

Amity Township Board of Supervisors
Meeting Minutes

March 2, 2016

Call to Order/Pledge to the Flag

Chairperson Kim McGrath called the March 2, 2016 meeting of the Amity Township Board of Supervisors, held at the Township Municipal Building, 2004 Weavertown Road, Douglassville, Berks County, Pennsylvania, to order at 7:00PM. 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
Alistair Howell-Clarke, Roadmaster
Pamela Kisch, Secretary

ANNOUNCEMENTS

None

PUBLIC COMMENT (AGENDA ITEMS ONLY)

None

MINUTES

Mr. Jones moved, seconded by Mr. Hackett to approve the minutes of February 17, 2016. Motion passed 4-0.

FINANCE

Mr. Jones moved, seconded by Mr. Hackett to approve the following disbursements:

\$ 96,164.93	General Fund
\$ 37,993.78	Sewer Fund
\$ 13,121.67	<u>Liquid Fuels Fund</u>
\$ 147,280.38	Total

Motion passed, 4-0.

The Board reviewed the Overtime by Department Report.

REPORTS

Code Department - The Code Report addressed the concerns raised by Board members, at the previous meeting, regarding various properties. There was no additional action requested regarding those properties. Manager Bingaman asked the Board to consider Mr. Loomis' letter recommending the use of ***Compliance Engine***, a third party inspection reporting application, to institute an inspection and reporting process for fire systems, devices, and equipment for businesses within the

Township. Compliance Engine (CE) would facilitate management and mailing notifications, reminders, and correspondence to businesses, on Township letterhead, signed by Mr. Loomis. CE will track all necessary maintenance and notify the Township when a business is nonresponsive and/or needs enforcement action. Compliance Engine bills the contractor, and there is no charge to the Township. Mr. Boland has reviewed the terms and conditions of the Brycer Agreement. Mr. Hackett moved, seconded by Mrs. McGrath to adopt Resolution 16-13 and execute the agreement with Brycer, LLC for the use of Compliance Engine. Motion passed 4-0.

Road Report - Mr. Howell-Clarke requested quotes from three vendors for *Street Sweeping*. One company chose not to provide a quote. Mr. Howell-Clarke recommended using R&S Sweeping Co. LLC, who submitted the lowest quote. Street sweeping will commence April 14th and continue for nine days. Mr. Jones moved, seconded by Mr. Weller to use R&S Sweeping Co. LLC, at a rate of \$105.00 per hour. Motion passed 4-0. Mr. Jones asked that the schedule for street sweeping be placed on the Police Facebook and Township website.

Mr. Howell-Clarke presented his **2016 Road Projects**. Richards Avenue and Merritt Avenue would be milled, have base repairs completed and be repaved. Monocacy Hill Road Bridge deck repairs would be completed, and curbs in Open Spaces would be repaired. Mr. Howell-Clarke stated Kraft Engineering will be retained to engineer and oversee the completion of the Monocacy Hill Road Bridge Project; and, requested permission to proceed with preparing the 2016 road projects for advertisement. The estimated cost to complete all of the projects is \$226,755.00, which is slightly below the budgeted amount of \$228K.

Mr. Bingaman stated he attended a **PMHIC/Benecon** meeting and learned the Township will be receiving approximately \$100K in dividends, which could be used for road projects or equipment, as it has been in the past. Mr. Howell-Clarke stated he would like to replace the small dump truck. Mr. Jones stated he would help obtain a quote for the truck replacement. Mr. Jones moved to authorize proceeding with the 2016 milling and paving project as presented, the bridge project, and the curb replacements as a two-phase project; and, placing of required advertisements. Mr. Hackett seconded the motion. Motion passed 4-0.

Waste Water Treatment Plant Report - The Board reviewed the WWTP Report. Interviews were conducted earlier in the month for the **Laborer/Equipment Operator vacancy**. Mr. Wheeler and the Manager recommended making an offer of employment to a candidate who currently holds a CDL license and has relevant experience in the wastewater field. Consensus of the Board was to proceed as requested regarding an offer of employment, contingent upon successful completion of pre-employment screening.

