

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

**July 19, 2017**

Call to Order/Pledge to the Flag

Chairperson Kim McGrath called the July 19, 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  
Dave Hackett, Vice Chair  
Paul Weller  
Terry Jones  
Kevin Keifrider

**STAFF**

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

**ANNOUNCEMENTS**

Mrs. McGrath announced that resident Mariah E. Elser completed her requirements for the Girl Scout Gold Award. Mrs. McGrath stated a certificate of recognition will be sent to Ms. Elser on behalf of the Board.

**PUBLIC COMMENT (AGENDA ITEMS ONLY)**

None

**MINUTES**

Mr. Hackett moved, seconded by Mr. Jones to approve the minutes of July 5, 2017. Motion passed 5-0.

**FINANCE**

Mr. Weller moved, seconded by Mr. Hackett to approve the disbursements as follows:

\$	28,132.40	General Fund
\$	70,670.20	Fire Fund
\$	16,006.17	Sewer Fund
\$	<u>72,505.24</u>	<u>EDU Fund</u>
\$	187,314.01	Total

Motion passed 5-0.

The Board reviewed the Overtime by Department, Budget-to-Actual and Treasurer's Reports.

## REPORTS

***Fire Companies*** – The Board reviewed the Monarch Fire Company reports. Assistant Fire Chief Robert Kline reported, Monarch Fire Company received a ***\$175K PEMA*** grant to replace air packs and cylinders. Monarch’s next ***Chicken BBQ*** will be held on Saturday, July 29<sup>th</sup> in the Redner’s parking lot. Mrs. McGrath stated Chief Zomolsky had a previous commitment and was unable to submit reports or attend the meeting.

***Planning Commission*** – The Board reviewed the Planning Commission draft minutes. Mr. Weller stated the minutes were provided for informational purposes only. No action was requested.

## UNFINISHED BUSINESS

The Board reviewed the draft of ***Directive 9, Social Media and Networking***. Mrs. McGrath asked if a similar policy should exist for all staff. Mr. Bingaman stated an Internet and e-mail policy exists, however he didn’t believe a policy was adopted for Social Media and Networking. Mr. Boland stated there will be some similarities and cross-over of what government can regulate for staff as compared to what’s regulated for law enforcement personnel. Mr. Weller moved, seconded by Mr. Jones to adopt Directive 9, Social Media and Networking. Motion passed 5-0. Mr. Bingaman will research a policy for Township staff and report back to the Board.

## SOLICITOR’S REPORT

Judge Sprecher ruled in favor of the Township at the June 9<sup>th</sup> hearing for Dixon, 639 Old Airport Road. Mr. Boland reported the ***Dixons have filed an appeal***, noting no transcript was recorded of the proceedings. The Court of Common Pleas will write an opinion based upon the Dixon appeal, and forward it to Commonwealth Court. Mrs. McGrath asked if there was a transcript of the proceedings and if there should have been one. Mr. Boland confirmed there was no transcript; adding that’s Judge Sprecher’s preference. Mr. Boland stated no further action will take place until notice is received from Commonwealth Court, adding he expects to argue the case in late winter.

## ENGINEER’S REPORT

Mr. Weber reported he completed the ***punch-list for dedication of Wood’s Edge Phase 3C***. Forino expects to complete the items listed on the punch-list and apply wearing course within the next month or two, and will then seek dedication.

## NEW BUSINESS

***300<sup>th</sup> Anniversary of Amity Township*** – Mr. Bingaman stated Amity Township will celebrate its 300<sup>th</sup> anniversary in 2019. Mr. Jones stated he would like to see one, two, maybe three events to celebrate the anniversary and had recommended this be budgeted at previous meetings a few years ago. Mr. Jones recommended forming a committee, chaired by Supervisor Keifrider. Mr. Jones stated Mr. Keifrider has been heavily involved in community relations and is well suited to chair the committee. The committee would identify types of event to be held, obtain pricing for the events, and establish fundraising events to help pay for the celebration. After discussion, Mr. Jones moved, seconded by Mr. Weller to authorize creation of a 300<sup>th</sup> Anniversary Celebration Committee to be chaired by Supervisor Keifrider. Phyllis Cooper, Limekiln Road, recommended the Township advertise for committee members. Mr. Jones stated the fire companies, local service clubs (i.e. Lions Club, Optimist, Rotary Club) and fire companies would be contacted before determining what additional help is needed. Motion passed 5-0.

