

Amity Township Board of Supervisors
Meeting Minutes

March 16, 2016

Call to Order/Pledge to the Flag

Chairperson Kim McGrath called the March 16, 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 7:02PM. The following were in attendance:

SUPERVISORS

Kim McGrath, Chairperson

Paul Weller

Terry Jones

STAFF

Troy Bingaman, Manager

Andrew Kensey, Chief of Police

Brian Boland, Solicitor/Kozloff Stoudt

John Weber, LTL Consultants

Alistair Howell-Clarke, Roadmaster

Pamela Kisch, Secretary

ANNOUNCEMENTS

None

PUBLIC COMMENT (AGENDA ITEMS ONLY)

None

MINUTES

Mr. Jones moved, seconded by Mr. Weller to approve the minutes of March 2, 2016. Motion passed 3-0.

FINANCE

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

\$ 58,462.43	General Fund
\$ 8,470.16	Fire Fund
\$ 40,139.02	Sewer Fund
\$ 11,284.34	<u>Liquid Fuels Fund</u>
\$ 118,355.95	Total

Mr. Weller questioned an invoice for \$10,499.00, payable to Continental Carbon Group.

Mr. Bingaman stated the invoice was for the canisters purchased for the Waste Water Treatment Plant, which was detailed in an email to the Board. There were no further questions. Motion passed, 3-0.

The Board reviewed the Overtime by Department and Treasurer Reports.

REPORTS

Fire Companies - Chief Keith Gabel announced Monarch Fire Company would hold its first Chicken BBQ of the season at the end of April in the Redner's parking lot. Amity Fire Company Chief

Michael Zomolsky reported the Annual Carnival would take place at the end of April. Amity FC anticipates receiving new air packs mid-April.

Planning Commission - Mr. Weber reported the Planning Commission accepted the *Evolution Sports Land Development Plan*, for 507 W. Ben Franklin Highway, for review on March 9, 2016. The Plan proposes renting the existing home and erection of a 22,000 square foot motorsport sales and service building, and a 7,000 square foot storage building. The Planning Commission recommended approval to the ZHB for the variance requested by *Christine Cushman*, 733 Rosewood Drive, to allow expansion of her existing garage. The Planning Commission did not make comments or a recommendation to the Board of Supervisors, concerning the *Barry Shirey Intensive Agriculture Conditional Use application*.

UNFINISHED BUSINESS

Penn DOT Systematic Safety Improvements – Mr. Bingaman reported he has confirmed with representatives at Penn DOT that all traffic signals replaced will be LED signals. All traffic signals removed will be returned to the Township. Mr. Jones moved, seconded by Mr. Weller to adopt Resolution 16-15, approving the TE-160 applications and authorizing the Manager to execute the same. Motion passed 3-0.

Main Street Bridge - Mrs. McGrath asked when work would commence on the Main Street Bridge. Mr. Bingaman responded that no further information has been received. Staff will request a status update from the engineer handling the project.

Mark Deal, Shirey Conditional Use - Mr. Deal asked to present concerns regarding the impact to neighbors and groundwater relative to the Shirey application for the conditional use of intensive agriculture. Mr. Boland stated intensive agriculture is a use permitted under the Zoning Ordinance through a Conditional Use Hearing. Conditional Use Hearings are presented to the Board of Supervisors. Mr. Boland recommended Mr. Deal present his concerns and materials as exhibits at the Conditional Use Hearing on March 30, 2016. Members of the Board are not permitted to form opinions prior to the hearing. Testimony by the applicant and parties of interest shall be presented at the time of the hearing.

SOLICITOR'S REPORT

No report.

ENGINEER'S REPORT

Mr. Weber reviewed the *revised layout for 888 Old Airport Road* baseball fields and parking lot, which was based upon his meeting with the Recreation Board. The size of one field was reduced, which allowed the other two fields to be enlarged to Little League size. An additional twenty-four parking spots were added. The Board was agreeable to the new layout. Mr. Weber will proceed with the NPDES and PennDOT permits, which he anticipated would take a several months to obtain. The new *salt shed* will be placed where the first baseball field is currently located at Myron Wheeler Field. Mr. Weber stated the Township will complete the field and site work. Bids for the salt shed project will be set to open late-May to early June; with work set to begin in end of July to early August.

