

**Amity Township Board of Supervisors
Meeting Minutes**

July 6, 2016

Call to Order/Pledge to the Flag

Chairperson Kim McGrath called the July 6, 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 7:01PM. The following were in attendance:

SUPERVISORS

Kim McGrath, Chairperson
Richard Gokey, Vice Chair
Paul Weller
Terry Jones
David Hackett

STAFF

Troy Bingaman, Manager
Brian Boland, Kozloff/Stoudt Attorneys
Alistair Howell-Clarke, Roadmaster
Steve Loomis, Code Enforcement Officer
Dave Wheeler, Waste Water Treatment Plant Superintendent
Pamela Kisch, Secretary

OATH OF OFFICE - PATRICK HEDGEPEETH

Judge Victor Frederick IV administered the Oath of Office to Police Officer Patrick Hedgepeth. Board members congratulated Officer Hedgepeth.

PUBLIC HEARING and Adoption of LERTA Ordinance

Mr. Boland began the public hearing and introduced exhibits into the record. The Tax Abatement Ordinance, if adopted, would allow tax exemption for businesses, over the period of ten years on improvements made to properties previously identified by the Board and depicted on the map marked Exhibit "A". Taxes paid on said improvements would be zero percent the first year; ten percent the second year; and increase by ten percent each year after until reaching 100% taxable improvements in the eleventh year. Mr. Boland asked if the Board had any questions. Hearing none, Mr. Boland asked if the Public had any questions. Hearing none, Mr. Boland asked if the Board was ready to take action. Mr. Gokey moved, seconded by Mr. Weller to adopt the Local Economic Revitalization Tax Assistance Act (LERTA) Ordinance #296. Motion passed, 5-0.

ANNOUNCEMENTS

None

PUBLIC COMMENT (AGENDA ITEMS ONLY)

None

VISITORS

Mike McGuire- Gannett Fleming, presented plans for the PennDOT Main Street Bridge Project (SR2047, over Mill Race). Mr. McGuire stated the maintenance repair will be begin in Summer 2017, with completion by Labor Day to replace the bulkhead and arch culvert. Work will include extending

the pipe and head wall, extension of the guiderail and pavement repairs. The bridge will be closed for approximately six weeks. The proposed detour would be approximately six miles using SR0724 to SR0345 to SR0422 to Monocacy Creek Road. Pennsylvania Bike Route "L" will follow the same detour route. PennDOT will install a new manhole for future access. Monarch Fire Company may need to look at additional detours and possibly park apparatus elsewhere during the bridge closure. Mr. Jones requested updates of when the project is awarded and start dates. Mr. McGuire agreed to send notice out two weeks prior to construction. Project display boards and comment sheets were left at the Township Building.

MINUTES

Mr. Jones moved, seconded by Mr. Hackett to approve the minutes of June 15, 2016. Mr. Gokey stated the comments made by Mr. Cooper at the June 15th meeting regarding discussion at the Daniel Boone School Board meeting by Birdsboro Manager Aaron Durso alleged that Amity Township isn't doing their part to attract business and bring more tax revenue to Daniel Boone School District.

Mr. Gokey stated the Manager completed research and determined that Amity Township residents pay over four times what Birdsboro Borough and Union Townships pay in Daniel Boone School Taxes.

Amity Township pays approximately \$20M in taxes, as compared to Birdsboro at \$5M.

Motion passed, 5-0

FINANCE

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

\$ 112,673.50	General Fund
\$ 52,768.75	Sewer Fund
\$ 4,540.00	EDU Fund
<u>\$ 2,166.21</u>	<u>Liquid Fuels Fund</u>
\$ 172,148.46	Total

The Board reviewed the Overtime by Department Report.

REPORTS

Code Department- Mr. Gokey thanked Mr. Loomis for his assistance in getting the grass cut along Old Swede Road at ACE Hardware. Mr. Loomis stated the lot is leased by the estate of Stanley Mauger to National Penn Bank (NPB). Property maintenance is the lessee's responsibility. BB&T acquired NPB. Mr. Loomis stated once he was able to make contact with BB&T the property was mowed. Mr. Jones asked about progress of 8 Riga Lane. Mr. Loomis stated the property owner's attorney is now involved and has assured full compliance. Mr. Weller asked about the progress of B&S Storage. Mr. Boland stated revised plans have not been submitted, since communication was sent to the owner in December 2015. Mr. Weber provided comments to the plan, but there is currently no violation. Mrs. McGrath questioned if B&S Storage owes money to the Township. Mr. Bingaman stated there is a small escrow balance of approximately \$100.00. Mrs. McGrath noted the owner has declared bankruptcy.