## **EMPLOYEE/OFFICIAL REPORTS**

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

***Leaf Creek Interceptor*** – Mr. Bingaman met with Mr. Boland, Mr. Sassaman, Mr. Wheeler, and Fred Ebert to discuss the July 12<sup>th</sup> response email from Mr. Baar of the PADEP, which requested clarification and questioned the data used to certify that there were no capacity issues. Mr. Ebert recommended installation of an additional 24” line down Old Philadelphia Pike, instead of removing the existing 24” parallel line to replace it with a 30” line. This would add an additional \$100K to the Leaf Creek Interceptor Project. Mr. Boland stated doing so, proactively deals with the next plausible issue that could potentially be identified by the PADEP. Mr. Jones asked if installing a parallel 24” line would be more beneficial than increasing the size of the line. Mr. Bingaman agreed, adding it would be more expensive to install a larger pipe in the current location because of disturbing the dike and more lengthy bypass pumping. Having two 24” lines flowing into a 30” line should make future expansion of that line unnecessary. Mr. Ebert could revise the specifications of the project and contact Maria Bebeneck at the PADEP. Mr. Jones moved, seconded by Mr. Hackett to authorize revision of the specs for the Leaf Creek Interceptor Project to include an additional \$100K for the installation of a second 24” line. Motion passed 5-0.

***Fuel Pump Automation*** – The 2017 budget allocated \$20,000.00 to automate the fueling system. This automation would eliminate the need for a key and manual recording of fuel usage. A fob would be issued, identifying the user and vehicle and would automate usage reports. Mr. Jones asked the Manager to research using Wex, which is free to use and would provide usage reports of users and vehicles. Mr. Bingaman stated Wex could be an additional option, but saw no reason to abandon the tanks at the Township building. After discussion, Mr. Bingaman had concerns regarding what gas stations could provide diesel within the Township and stated he would research the Wex option further and report his findings to the Board.

***Waste Water Laborer/Equip Operator*** – Mr. Bingaman stated the Township hired Caleb Edwards, at a starting probationary rate of \$20.77 per hour, effective July 31, 2017.

***Sharepoint Project*** – The Sharepoint (Intranet) site has been created and staff has begun filing documents electronically. Mr. Bingaman plans to have a presentation for the Board at the August 2<sup>nd</sup> meeting. Once the content and layout are finalized, Chromebooks will be purchased for the Board and Sharepoint will be used during the public meetings.

***PADEP Proposed Consent Order and Agreement*** – Mr. Bingaman reported that Mr. Boland will prepare a response to the PADEP regarding PS2, PS4 and the Leaf Creek Interceptor as a result of the meeting held earlier this afternoon at his office.

***West Nile Virus*** – A mosquito trapped by the BCCD in the vicinity of the Waste Water Treatment Plant on Old Philadelphia Pike tested positive for the West Nile Virus. As a result, there will be increased surveillance and larval control. If additional trapped mosquitoes test positive, there will be a truck spray at night to reduce the adult population of mosquitoes. Residents should ensure there is no standing water on their properties. Mrs. McGrath asked if the BCCD completed collection at any other sites in Amity Township. Mr. Bingaman stated he believed this was the only site.

***Spotted Lanternfly (SLF)*** – Mr. Bingaman stated the grant awarded to Monocacy Hill included removal and treatment of Ailanthus trees on the Hill. The funds are not sufficient to address all Ailanthus trees on the Hill. The Township was notified that the US Department of Agriculture has provided an additional \$1M in funding to combat the spread of the SLF.

A portion of those funds will be used to remove and treat the remaining Ailanthus trees at Monocacy Hill. Residents will see red and blue markings on trees, indicating future removal or treatment. In order for the work to be completed, a Treatment Order must be signed, authorizing them to conduct the work on Township property. MSDS sheets were provided for the pesticide and insecticide being applied.

**1209 Ben Franklin Hwy** – Mr. Loomis previously inspected the property and determined it to be unsanitary; and, after receipt of a complaint, recommended fencing the property temporarily. Mr. Jones asked if the property should be boarded up. Mr. Bingaman explained the property was sold at a tax sale in June, to a buyer in New York. The Tax Claim Bureau indicated the deed won't be transferred until September. Mr. Loomis received a quote of \$700.00 for a six-month rental of fencing. Mr. Jones stated boards would be better to secure the site, as fencing can be cut. Chief Kensey stated the old tenant has people on the property at times, and is unsure of the legality of boarding the property. Mr. Boland stated boarding the the property requires proper posting. There was discussion whether the new owner was contacted. The new owner was not contacted, as Mr. Bingaman was in a meeting in Wyomissing and unaware of the situation until immediately prior to the BOS meeting. Mr. Jones asked staff to research if there is still water and electric service to the property. The Board gave direction to staff to take the necessary actions to secure the property, preferably by boarding versus fencing.

