

**Amity Township Board of Supervisors  
Meeting Minutes**

February 15, 2017

Call to Order/Pledge to the Flag

Chairperson Kim McGrath called the February 15, 2017 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  
David Hackett, Vice Chair  
Richard Gokey  
Paul Weller  
Terry Jones

**STAFF**

Brian Boland, Kozloff/Stoudt Attorneys  
John Weber, LTL Consultants  
Troy Bingaman, Manager  
Andrew Kensey, Chief of Police  
Pamela Kisch, Secretary

**ANNOUNCEMENTS**

None

**PUBLIC COMMENT (AGENDA ITEMS ONLY)**

None

**MINUTES**

Mr. Gokey moved, seconded by Mr. Hackett to approve the minutes of February 1, 2017.  
Motion passed 5-0.

**FINANCE**

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

\$	55,404.05	General Fund
\$	8,613.88	Fire Fund
\$	14,840.46	Sewer Fund
\$	12,375.00	EDU Fund
\$	196.78	Liquid Fuels Fund
\$	91,430.17	Total

Motion passed 5-0.

The Board reviewed the Overtime by Department and Treasurer's Reports.

**REPORTS**

**Fire Companies** – The Board reviewed Monarch Fire Company's reports. Amity Fire Company and Monarch Fire Company representatives did not attend the meeting.

**Planning Commission** –Mr. Jones moved, seconded by Mr. Hackett to approve the *six waivers requested for Evolution Powersports*, as listed in the Boyer Engineering letter dated February 9<sup>th</sup>, 2017. Motion passed, 5-0. Mr. Weller moved, seconded by Mr. Gokey to grant **Evolution Powersports Conditional Preliminary Plan approval** per the LTL letter dated February 3<sup>rd</sup>, 2017 and approvals of outside agency reviews. Mr. Gokey questioned if the applicant is looking to negotiate offering land-in-lieu of recreation fees. Mr. Boyer stated that was something the applicant was hoping to pursue; as this would provide additional access to the emergency access that exists today behind About All Floors. The choice of land or fee shall be at the sole discretion of the Township. Motion passed 5-0. Mr. Boyer presented the Barry Shirey Final Land Development Plan, requesting Conditional Final Plan approval. Mr. Shirey added an eight foot wall at the end of the house to force air in a southeasterly direction. Mr. Boyer stated the fans will be redirected at the owner's house. The Planning Commission recommended the BOS grant Conditional Final Plan approval conditioned upon items being resolved from the LTL letter dated February 3<sup>rd</sup>, 2017 and extending the deflecting wall at the northern most house to twelve feet. Mr. Boyer stated the E&S Plan is pending approval and revisions were sent to PennDOT to reduce the size of the driveway and turning radius. Permits will be pulled once all approvals have been granted. Mr. Boland and Mr. Weber recommended the BOS table the Conditional Final Plan approval until they have a plan with the revisions agreed upon by the Planning Commission, allowing additional time for Mr. Boyer to obtain the Easement for the Brown property, present a consolidated deed and provide time for the review of the Stormwater Agreement and calculations necessary to finalize the Financial Improvements Agreement. Mr. Boland stated he will contact Matt Doll to request the Easement Agreement. The Board tabled the **Shirey Conditional Final Plan approval** for the March 1<sup>st</sup> meeting.

**UNFINISHED BUSINESS**

None

**SOLICITOR'S REPORT**

Mr. Boland had no report.

**ENGINEER'S REPORT**

Mr. Weber stated items from his report are covered in the agenda.

**NEW BUSINESS**

**Highmeadows Phase 3 Section II, Escrow Release #6** – Mr. Jones moved, seconded by Mr. Weller to approve Escrow Release #6 in the amount of \$30,850.00 per the LTL letter dated February 10<sup>th</sup>, 2017. Mr. Bingaman stated the releases for Highmeadows have been joint releases; to Barwis Construction and THP Properties. This release was requested to be made to THP Properties only. Mr. Boland stated he would review the original agreement. Mr. Jones amended his motion to authorize the Escrow Release #6 in the amount of \$30,850.00 per the LTL letter dated February 10<sup>th</sup>, 2017 and final review of the Solicitor and Engineer. Mr. Weller seconded the amended motion. Mrs. McGrath questioned the “tire cleaner” under E&S Control in the LTL letter. Mr. Weber stated this is stone used to clean construction vehicle tires as they vacate the site. Motion passed 5-0.

**Resolution 17-09** – Mr. Jones moved, seconded by Mr. Hackett to adopt Resolution 17-09 for disposal of records. Mr. Weller asked if the documents listed could all be destroyed. Mr. Bingaman stated the resolution was prepared in accordance with the Municipal Records Act. Motion passed 5-0.

## **EMPLOYEE/OFFICIAL REPORTS**

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

***Lake Drive Park Improvements*** – Mr. Bingaman obtained a quote from LTL Consultants for approximately \$5K to develop the specifications needed to place the project out for bid. Mr. Gokey moved, seconded by Mrs. McGrath to authorize LTL Consultants to prepare the specifications and move forward with the project. Motion passed 5-0.

***2015 Drawdown Loan*** – The deadline to draw funds from the 2015 borrowing is set for May 2017. The Township could draw the money for Leaf Creek, with the project still awaiting approvals by PADEP or request an extension of the draw down period. Jamie Schlesinger of PFM prepared a simple extension agreement to extend the draw down period. The agreement was sent to Mr. Boland for review. Mr. Boland stated the bank is not charging a fee for the extension. Mr. Jones moved, seconded by Mr. Weller to submit the agreement requesting an extension. Motion passed 5-0.