NEW BUSINESS

Victoria Pastor, TSA Community Service Project - Ms. Pastor, an eighth grade student, will be representing Daniel Boone Middle School at the Technology Student Association (TSA) State Competition in April. As part of the competition, the students must design and install something of benefit to the community. Ms. Pastor and her team presented their plan to construct and install a Free Book Exchange Box at the Township's Municipal Building. The Free Book Exchange Box will be

accessible for residents and encourage reading. Ms. Pastor stated her team would be providing all materials. The project will be finished during the first week in April. Mrs. McGath asked if she needed anything from the Township. Ms. Pastor stated she would like documentation of the meeting. Mr. Weller moved, and Mr. Jones seconded, to authorize Ms. Pastor to proceed with the project as presented and have the Manager document the meeting on Township letterhead. Motion passed 3-0. The Board thanked Ms. Pastor and commended her for choosing such a wonderful project.

Cushman ZHB Recommendation- Christine Cushman, 733 Rosewood Drive, stated she would like to expand her garage. The ZHB application requested a variance to permit expansion of the garage within six feet of the property line. Section 403(e) requires a ten-foot setback. Mr. Weller stated the lot has short frontage and would not be creating any new impervious areas. Ms. Cushman stated her neighbors, who support approval of the variance, plan to attend the ZHB hearing on March 21, 2016. Mr. Weller moved, seconded by Mr. Jones to send a letter of recommendation to the ZHB, recommending approval of the variance requested. Motion passed 3-0.

Pavilion and Athletic Use Forms - The Recreation Board reviewed the amended fees and forms used for pavilion and field rentals. The Manager stated the proposed changes included: a \$30.00 non-refundable application fee for everyone, excluding Township and School District Non-Profit Organizations; field use fees for Category 2 and Category 3 were clarified to be "per field, per day"; and fees were established for tournaments. Policies and forms have been amended, including a requirement for organizations with participants under the age of eighteen to sign a Certification of Compliance for the Volunteer Screening and Background Policy, which must be notarized before it is submitted. The Recreation Board recommended approval. Mr. Weller moved, seconded by Mr. Jones to authorize changes to the forms, as presented. Motion passed 3-0. Richard Martino, Daniel Boone School Board, stated field scheduling was previously turned over to the School, when Charles Lyon was Manager and Kenny Smith worked for the School District. Mr. Bingaman stated scheduling of fields would be addressed when the License Committee meets next week. **Resolution 16-16 Fee Schedule Amendment** – Mr. Bingaman stated the Fee Schedule was amended to encompass the approved changes and increased Peddling Permit Fees. Mr. Jones moved, seconded by Mr. Weller to adopt Resolution 16-16, which updated the Recreation fees and increased Peddling Permit fees. Motion passed 3-0.

EMPLOYEE/OFFICIAL REPORTS

MANAGER'S REPORT:

Waste Water Revised CAPs - The Manager shared a recommendation from Mike Sassaman to retain a flow-metering contractor, at a cost of \$2,800.00 per month, per meter, for a period of one to two months, to capture peak spring rain events at PS2. The purpose would be to provide evidence that the proposed capacity is adequate to handle the peak flows and assure downstream sewers have sufficient reserve capacity to handle additional pumped flow. Mr. Jones moved, seconded by Mr. Weller to authorize retention of a flow-metering contractor for one to two months, at a cost of \$5,600.00. Motion passed 3-0. Mr. Jones stated he would like a complete update of what the needed I&I work being requested by Mr. Sassaman and Mr. Wheeler.

Township Sign – Mr. Bingaman stated the foundation for the sign is scheduled for next Wednesday. The sign is scheduled to be installed and operating by April 1st.

Monocacy Hill - Risa attended the March Recreation Board meeting, requesting permission to add more stone to the park entrance and place native plants in the pollinator garden along Limekiln Road. Risa recommended cleaning the pit toilets. Mr. Howell-Clarke indicated the WWTP has cleaned the pit toilets in the past. The Recreation Board granted permission for MHCA to purchase two or three

new picnic tables, manufactured from recycled plastic lumber. Risa asked for Township Staff to place a plexi-glass cover over the sign and repaint the handicapped parking space. The Board of Supervisors gave their blessing for Staff to proceed with the requested maintenance.

Old Airport Road Restoration - Mr. Howell-Clarke met with PA American. Weather permitting; pavement restoration on Old Airport Road will be completed by mid-April.

