

**Amity Township Board of Supervisors**  
**Meeting Minutes**

December 7, 2016

Call to Order/Pledge to the Flag

Chairperson Kim McGrath called the December 7, 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  
Richard Gokey, Vice Chair  
Paul Weller  
Terry Jones

**STAFF**

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

**ANNOUNCEMENTS**

None

**PUBLIC COMMENT (AGENDA ITEMS ONLY)**

None

**MINUTES**

Mr. Gokey moved, seconded by Mr. Jones to approve the minutes of November 16, 2016.  
Motion passed, 4-0.

**FINANCE**

Mr. Jones made a motion, seconded by Mr. Weller to approve the disbursements as follows:

\$ 294,009.68	General Fund
\$ 62,000.00	Fire Fund
\$ 66,317.38	Sewer Fund
\$ 160,922.94	EDU Fund
\$ 433.00	<u>Liquid Fuels Fund</u>
\$ 585,463.00	Total

Motion passed, 4-0.

The Board reviewed the Overtime by Department Report.

**REPORTS**

**Code Department** – Mrs. McGrath asked for an update on the issue at 8 Riga Lane. Mr. Loomis stated a citation was issued for erecting an accessory structure in the front yard, and a hearing has

been set for December 28<sup>th</sup>. The second radon detector was purchased. Rentals are scheduled into March 2017. Mr. Jones moved, seconded by Mr. Gokey to purchase a third radon detector from the 2016 budget. Motion passed, 4-0.

**Roads** – Mr. Gokey asked about ceiling repairs done in the Police Department. Mr. Howell-Clarke stated the light came down and collapsed a portion of the ceiling. Mr. Gokey asked when the new salt shed can be used. Mr. Howell-Clarke reported the paving was completed and staff began using the salt shed earlier this week. The electric and lights should be installed by the end of next week.

**Waste Water Treatment Plant** – Mr. Gokey complimented Mr. Wheeler on the operation and management of the sewer plant, adding that he appreciates the work they do to keep odors to a minimum, unlike other nearby plants. Mr. Weller asked for an update on the lagoon. Mr. Wheeler reported the lagoon project was completed and came in under budget. Wexcon began the I&I Phase 5 repairs on December 5<sup>th</sup>.

### **UNFINISHED BUSINESS**

**Salt Shed Parking Lot Project** – Mr. Jones moved, seconded by Mr. Weller to reaffirm award to the lowest bidder, the H&K Group at a cost not to exceed \$29,412.20. Motion passed, 4-0.

**Rosewood Glen** – Mr. Boland reported that an agreement was reached with the Rosewood Glen Condominium Association. The Temporary Construction Easement Agreement does not bind any party to paying for the repairs, it will merely provide the Township access to begin working on the corrugated storm sewer pipe which has rotted and created a sinkhole on Nicholson Drive. The pipe must be replaced from the catch basin to the gully. Mr. Weber will propose a design to resolve the issues that created the gully and present an estimated cost of the project. Mr. Boland stated he didn't believe the Township is fully responsible for the problems, however it is necessary to design a fix and prevent the issue from reoccurring. Mr. Gokey moved, seconded by Mr. Weller to accept the Temporary Construction Easement Agreement and authorize execution of the same. Motion passed, 4-0.

**Woods Edge** – Mr. Boland stated Forino requested the Township grant a waiver for 43-45 homes which had steel pins installed instead of concrete monuments in Phase 3B, and reduce the security required for the 18-month agreement, as was previously agreed upon at the July 20, 2016 Board of Supervisors meeting. The pins were installed by the previous developer, prior to Forino owning the properties. Forino is also requesting the Township take the **Deed of Dedication for Woods Edge 3B**. Forino agreed to install two new **LED street lights** in Phase 3C and replace a damaged street light with an LED light in Phase 3B at their cost. Mr. Jones moved, seconded by Mr. Gokey to grant the waiver of the concrete monuments as requested, adopt Resolution 16-25 accepting the deed of dedication for Woods Edge Phase 3B, reduce the 18-month security to \$143,092.48 and authorize Escrow Release #2 in the amount of \$283,918.02 per LTL's letter dated December 6, 2016, and accept the two new street lights in Phase 3B. Motion passed, 4-0. Scott Sweigart, Forino, stated the new street lights should be in next week. Met-Ed will send the resolution for the two new street lights in Phase 3C. Mr. Sweigart thanked the Board.

**Recreation Fees** – Mr. Boland presented a draft of the proposed changes to the Ordinance. After discussion, Mr. Jones moved, seconded by Mr. Gokey to authorize advertisement and submission to the County proposing a reduction to the Recreation Fee for Commercial from .01 to .006 and setting a Recreation Fee for Agriculture at a rate of .001. Mr. Boland stated the amendment would be to the SALDO and needs to be sent to the County for their comments. The Ordinance change could be considered in the second meeting of January but most likely would be in February. Motion passed, 4-0.

*Valley View Manufactured Home Community* – Mr. Howell-Clarke stated the owner is aware several of the signs need to be changed to be compliant with PennDOT regulations. This item was tabled until signs have been changed out.

