

Amity Township Board of Supervisors
Meeting Minutes

February 3, 2016

Call to Order/Pledge to the Flag

The February 3, 2016 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
Paul Weller
Terry Jones
David Hackett

STAFF

Troy Bingaman, Manager
Andrew Kensey, Chief of Police
Brian Boland, Solicitor/Kozloff Stoudt
Pamela Kisch, Secretary
Alistair Howell-Clarke, Roadmaster

ANNOUNCEMENTS

Mrs. McGrath announced the annual Optimist Club Easter Egg Hunt will be held Saturday, March 19th at 2:00PM, at the Amity Community Park pavilion. Justin Davis Frey, of Troop #597, obtained the rank of Eagle Scout. Mr. Frey's court of honor was held on January 2, 2016.

PUBLIC COMMENT (AGENDA ITEMS ONLY)

None

MINUTES

Mr. Jones moved, seconded by Mr. Weller to approve the minutes of January 20, 2016. Motion passed 4-0.

FINANCE

Manager Bingaman presented the Board with a new format for the check register, which was easier to read and included check numbers issued. The Board will continue to approve disbursements in the public meeting. The Board will subsequently sign the check register, as a written approval of disbursements. The Board had no objections to using the new check register.

Mr. Weller questioned why there were a large number of voided checks. The Manager explained the printer had run out of ink during printing and when realized, the checks were voided. The Board agreed to begin using the new format for the check register. Mr. Jones moved, seconded by Mr. Hackett to approve the following disbursements:

\$ 115,265.06	General Fund
\$ 28,922.23	Sewer Fund
\$ 2,322.95	EDU Fund
\$ 882.84	Liquid Fuels
\$ 147,393.08	Total

Mr. Hackett questioned check number 1550 that had a description of "weapon for court". The Manager said the weapon was purchased using the officer's uniform allowance. Chief Kensey stated there was prior authorization for officers to purchase a smaller weapon to carry when attending court. Motion passed 4-0.

The Board was presented with a report, detailing overtime paid by department. Mr. Weller stated he liked the report. The Board agreed they would like to continue to receive this report.

REPORTS

Code Department - Mr. Weller questioned the status of the violation where a chicken coop was erected and was being used to sell items, claiming to be a yard sale (107 Monocacy Hill Road). Mr. Weller asked when violations are removed from the Code Report. Staff will check with Mr. Loomis and report to the Board.

Road Department - The Board reviewed the Road Department report and detail of complaints received due to Winter Storm Jonas. Mrs. McGrath asked if the plow trucks hit any of the mailboxes. Mr. Howell-Clarke replied that one was hit by the plow and a plow truck backed into one. Mr. Weller commended crews for doing a stellar job compared to neighboring municipalities. Mr. Jones commented that Township roads were in better shape than some State roads. Mr. Howell-Clarke reported that the power steering box broke on Truck #64 while plowing, forcing them to use the crane truck to finish plowing. A Township truck slid into a ditch when treating Old Airport Road. Truck #65 hit a vehicle, which was parked on the road and completely covered with snow. The resident's driveway was shoveled. It was unclear if the snow was thrown on top of the car, but there were no car parts visible; and the pile did not resemble the shape of a car. Mr. Howell-Clarke said the crews did a great job opening roads and thanked the Board for their positive feedback.

UNFINISHED BUSINESS

None

SOLICITOR'S REPORT

8 Riga Lane - Mr. Boland reported he had spoken to Steve Loomis and advised him to proceed with issuing notice of violation per the MPC (Municipal Property Code). Mr. Boland worked with Mr. Weber and met with the Manager regarding the **sign ordinance**. Mr. Boland expects to present the final draft of the sign ordinance at the next BOS meeting.

NEW BUSINESS

Harrison Potts - Eagle Scout Project - Mr. Harrison Potts, Troop #597, presented plans for his Eagle Scout Project. Mr. Potts proposed installing five park benches at Amity Community Park. Mr. Potts presented the same to the Parks and Recreation Board on February 1st. There will be no cost to the Township, as Mr. Potts' family will donate all materials. Mr. Potts plans to begin the project by the end of February, and anticipates completion by early April. The benches would be placed on 6 inches of sod, using compacted gravel and weed barrier, and would have stainless steel rod anchors. Mr. Weller asked how many man-hours would be spent. Mr. Potts replied 60-70 hours. Mrs. McGrath stated the school should be contacted, as they would be responsible for maintenance and mowing around the benches. Mrs. McGrath wished Mr. Potts good luck with his project. Mr. Harrison presented a packet of his expectations and limitations, asking to have the Chairperson sign off as beneficiary of the project. Scott Weller signed off on this form as well, as Chairperson of the Parks and Recreation Board. Mr. Weller moved to approve of the project and authorize execution of the form, as requested. Mr. Hackett seconded the motion. Motion passed 4-0.

Resolution 16-12 Fee Schedule Amendment The maximum fee that can be charged for providing a vehicle accident report is \$15.00, as set by the PA Vehicle Code. The Fee Schedule was amended to comply with the Code. Mr. Jones moved, seconded by Mr. Weller to adopt Resolution 16-12. Motion passed 4-0.

Woods Edge, Phase 3 - removing topsoil Mr. David Gehret, of PENNACO Excavating, requested permission to remove approximately 2,000 cubic yards of topsoil and subsoil from the southeast side of Woods Edge Drive from the Township to their facility in Leesport. PENNACO would clean the street after topsoil has been removed. Mr. Weller asked that Forino be notified they need to ensure sufficient topsoil remains for grass to grow. Mr. Weller moved, seconded by Mr. Jones to grant permission to PENNACO to remove topsoil and subsoil from Woods Edge, Phase 3. Motion passed 4-0. Mr. Gehret asked for a written confirmation that permission was granted. Mr. Howell-Clarke left the meeting room to provide documentation to Mr. Gehret.