UNFINISHED BUSINESS

Randy Maguire and Mr. Wheeler met with Mr. Jones to evaluate the **crane truck** that Pottstown Borough had previously purchased and felt it was suitable for their day-to-day operations and would be \$3,000.00 under budget. Mr. Jones moved, seconded by Mr. Weller to purchase a new 2016 Chevy chassis from Hondru Chevrolet and the crane body and air compressor unit from Levan Machine & Truck Company, at a combined cost of \$72,441.00. Motion passed 4-0.

SOLICITOR'S REPORT

No report.

Mr. Jones requested an executive session to discuss potential litigation.

NEW BUSINESS

Swearing in of Fire Police - Chief Kensey swore in Monarch Fire Police Melissa Schlott and Tim Manderewicz of 7 Keystone Road, Reading.

Revised 2016 Police Pension MMO- The Manager reported that the vestee liability of the 2015 Police Pension Plan was mistakenly omitted from the original report dated March 12, 2015. The correction resulted in a \$12,217.00 increase in the amortization cost of the Police MMO, which will create a shortfall in the budget. Mr. Weller moved, seconded by Mr. Jones to approve the revised 2016 Police Pension MMO and authorize execution of the same. Motion passed 4-0.

Barry Shirey Turkey Farm Conditional Use - Brian Boyer, Boyer Engineering, representing Mr. Shirey distributed a revised Conditional Use Application and shared a revised land development plan with the Board. The original submission showed a proposed gravel driveway onto Meetinghouse Road. The proposed gravel driveway will go into the existing driveway, which uses Boyertown Pike for ingress and egress on the revised plan. Mr. Boland stated the applicant recently purchased additional land, increasing his total acreage to seventy-six acres, negating the need for variances and the ZHB appeal. The Conditional Use is required because the proposed use is intensive agriculture. After discussion, the Board scheduled the hearing to take place on Wednesday, March 30, 2016 at 6:00PM.

EMPLOYEE/OFFICIAL REPORTS

MANAGER'S REPORT:

PADEP meeting - Mr. Boland, Mike Sassaman & Chris Hannum (Entech), Mr. Wheeler, and the Manager attended a PADEP meeting in Harrisburg on February 29th. The Manager felt the meeting was productive. Mr. Boland stated he has prepared a draft summary of the meeting. Mr. Boland will send the letter to the PADEP, their counsel, and all participants of the meeting, once the Manager, Mr. Wheeler, and Mr. Sassaman have had an opportunity to review it.

Weavertown Road Culvert Replacement - McCormick Taylor contacted the Manager, requesting a letter confirming the detour route for the Weavertown Road Culvert Replacement: from Geiger Road to Monocacy Hill Road to Limekiln Road. Based upon BOS minutes from August 2015, the Manager sent confirmation to McCormick Taylor. Richard Martino, Daniel Boone School Board, asked the Manager to notify the School District when the Township receives a schedule for the culvert work.

PENNDOT Systematic Safety Improvements - The Manager received a letter from Mr. Toomey regarding upcoming PENNDOT systematic safety improvements of various street signals within the Township. Mr. Jones stated there was a lot of money spent replacing old signals with LED signals. Manager Bingaman and Mr. Howell-Clarke will closely review the scope of the proposed maintenance. Mr. Jones stated he would like this on the March 16th agenda.

LERTA - Manager Bingaman shared a copy of the Berks County 2030 Plan map, identifying designated growth, existing development, and future growth areas, which would qualify for the LERTA, if Amity Township adopted a LERTA Ordinance. Once the Township adopts the LERTA Ordinance, anyone making real estate improvements in the identified areas on the map would automatically qualify for LERTA. The Manager will invite the School District, Planning Commission, and anyone who has input respective to economic development for further discussion at a public hearing. Mr. Boland stated the Township could exempt real estate taxes on the value of any improvements, for up to ten years. Businesses in the areas not shaded on the 2030 map would be required to apply to the County for consideration of a LERTA. Mrs. McGrath asked that staff email a copy of the map to the Board for further review and consideration.