Road Department - Mr. Howell-Clarke provided a quote for line painting and requested permission to proceed, as this was budgeted. Mr. Gokey moved, seconded by Mr. Jones to authorize line painting as quoted by A-1 Traffic Control Products at a cost not to exceed \$18,338.16. Motion passed, 5-0. Mr. Weller questioned status of the injector pump. Mr. Howell-Clarke responded that it was sent to Illinois and he is awaiting a response. Mr. Gokey stated he was very impressed with the paving work done on Richards and Merritt Avenues.

Waste Water Treatment Plant - Mr. Weller asked if everything was running smoothly at the plant. Mr. Wheeler affirmed the same.

UNFINISHED BUSINESS

None

SOLICITOR'S REPORT

Mr. Boland stated the last Codification of Ordinances was done over nine years ago. Ordinances adopted since the previous codification have been incorporated into the Codification which has an effective date of July 6, 2016. Mr. Boland stated the proposed Ordinance is required to adopt the Codification of Ordinances and has been properly advertised. The Township was provided a paper copy, as well as two searchable disks of the Codification. Mr. Weller moved, seconded by Mr. Hackett to adopt Ordinance #297, and adopt the Codification of the Ordinances. Motion passed, 5-0.

NEW BUSINESS

DBYS Storage and Meeting Space Request- Mr. Weller stated he was approached by a member of DBYS who asked to discuss the possibility of utilizing 888 Old Airport Road for storing paperwork and holding monthly meetings. Dennis Gass, DBYS, stated they currently meet at Hill Road, dependent on weather. DBYS requested storage space for files and a meeting space for baseball, however, other affiliate organizations such as BMF, may also request space. Mr. Jones asked if the basement area is suitable. Mr. Howell-Clarke stated the basement is damp. Mr. Bingaman said a dehumidifier would be necessary, and the amount of parking could become an issue. Currently the only item at the property is the old Township sign. Future plans include storing Township and Police records. Mr. Gokey stated Police records would need to be secured. Mr. Weller stated he is in favor of the Township providing space, if possible. Mr. Weller stated the Township would like to request the local teams provide a list of their officers and appoint one person as the point of contact. Mr. Gass stated the merger between DBYS and DBCA should be completed within the next month or so, and agreed to discuss at their next meeting. Mr. Howell-Clarke asked if Mr. Gass could provide a contact to gain entry to the blue shed on Wheeler Field, owned by DBYS. Mr. Gass stated he'd provide a contact. Mr. Weller asked if staff was able to determine if the well was connected at Hill Road, to allow additional spigots to be installed by DBYS. Mr. Howell-Clarke stated the pump turned on, but did not pump water. Mr. Gass stated there is PVC pipe under the middle field; as they hit the line while doing work. Mr. Gass believed Little Squirt installed the lines, but when he contacted them they told him they were unable to determine where the lines were run. Mr. Bingaman stated he has reviewed files and was unable to locate diagrams of the irrigation system. Mr. Weller recommended someone contact the former Manager to see if he had prior knowledge.

EMPLOYEE/OFFICIAL REPORTS

MANAGER'S REPORT:

I&I Inspections - Brian Sands completed just over a hundred I&I inspections to date; 95 of which passed, 6 have some issues to correct, and one illegal sump was found. Phase 5 of the I&I repairs will be advertised for bidding in the next week or so. The estimated cost of those repairs is \$188,000.00.

Leaf Creek Interceptor - The required General Permits were approved. The Part II Permit will be submitted. Bid documents will be developed by Ebert Engineering with the hope of issuing a notice to proceed by August 5, 2016. The Board previously approved Ebert to do inspections for this project. Mr. Bingaman solicited a quote from Entech to provide inspections for the project, due to concerns that the same engineer that designs the project should not be used to conduct the inspections. Entech quoted \$41,181.00 for inspections; while Ebert's quote was \$32,516.00.

The Board was in favor of using Ebert, as previously approved.

IT Services Change - Staff met with several vendors and spoke with neighboring municipalities regarding IT services. Mr. Bingaman recommended changing to Ridge Support Technologies. Ridge Support Technologies is owned by a long-time Amity Township resident, has impeccable references, and lower rates than the current vendor. The Township would save approximately \$850.00 per month, based upon current spending. Mr. Bingaman proposed having a WiFi connection installed in the Township building. Chief Kensey has met with the new vendor and agrees the change is necessary based upon some issues with our current vendor. After a brief discussion, Mr. Weller moved, seconded by Mr. Jones to spend \$15,331.50, not currently budgeted to change IT services to Ridge Support Technologies. Motion passed, 5-0.

Contract Extensions - The current Fuel Contract with PAPCO allows for (3) one-year extensions at the original bid rates, if mutually agreeable by the Township and Contractor. Mr. Bingaman recommended extending the contract through September 2017. This is the third and final extension and fuel would be bid in 2017. The current Heating Oil Contract with Leffler Energy allows for (3) one-year extensions at the original bid rates, if mutually agreeable to the Township and Contractor. Mr. Bingaman recommended extending this contract. This would be the first of three possible extensions. Mr. Gokey moved, seconded by Mr. Jones to authorize extensions of the Fuel and Heating Oil Contracts. Motion passed, 5-0.

