 10-11th. The tournament was cancelled due to heavy rains that caused fields to be unplayable. There is currently no provision for refunding fees for field use. Mr. Weller moved, seconded by Mr. Hackett to authorize issuing the \$1,000.00 refund to Holman Baseball. Motion passed 3-0. **Credit Card Chip Training** Mrs. McGrath asked if the Township currently accepts credit card payments. Ms. Nonamaker stated currently they do not, however would need this training to do so in the future. Mr. Hackett moved, seconded by Mr.

Weller to grant permission for the Treasurer to attend the training on Thursday, November 12th, at a cost of \$25.00 Motion passed 3-0.

EMPLOYEE/OFFICIAL REPORTS

Manager: The Treasurer provided a draft of the tentative budget, stating there was only minor changes to the previous draft. Revisions included the correct increase for healthcare rates for 2016 and the October EIT numbers. The budget was balanced, with no tax increase, using approximately \$112K from the reserve. Mr. Weller stated he preferred tabling the advertisement of the budget until the Manager returns. The Manager's report dated October 30th indicated the Manager felt it was best to wait until the November 18th BOS meeting to consider the tentative budget. Ms. Nonamaker stated Douglass Township has acknowledged they have a malfunctioning meter and are working to resolve the issue. Mr. Weller asked if it was Douglass' meter; Ms. Nonamaker confirmed it was their meter. The Manager received notice that the PADEP has rescheduled the meeting with the Township and their water quality staff in Harrisburg to Thursday, November 19th. This meeting will be to work toward a resolution of a number of outstanding wastewater issues. Mr. Weller moved, seconded by Mr. Hackett to authorize Kozloff/Stoudt to attend the PADEP meeting, if needed. Motion carried 3-0. Mrs. Kisch stated DBYS submitted a request for the Township to purchase and deliver four loads of infield mix; three loads to be delivered to Hill Road and one load for the small field at Lake Drive. DBYS is making the request for four of their six loads of infield mix for the 2016 season be delivered before Saturday, November 14th. Mrs. Kisch stated in the past, the Township has paid approximately \$325.00 per load. Mr. Hackett moved, seconded by Mr. Weller to authorize purchasing four loads of infield mix for DBYS for the 2016 season, at a cost of approximately \$1300.00. Motion passed 3-0.

Chief of Police: The Chief reported the 2003 Grand Marquis has been transferred and is currently at the Township building. Chief Shuebrook requested the Chairperson's signature on a form for traffic grants related to speed controls. The Chief has arranged for Judge Frederick to attend the December 2nd meeting to swear in the new Chief of Police, Andrew Kensey. Chief Shuebrook thanked the Board, stating he has appreciated their support during his tenure.

SUPERVISORS

Mrs. McGrath introduced a resolution which authorized the appointment of Troy Bingaman as Township Manager, effective December 1, 2015, with an annual salary of \$95,000.00. Mr. Weller moved to adopt Resolution 15-22, seconded by Mr. Hackett. The motion passed unanimously. Mrs. McGrath introduced Mr. Bingaman and welcomed him to Amity Township.

PUBLIC COMMENT

Larry Speed stated the street light at Pine Lane and Leaf Creek Court has never worked, which he feels is a safety concern. Mr. Boland stated the light may not be owned by the Township. Mrs. McGrath asked staff to follow up on the street light and report back to the Board. Richard Cooper, Limekiln Road, inquired about the process to decrease the speed on Limekiln Road. Mrs. McGrath stated that request would be handled by PENNDOT.

EXECUTIVE SESSION

At 8:10PM, with there being no further business, Mr. Weller made a motion, seconded by Mr. Hackett to adjourn to executive session with no intent to return. The purpose of the executive session was to discuss land acquisition. Motion passed 5-0. Meeting adjourned.

Respectfully Submitted,

Pamela L. Kisch
Township Secretary