Peddling Ordinance The Manager presented recommended changes to the Peddling Ordinance. Recommended changes included correcting the Ordinance to show applications should be submitted to the Police Secretary and the insertion of language that would allow the Board to change fees from time to time by adoption of resolution. The Manager also recommended increasing fees for Solicitation Permits, to discourage solicitation within the Township. Mr. Weller moved, seconded by Mr. Hackett to authorize advertisement of the Peddling Ordinance, as presented. Motion passed 4-0.

Small Flow Treatment Facility (SFTF) The Manager stated this was being provided for informational purposes. The Board reviewed the letter from the Township Engineer and the project narrative. Mr. Bingaman asked if an escrow would need to be established. Mr. Boland stated there would need to be an escrow after the Township Engineer's review is completed. The SFTF is an on-site system, therefore, would be reviewed by Mr. Weber.

EMPLOYEE/OFFICIAL REPORTS

Manager's Report: The Manager invited Supervisors to attend a meeting with John Weber, members of the Parks and Recreation Board, and DBYS representatives on February 11th at 7:00PM, to discuss plans for 888 Old Airport Road.

LERTA Ordinance The Manager recommended the Board consider adoption of a LERTA (Local Economic Revitalization Tax Assistance) Ordinance, which would provide an incentive for businesses to locate within the Township. LERTA provides a tax break for up to 10 (ten) years. Mr. Bingaman is working on obtaining the Berks County Vision 2030 Plan map layer for the GIS, to identify eligible properties within the Township, based upon the Resolution passed by the County Commissioners. This will be placed on the agenda after all information is received. Mr. Bingaman stated he would invite the school to any public meetings for discussion.

Mrs. McGrath stated the Board would support obtaining the maps and moving forward. Mr. Cooper, Limekiln Road, asked if the Board would consider a KOZ (Keystone Opportunities Zone). Mr. Boland explained that KOZ's provide specific state and local tax benefits but are more restrictive than applications for LERTA.

LED Lighting Retrofit A-1 Energy provided a COSTARs quote for retrofitting the municipal building, garage, and WWTP buildings with LED lighting at a cost of \$49,693.91. Met Ed is offering an incentive rebate (\$17,822.29) for any applicants who submit by February 29th, and have the project completed within 90 days. Changing to LED lighting would provide additional savings on the monthly electric bills, making the rate of return of just under four years. Mr. Weller asked if the cost of retrofitting the lights would be paid out of the 2016 budget to which Mr. Bingaman responded in the affirmative. Mr. Jones moved, seconded by Mr. Weller to authorize the Manager to proceed with the LED lighting retrofit, as presented. Motion passed 4-0.

WWTP gas line to the sludge digester had water in the line, obstructing the line and not allowing gas to get through. Eastern Environmental Contracting quoted \$2,462.00 to replace the 2" gas line.

Mr. Jones moved, seconded by Mr. Weller to authorize using Eastern Environmental for gas line repairs, at a cost not to exceed \$2,462.00. Motion passed 4-0. Mr. Bingaman reported that several manholes had popped, due to excessive rain and snowmelt. There was at least one back up on Old Airport Road. Mr. Jones asked if SSO's had been filed with PADEP. The Manager will verify proper documentation has been submitted.

Union Township The Manager and Treasurer will be meeting with the Union Township Manager and their Engineer next week, to review sewer charges.

Mrs. McGrath asked the Manager to notify Mr. Weller when they schedule the meeting, as he may be able to attend.

Metropolitan Development Representatives from Metropolitan Development met with the Manager to get an idea if the Township would be in favor of a proposed apartment complex along SR422, behind Powerco and Homeworks. The property is owned by Granan Development, LLC.

Mr. Jones stated the property is not zoned for apartments. Chairperson McGrath affirmed the Board would not be supportive of the proposed apartments, and would not like to pursue any further.

Chief of Police: Chief Kensey presented his report. Mr. Weller thanked Chief Kensey for providing a very informative report. Chief Kensey requested an executive session, without need to return, to discuss a police personnel matter.

SUPERVISORS

Mr. Jones asked staff to register him for the Limerick Generating Station training on February 27th at Pottstown Middle School. Mr. Jones thanked crews again for their successful clearing of Township streets. Mr. Howell-Clarke thanked the Police Department for their assistance, getting vehicles quickly removed from streets, enabling his crews to do their jobs quickly and efficiently. Mr. Jones reported fire companies had members staffing the station for 48 hours straight, to ensure responders would be available during Winter Storm Jonas. Mr. Weller announced St. Paul's UCC would be hosting their annual Easter Egg Hunt in March. Mr. Weller asked that the exact time and date be shared as an announcement at the next BOS meeting. Mrs. McGrath reported that Vice Chair Gokey was out of the State due to work commitments, and would not be attending the February 17th meeting. Mrs. McGrath received a "thank you" note from former Manager Chazz Lyon, stating serving Amity Township was one of the greatest privileges of his life.

PUBLIC COMMENT

None

EXECUTIVE SESSION and ADJOURNMENT

At 8:01 PM, with there being no further business, Mr. Jones made a motion, seconded by Mr. Hackett to adjourn to executive session, with no need to return. Matters for discussion in executive session pertained to a police personnel matter and contractual negotiations with a vendor. Motion passed 4-0. Meeting adjourned.

Respectfully submitted,

Pamela L. Kisch
Township Secretary