***Unexpected Cash Receipts*** – The Township recently received unexpected revenues; \$191,425.00 in transfer tax for the sale of the Keystone Villa; \$32,293.00 for reimbursement monies from a previous years' recycling grant; and \$48,833.93 from PEMA for reimbursement for Winter Storm Jonas. Mr. Bingaman recommended transferring the funds to the Capital Fund. Mr. Gokey asked how much interest is earned in the Capital Fund as compared to the interest rate for borrowing funds. Mr. Bingaman stated the interest rate for the Capital Fund is approximately .75%, and the current bond interest rate is 2.8%. Mrs. McGrath questioned how much debt the Township currently has. Mr. Bingaman stated it's approximately \$2.855M. The Board agreed to revisit this matter once we have a better handle on the funding needed for the Leaf Creek Interceptor. Mr. Jones moved, seconded by Mr. Weller to authorize transferring \$272,551.93 from the General Fund into the Capital Fund. Motion passed 5-0.

***Rosewood Glen*** – Mr. Weber prepared an estimate for drainage improvements in Rosewood Glen. Mr. Weber estimated the project would cost \$16,701.58 for materials only; assuming labor would be done by Township staff. The project would cost \$30,099.30 if labor and materials are put out to bid. Mrs. McGrath asked if staff could be used. Mr. Bingaman stated he was advised they could but not until November or December. Mr. Bingaman will check with the Roadmaster to see if this could be done sooner. Mrs. McGrath asked if there is an easement to perform the repairs. Mr. Weber stated there was not. The easement on file was for the temporary work that was done to prevent further damage. The Manager will be in contact with Rosewood Glen to discuss obtaining an easement and financial responsibility for project costs.

***RFP for Banking Services*** – Mr. Bingaman reported the Township paid over \$3,400.00 in bank fees in 2016 and would like to send an RFP to several banks. The Board had no objections.

***Recycling Collection*** – Mr. Bingaman distributed a copy of the mailer that was sent to all Amity Township residents by JP Mascaro, changing the recycling day from Friday to Wednesday effective March 1<sup>st</sup>, 2017.

Mr. Bingaman requested an executive session with possibility of return, to discuss personnel matters.

### **CHIEF OF POLICE**

Corporal Coe and Corporal High are attending ***POSIT Training*** this month to develop leadership skills. Chief Kensey stated three officers will be sent to free ***training for evidence collection*** being provided by the Berks Chiefs of Police Association and Wyomissing Police Department. Officers will be present at the ***Monarch Fire Company Board Shoot*** being held on February 26<sup>th</sup> to conduct a decibel reading as a result of a complaint. Mr. Weller asked where the reading is taken.

Mr. Bingaman stated the reading must be taken at the property line where the shoot is being held, in accordance with the Noise Ordinance. Mr. Jones asked the Chief to email test results to the Board of Supervisors. Chief Kensey stated a **conditional letter of employment** was sent to the applicant pending successful background investigation, polygraph, and physical and psychological assessment. The starting salary will be \$54,534.00 if the candidate is hired. The **2007 Crown Victoria** was sold on MunicibiBid for \$2,751.00 on February 14<sup>th</sup>. The Chief is researching **police uniform alternatives** to save on uniform costs. Chief Kensey met with DBSD Superintendent James Harris as part of an Ad Hoc Committee to discuss logistics for a **School Resource Officer**. Dialogue was generated during the meeting, including the uncertainty of how to finance an SRO. The next meeting for this committee will be held on March 6<sup>th</sup>. Chief Kensey requested an executive session to discuss potential litigation.

### SUPERVISORS

None

### PUBLIC COMMENT

Richard Cooper, Limekiln Road, asked for clarification of why repairs in Rosewood Glen would be Township responsibility. Mr. Boland explained that a Township stormwater grate and pipe had corroded and contributed to the damage. Mr. Bingaman reported he spoke with representatives from PennDOT who stated they plan on finishing stormwater improvements and patching on **Limekiln Road**. The following season they will **repave from Friedensburg Road to SR0422**. Mr. Cooper questioned if sewer improvement projects are paid by all taxpayers or just those who utilize the sanitary sewer system. Mr. Bingaman stated sewer projects are financed by utilizing revenues generated from the operation of the sanitary sewer system.

### ADJOURNMENT

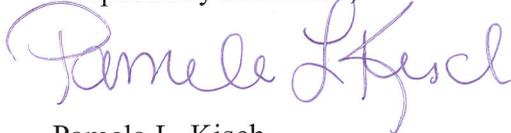
At 8:12PM, Mr. Hackett moved, seconded by Mr. Gokey to adjourn to executive session with possibility of return for discussion of potential litigation. Motion passed 5-0.

**Promotion of Jeff Levan** – At 8:42PM, Mr. Jones moved, seconded by Mr. Weller to reconvene the meeting. Motion passed 5-0. Mr. Jones moved, seconded by Mr. Weller to promote Jeff Levan to Assistant Plant Operator at a pay rate of \$24.10/hour effective the first day of the next pay period. Motion passed 5-0.

At 8:43PM, with no further business, Mr. Jones moved, seconded by Mr. Weller to adjourn the meeting.

Meeting adjourned at 8:43PM.

Respectfully submitted,



Pamela L. Kisch  
Township Secretary