EDU Refund Request - The Manager received a letter from Attorney Picardi requesting a refund of EDU fees on behalf of Amity Dentistry. Based on past practice, Mr. Bingaman recommended monitoring flows for a full 24-month period, from the time the property became fully occupied. Mr. Jones recommended staff evaluate flows from the date Reading Hospital and Medical Group was issued their Use and Occupancy Permit. Mr. Weller asked to whom the refund would be issued. Mr. Bingaman stated seven EDU's were purchased by DFT, who previously owned the property. Further determination of who should receive the refund will be necessary when final determination is made.

Declaration of Disaster Emergency - While attending Emergency Management Coordinator training, PEMA representatives recommended reaffirming a Declaration of Disaster Emergency to help facilitate reimbursement for costs incurred during Winter Storm Jonas on January 22, 2016. Mr. Jones moved, seconded by Mr. Hackett to adopt Resolution 16-14, reaffirming the Declaration of Disaster Emergency on January 22, 2016. Motion passed 4-0. Mr. Bingaman stated the Township has already submitted for reimbursement of costs relative to this storm.

Glenwood Estates Blasting - The Manager responded to the residents from Glenwood Estates who attended the February 17th meeting, addressing each of their concerns via email. The response reinforced that the Township will continue to enforce local ordinances. Ragan Newman, 301 Applewood Drive, stated while she was not completely satisfied with responses given, she agreed all of their previous concerns were addressed.

CHIEF OF POLICE:

Video Cameras for Police Cars - Chief Kensey requested authorization to purchase three PRO-VISION in-car video systems, using forfeiture funds. Mr. Weller moved, seconded by Mr. Hackett to authorize the purchase and installation of three PRO-VISION in-car camera systems, at a cost of \$10,455.00, to be purchased with forfeiture funds. Motion passed 4-0. Chief Kensey requested an executive session, with no need to return, for discussion regarding police personnel matters.

SUPERVISORS

Mrs. McGrath stated Mr. Gokey was working out of the area and unable to attend the meeting.

PUBLIC COMMENT

Mr. Martino thanked Mr. Jones for attending Daniel Boone School's facilities meeting. Mr. Martino thanked Chief Kensey for sending representatives to meetings. Mr. Martino introduced new Superintendent James Harris. The Board welcomed Mr. Harris. Mr. Martino stated that Mr. Gokey had spoken in the past about taxes in Daniel Boone School District being too high, and invited all Supervisors to Daniel Boone School's second meeting in June where School Officials will discuss a maximum tax increase. In light of the recent purchase of EDU's, Mr. Martino asked if any plans for development have progressed. Mr. Jones replied they have not, and explained it could be a long time before plans are submitted.

Mr. Travis McClimon, 78 Horseshoe Drive, addressed the Supervisors to request forgiveness of late fees for his sewer bill. Mr. McClimon explained he had not received the bill prior to notice of late fee. Mrs. McGrath asked if he normally receives his bill. Mr. McClimon affirmed he normally does, however he has also received some of his neighbors' mail as well, in error. Mr. McClimon stated he would be signing up for automatic payments. Mr. Jones moved, seconded by Mr. Weller to authorize waiving the late fee for Mr. Climon, with agreement to sign up for automatic payment, and grant permission to the Manager to review future requests and issue credits at his discretion. Motion passed 4-0.

Mrs. Newman stated, as a result of her complaint, a PADEP representative was at her property to assess the damages this week. Mrs. Newman contacted Representative Maloney to keep him informed of the situation. Mrs. Newman asked when Old Airport Road would be repaired. Manager Bingaman stated PA American Water would be fixing the road this spring. She also expressed traffic safety concerns relative to the third lane on SR 422 in the vicinity of Maplewood Drive. The Board stated this is the responsibility of Penn DOT.

EXECUTIVE SESSION and ADJOURNMENT

At 8:03PM, with there being no further business, Mr. Jones made a motion, seconded by Mr. Weller to adjourn to executive session, with no need to return. Matters for discussion in executive session pertained to potential litigation and police personnel matters. Motion passed 4-0. Meeting adjourned.

Respectfully submitted,

Pamela L. Kisch
Township Secretary