Retrofit Street/Intersection Lighting to LED - Met-Ed owns 86 street lights in the Township; but the Township pays monthly maintenance fees and energy bills for those lights. Met-Ed offers a program where they retrofit these lights to LED, which would reduce the monthly energy bills and maintenance charges. Met-Ed is willing to change out the lights to LED, however some of the lights still have remaining investment value.

Met-Ed would change out the lights in groups, and the Township would be responsible to pay pro rata; of an overall value of \$8,145.83. The estimated monthly savings of \$360.00 indicates recoup of the expense in less than two years, with ongoing energy savings. Mr. Jones moved, seconded by Mr. Weller to authorize the overall expense of \$8,145.83, which will be reimbursed through energy savings over two years. Motion passed, 5-0. Mr. Bingaman proposed budgeting funds for 2017 to convert the Township owned lights to LED.

Tax Repository Sale - The Berks County Tax Claim Office received a bid of \$501.02 for a strip of land next to Dotterer's Auto Service on Ben Franklin Highway West. Prior to the Tax Repository Sale, this property was exposed to the Upset Tax Sale and Judicial (Free and Clear) Sale and had received no bids. The County is required to notify lien holders and request consent to accept the bid(s). A response is required by July 15, 2016. Mr. Bingaman stated the Township won't receive any monies owed because the property went to the Tax Repository Sale. Mr. Jones stated the bid should be denied; and the Township should ask that the property be deeded to the Township. Mascaro owns property on either side of this parcel. Mrs. McGrath asked the Manager to determine what options the Township may have. The next Board meeting is after the response date. Mr. Jones stated any action needed can be done via email or phone and ratified at the July 20th meeting.

Radon Detector - The radon detector purchased is one that can be used continually and will be available to businesses and residents to determine the presence of radon in their home or building. The detector is placed in a basement for a week; after which time a reading indicates the presence and/or level of radon. Mr. Loomis stated the Board adopted radon control requiring piping to the roof but there are no requirements that radon tests be conducted. The detector cost \$200.00. The Board agreed this is a valuable tool for residents and businesses, but requested staff create a waiver to be signed by the borrower(s) accepting liability for replacement of the equipment if it is damaged, lost,

stolen, or not returned. Borrowers would be required to provide a picture ID to be kept on file until the equipment is returned in good working order.

Greenways, Trails & Recreation & Recreation Grant - The grant application submitted in 2015 for rehabilitation of Lake Drive Park was approved for \$30,000.00, with a 25% match. The grant proposed rehabilitation of the existing pavilion bathrooms and making it handicap accessible. After visiting the park, Mr. Howell-Clarke and Mr. Bingaman agreed it may be better to relocate the pavilion closer to the basketball courts and eliminate the bathrooms. Once official notice has been sent, Mr. Bingaman intends to review the grant to see what modifications can be made. Mr. Jones said he would like to see the drive through to SR0422 cut off from the park. Mr. Bingaman reported some of the playground equipment at Lake Drive has become worn and needs to be repaired. The Board was in favor of the proposed modifications.

Sewer Bills - The new format of the sewer bills seems to have caused some confusion with residents. Wording has not changed on the billing, but Mr. Bingaman will work with the Treasurer to ensure a message is placed on the next cycle of bills.

CHIEF OF POLICE

Chief Kensey reported the North Central Highway Safety Network reimbursed the Amity Township Police Department \$2,411.64 for Buckle Up PA overtime enforcement. An additional \$438.48 was reimbursed for Impaired Driving 2016 overtime enforcement. Police will be applying for an Aggressive Driving Grant. The Chief requested an executive session to discuss personnel matters, with no intent to return.

SUPERVISORS

None

PUBLIC COMMENT

Richard Cooper, Limekiln Road, questioned if a security system or cameras would be necessary should the Township store police records at 888 Old Airport Road. Mr. Jones responded that issues such as this would need to be addressed as dialogue continues.

The following Boy Scouts from Troop #521 were in attendance working toward Citizenship in the Community Badges: Sean Perretta, Christopher Perretta, Pierson Busch, Charles Marquette, Vincent Ciotti, Aydan Bonner, Harrison Leister, Dylon McGrann, Connor Hartline, and Keith Forster.

ADJOURNMENT

At 8:12PM, with no further business, Mr. Gokey moved, seconded by Mr. Hackett to adjourn to executive session for discussion of personnel matters, with no intent to return. Motion passed, 5-0. Meeting Adjourned at 8:12PM.

Respectfully submitted,

Pamela L. Kisch
Township Secretary