Entech Meet and Greet – Mr. Bingaman extended an invitation from Entech for the Supervisors to attend a meeting at Entech's building to meet staff and tour their facility. The meeting will be held on Thursday, March 24th at 11:00AM.

Financial Audit - The 2015 Financial audit was completed, with no significant findings.

The Manager requested an executive session to discuss potential litigation.

Mr. Bingaman stated he has been working on obtaining a quote for a **phone system upgrade**. Previously, the backend hardware was replaced; however, desktop phones were not replaced at that time. The Manager has had callers state they are unable to hear him and, the Manager's phone is unable to transfer calls. Staff has been exploring an **upgrade to the accounting software**, as well as exploring the possibility of **outsourcing the sewer bill printing and mailing**. The Manager will present documentation on the phones, accounting software, and sewer billing at the first meeting in April.

CHIEF OF POLICE:

Chief Kensey requested approval of the **Vehicle Pursuit Policy** (Directive 1) and **Counseling Forms** (Directive 3). The proposed directives were provided to the BOS at a previous meeting and reviewed by Mr. Boland. Mr. Jones moved, seconded by Mr. Weller to approve Directive 1, Vehicle Pursuit Policy and Directive 3, Counseling Form Policy, as presented. Motion passed 3-0. Chief Kensey explained a new initiative where his officers, as well as the Chief, will be conducting **daily safety checks** at businesses within the Township, in an effort to maximize the communication between police and the community. Chief Kensey reported Amity Township has been designated as the **10th Safest Community in Pennsylvania**. The Chief hopes the recent changes help Amity become the number one safest community in Pennsylvania.

SUPERVISORS

Mrs. McGrath shared feedback she received from staff at The Villa, regarding the **safety checks**. The night shift staff expressed their appreciation for Police presence during evening shifts. Day shift staff welcomed the safety checks, noting that their residents rarely see Police when it does not involve ambulance or other emergencies. Mr. Jones said he recently had the pleasure of speaking with a Police Chief of a neighboring municipality, who shared his comments regarding the activation of the **Beacon Lights** in police light bars. The neighboring Chief agreed the lights are a deterrent for criminals and commended Chief Kensey for having insight to institute the change. Mrs. McGrath received a complaint about rough spots on **Nicholson Avenue**. Mr. Howell-Clarke stated the only work recently done on Nicholson was patching of potholes using cold mix.

PUBLIC COMMENT

Denise Larive, Ashford Drive, stated motorists are running red lights at **Monocacy Creek Road and SR422**. Ms. Larive stated she has witnessed near misses; and, was almost hit at this intersection. Chief Kensey stated he would be implementing a traffic vehicle for selective enforcement, as he has concerns with the number of vehicle accidents in the Township. Ms. Larive asked if red-light cameras were an option. Chief Kensey stated he is currently researching what can be done and what grants may be available.

Deb Levens, 535 Glenwood Drive, said that seven homes have damage stemming from *blasting in Glenwood Estates*. Mrs. Levens asked the Board to consider updating the Ordinance to enact more stringent requirements for blasting in residential areas, which she believes has not been updated since 1999. Mr. Boland stated he researched the examples of more stringent ordinances, provided by the Glenwood Estates residents. The Township Ordinance given was one from a Township where a quarry existed. Mr. Boland stated the age of the Ordinance does not mean it is outdated. The PADEP regulations supersede Township Ordinances. Changing the Township Ordinances would not make a difference if the PADEP regulations were not in concurrence. John Levens, 535 Glenwood Drive, stated his garage floor is cracked, and his doorframes have cracks above them. Mr. Boland recommended the residents try to file a claim against the contractor's bond. Ragan Newman, 309 Applewood Drive, stated she has not received a response from the PADEP regarding the damage assessment they conducted at her home on March 2nd.

Mrs. Levens asked if there was anything residents could do about the blasting company not securing trucks that contained explosives. Chief Kensey stated they should contact Police. Mrs. Levens stated they had, and Police explained they had no jurisdiction. Mr. Boland stated written complaints could be filed with Penn DOT, who would be required to respond regarding the blasting company's DOT license.

EXECUTIVE SESSION and ADJOURNMENT

At 8:18PM, 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, for discussions of potential litigation. Motion passed 3-0. Meeting adjourned.

Respectfully submitted,

Pamela L. Kisch
Township Secretary