

Amity Township Board of Supervisors
Meeting Minutes

September 20, 2017

Call to Order/Pledge to the Flag

Chairperson Kim McGrath called the September 20, 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

STAFF

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

GRIEVANCE DISCUSSION

Mr. Boland stated the police grievances pertained to the creation of a 6PM to 2AM shift to allow additional coverage during peak call times. The Police Bargaining Agreement requires the union member to take their concerns to the Board of Supervisors for discussion and possible resolution. Mr. Boland was notified the police did not wish to attend. Mr. Bingaman stated the officers offered to attend an executive session but did not want to attend the public meeting. Mr. Weller moved, seconded by Mr. Hackett to authorize Mr. Boland to proceed with the necessary steps to deny the grievance. Motion passed 4-0.

ANNOUNCEMENTS

None

PUBLIC COMMENT (AGENDA ITEMS ONLY)

None

MINUTES

Mr. Jones moved, seconded by Mr. Hackett to approve the minutes of September 6, 2017. Motion passed 4-0.

FINANCE

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

\$	25,778.32	General Fund
\$	78,631.20	Fire Fund
\$	28,168.71	Sewer Fund
\$	<u>2,022.43</u>	<u>EDU Fund</u>
\$	134,600.66	Total

Mrs. McGrath questioned the Hopewell Tipping Fee. Mr. Bingaman stated the fee was for disposal of brush waste. Motion passed 4-0.

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

REPORTS

Fire Companies – Mrs. McGrath stated Amity Fire Company was unable to attend. Monarch Fire Company Chief Keith Gabel stated ***board shoots*** will begin the last Sunday in September. Mrs. McGrath asked that the fire company try to ricochet the sound at the rifle area. PennDOT will begin ***repairing the box culvert on Main Street*** on October 2nd and is expected to be completed in approximately four weeks. Chief Gabel reported Monarch will not relocate any of the fire trucks during the repairs, and Birdsboro will be put on certain calls. Monarch will begin ***Steak and Shrimp Nights***, hold its last ***Chicken BBQ*** of the season and have ***fire prevention*** in October.

Planning Commission – Dave Weaver, Penn E&R representing ***Auto Zone*** and Bill Rountree reported they received the NPDES permit and are continuing to work with PennDOT on configuration of the driveway. Mr. Weaver presented the Board with the final plan, showing separate ingress and egress points. The final plan was submitted to PennDOT in August. Mr. Weaver answered questions and thanked the Board for their time.

UNFINISHED BUSINESS

Police Directive #10 – Mr. Bingaman stated this item would need to be deferred to a future meeting.

SOLICITOR'S REPORT

Mr. Boland's items were covered elsewhere in the agenda.

ENGINEER'S REPORT

Mr. Weber received a final payment request and Maintenance Bond from Construction Masters Services for the ***Lake Drive Park Improvements Project*** and recommended full payment as requested. Mr. Jones moved, seconded by Mr. Weller to authorize final payment of \$81,807.16 per the LTL letter dated September 15, 2017. Motion passed 4-0. Mr. Weber issued the punchlist for ***High Meadows Phase 3 Section I***, which is moving towards completion. Mr. Weber reported paving has been tentatively scheduled by Forino for ***Woods Edge Phase 3C***. Mr. Weber stated the ***MS4 Permit Application*** has been submitted and awaits response by the PADEP.

NEW BUSINESS

Snow Removal – Mr. Bingaman requested permission to advertise for snow removal bids. Mr. Jones questioned if there would be any changes made to the contract. Mr. Bingaman stated verbiage will be added regarding proper maintenance and working condition of the contractor's equipment. The insurance requirements were sent to Rich Hart for his recommendations and a request was sent to Berks County municipalities asking for the bid specifications they use for snow removal. Mr. Jones requested staff look at prior invoices to determine what level of detail is provided. Mr. Weller stated he performs snow removal services for a local college who requires him to record what lot(s) he worked on, times and what equipment and materials are used. Mr. Weller moved, seconded by Mr. Hackett to authorize staff to advertise for snow removal bids once everything has been reviewed. Motion passed 4-0.