### **SOLICITOR'S REPORT**

Mr. Boland had nothing further to report.

### **NEW BUSINESS**

*Adoption of 2017 Budget* – Since the 2017 Budget was advertised, the General Fund expenditures were down \$933.46 and Sewer expenditures were down \$2,328.54. Mr. Jones moved, seconded by Mr. Weller to adopt Resolution 16-26, adopting the 2017 Budget. Mr. Gokey asked what the percentage was for the tax increase. Mr. Bingaman stated the General Fund required a .5 mil increase, taking the Township total real estate tax to 2.45 mil, and Sewer Bills will increase \$10.00 per quarter. Mr. Gokey stated the Township has been frugal and kept taxes at bay, but the last few years it seems too much money is being spent. Mr. Gokey stated that the Chief indicated the new part-time police officer hired would cut overtime and it did not. Mr. Jones stated that officer was released before the overtime savings could be realized. Mr. Jones stated the Township has been frugal and absorbed many increases, notably the excessive increases in the cost of health insurance and simply can no longer continue absorbing those costs. Mr. Bingaman explained with the Capital Reserve Fund, the Township will begin planning ahead. Purchases using those funds would still require Board approval. Mr. Jones stated the budget increases have been placed in the newspaper and Facebook and called for a vote to adopt the budget. Motion passed, 3-1-0. Mr. Gokey was opposed.

*Adoption of Fund Budget Resolution* – Mr. Bingaman deferred this to the December 21<sup>st</sup> meeting.

*Robert Hoeveler Resignation from EAC* – Mr. Hoeveler has resigned, and the Chairperson for the EAC is not seeking reappointment. Mr. Bingaman stated he has not received any minutes for 2016 meetings and asked the Board for direction. The Ordinance currently states the EAC is a five-person board. Mr. Bingaman stated it could be changed to a three to five-person board or they could consider abolishment of the board. Mr. Gokey moved, seconded by Mr. Jones to accept the resignation of Robert Hoeveler effective December 31, 2016. Motion passed, 4-0. The Board asked staff to contact the remaining EAC Board members to determine if they plan on continuing to serve.

*Fire Hydrant Agreements* – Mr. Boland had reviewed the documents and the requested changes have been made. Mr. Jones moved, seconded by Mr. Weller to accept the PA American Water Company Fire Hydrant Agreements for fifteen fire hydrants in Woods Edge, Highmeadows Estates, and DSIC Project Old Airport Road. Motion passed, 4-0.

*Escrow Releases for Highmeadows* – Mr. Jones moved, seconded by Mr. Weller to authorize Escrow Release #4 for Highmeadows Estates Phase 3 Section I in the amount of \$9,600.00 and Escrow Release #5 for Highmeadows Estates Phase 3 Section II in the amount of \$16,793.75, per the LTL letters dated December 1, 2016. Motion passed, 4-0.

### **EMPLOYEE/OFFICIAL REPORTS**

#### **MANAGER'S REPORT:**

*Lagoon Project* – The lagoon project has been completed. When the dried sludge disposal was factored in, the actual savings of the project was \$102,542.87.

*Street Restorations* – Mr. Bingaman distributed a draft to make revisions to the Ordinance where restorations are required for excavation of Township roads. Mr. Weller moved, seconded by

Mr. Gokey to authorize advertisement to amend the Ordinance, subject to final approval of the engineer. Motion passed, 4-0.

***Leaf Creek Interceptor*** – The PADEP issued another technical deficiency letter identify four points and requesting a response within fifteen days. Ebert Engineering is preparing a response.

Mr. Bingaman requested a brief executive session to discuss personnel matters.

### **CHIEF OF POLICE**

The Police Department received \$1,000.00 grant for participation in Buckle Up Pennsylvania on November 20<sup>th</sup>. The second annual Bowl With a Cop was held at Jay Lanes. The Chief will be providing an updated policy for use of the Lethality Assessment. The Daniel Boone Optimist's first annual Community Tree Lighting Event was held on December 11<sup>th</sup>. Police Officers and Fire Police assisted with traffic control at Postal Road. Applications are being accepted for a Full-Time Police Officer. The application requires a \$40.00 fee. The Chief reported on a sexual assault near Lake Drive Park. There are no suspects at this time. The Police have been receiving tips on a daily basis. The Chief urged residents to remain vigilant and be aware of their surroundings at all times.

Chief Kensey requested a brief executive session to discuss police personnel matters.

### **SUPERVISORS**

None

### **PUBLIC COMMENT**

Denise Larive, Ashford Drive, stated she recently had an issue with a neighbor who placed a fence on part of her property, and there are no concrete monuments. Mrs. McGrath explained her development was constructed before concrete monuments were required.

Phyllis Cooper, Limekiln Road, thanked Mr. Gokey for being concerned about the affect the increase in taxes will have on residents.

### **ADJOURNMENT**

With no further business, at 8:27PM, Mr. Weller moved, seconded by Mr. Jones to adjourn to executive session with no intent to return for discussion of personnel and police personnel matters. Motion passed, 4-0.

Meeting Adjourned at 8:27PM.

Respectfully submitted,

Pamela L. Kisch  
Township Secretary