#### **CHIEF OF POLICE:**

Chief Kensey thanked the Board for adoption of **Directive 9 – Social Media & Networking**. **National Night Out** will be held on Tuesday, August 1<sup>st</sup> from 6PM until 9PM at the Amity AC Pool. Free swimming, bike raffle, hot dogs and ice cream will be available, as well as an Elvis tribute artist. Chief Kensey will be participating in the Dunk-A-Cop event. All proceeds will be given to charity. Officers began patrolling the intersection of **Blacksmith and Charcoal Roads**, due to a complaint of stop sign violators at all times of the day. As a result, seven traffic citations have been issued. Monitoring of that area will continue for the next thirty days with additional recommendations.

#### **SUPERVISORS**

Mrs. McGrath asked the Manager about the **Little Red Mailbox of Hope** referenced in his report. Parks and Recreation provided the proposal. Residents could leave notes of hope in the mailbox for loved ones during difficult times or to someone they've recently lost. Mr. Bingaman stated the mailbox will be erected in the grass square behind the gazebo. Residents could write their notes while sitting in the gazebo or sit on the nearby bench. The materials and possibly the installation would be donated. The project could be completed by a future Eagle Scout or Girl Scout Gold recipient. The Board was in agreement that this was a worthwhile project and authorized staff to proceed with installation.

#### **PUBLIC COMMENT**

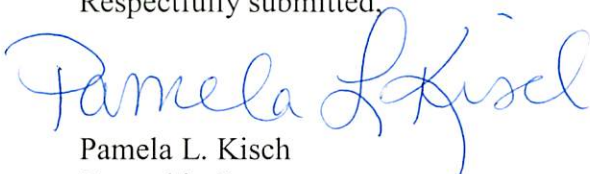
Bill Rountree, partner of **1123 Douglassville, LLC (Auto Zone)** attended the meeting, requesting conditional final plan approval, as recommended by the Planning Commission. Mr. Rountree stated the current owner had given them a deadline of July 31<sup>st</sup> to settle or they may consider an offer by another potential buyer. Mr. Rountree explained his lender initially indicated the Planning Commission recommendation would be sufficient but has since indicated the BOS conditional approval is necessary to proceed to settlement and apologized for any confusion. Mr. Weber stated he had received a letter Thursday or Friday last week addressing comments from the LTL July 7, 2017 letter as well as an estimate of costs for the Municipal Improvements on Tuesday.

Conditional approval for the plan was not on the agenda, and Mr. Weber had not reviewed everything prior to the meeting. Mr. Weller said the Solicitor and Engineer advised the Planning Commission against recommending conditional approval because the necessary PennDOT and E&S permits had not already been issued. Mr. Weller explained the Planning Commission recommended approval based upon completion of the items from the July 7th LTL letter and gave Mr. Rountree an additional week to get those items addressed; which did not happen. After discussion, Mr. Jones moved, seconded by Mr. Keifrider to grant ***Conditional Final Plan Approval for the Subdivision and Land Development Plan of 1123 Douglassville, LLC*** conditioned upon successful completion of all items addressed in the LTL letter dated July 7, 2017, the developer making monthly submissions to the Planning Commission by the published deadline, submission of a final plan to the Board of Supervisors and agreement of the developer that construction will not begin until plans are signed and all Agreements are in place. Mr. Rountree asked for clarification of the last part of the motion; requesting if there is a delay in obtaining a PennDOT permit but all other items are satisfied would the developer be able to move dirt. Mr. Weber agreed dirt could be moved in that situation, if the proper securities were in place. Mrs. McGrath asked how much of the property was being purchased. Mr. Rountree stated they will purchase the entire parcel and subdivide at a later date. Motion passed 5-0.

**ADJOURNMENT & EXECUTIVE SESSION**

At 8:08PM, with no further business, Mr. Weller moved, seconded by Mr. Jones to adjourn. Meeting adjourned at 8:08PM.

Respectfully submitted,



Pamela L. Kisch  
Township Secretary