Commerce Bank Master Services Agreement – Mr. Bingaman stated this is the Commerce Bank in Michigan. The agreement would allow the Township to pay vendors who accept that form of

payment, as well as have credit cards physically issued to the Township for use in making payments. This would allow the Township to receive additional revenue of 82 basis points, based upon volume of those vendors who currently accept that form of payment. Mr. Boland reviewed the agreement and had no adverse comments. Mrs. McGrath questioned if there would be fees to use the service. Mr. Bingaman stated there would be a \$1,000.00 fee if canceling prior to one year, and there is no monthly fee for use of the cards. Mr. Jones moved, seconded by Mr. Hackett to authorize execution of the Commerce Bank Master Services Agreement. Motion passed 4-0.

Continuing Disclosure Resolution – Mr. Boland stated the Securities and Exchange Commission (SEC) requires adoption of this resolution to ensure the Township adopts the procedures and policies, ensure all postings are up to date and all necessary policies are in place should any material issues arise. Mr. Jones moved, seconded by Mr. Hackett to adopt Resolution 17-12 as presented. Motion passed 4-0.

Levengood Annexation – Jerry and Cindy Levengood requested the Board of Supervisors and Planning Commission sign their Annexation Plan. Portions of the property lie in Amity, Douglass, and Earl Townships. The portion of the property being annexed is completely in Earl Township. Earl Township granted Conditional Final Plan Approval on August 14, 2017. The Levengoods requested the Amity Township Planning Commission and Board of Supervisors sign the plan. Mr. Weber stated the Board of Supervisors waived the review of the annexation, and Amity Township must sign the plans in order for the County to accept it for recording. Mr. Jones moved, seconded by Mr. Hackett to accept and execute the plan as presented. Motion passed 4-0.

Mr. Bingaman stated he will contact Mr. Levengood after the Planning Commission members have signed the plans.

EMPLOYEE/OFFICIAL REPORTS

MANAGER'S REPORT:

Leaf Creek Interceptor – Mr. Bingaman spoke to Mr. Ebert. Aaron Baar from the PADEP stated the permit is being issued. Maria Bebeneck at the PADEP indicated the permit would be issued yet this week. Mr. Jones asked if Mr. Ebert is ready to proceed. Mr. Bingaman stated he will verify with Mr. Ebert that he is ready to move forward.

Blazer Midget Football (BMF) – Mr. Bingaman received a request from BMF to use the same lights they used during their past two seasons. The Township has not received any complaints the past two years relative to their use of lights.

Waste Water Treatment Plant Repairs – Mr. Bingaman authorized Mr. Wheeler to proceed with repairs to the sludge pump for Digester 1, in the amount of \$3,760.64. Replacement of the Make-Up Air Unit would cost approximately \$20K. Mr. Wheeler indicated repairing the unit would extend the life by at least ten years. Mr. Bingaman authorized Mr. Wheeler to proceed with replacement of parts on the Make-Up Air Unit at a cost of \$7,934.00.

Rosewood Glen Drainage – Rosewood Glen HOA has offered to pay \$15K to resolve the drainage issues if the Township would agree to donate the labor. Mr. Jones moved, seconded by Mr. Hackett to approve repairs to the Rosewood Glen drainage swale with the Rosewood Glen HOA paying for materials and the Township providing labor. Motion passed 4-0. The Board requested the Manager send a letter to the HOA indicating this action.

CHIEF OF POLICE:

Chief Kensey stated additional information is necessary prior to seeking adoption of *Directive #10*. This will be deferred to one of the meetings in October. The Chief stated interviews were conducted for the *part-time position* and anticipates a decision will be made soon. Chief Kensey requested a brief *executive session* to discuss police personnel, with no intent to return.

SUPERVISORS

Mr. Jones requested an executive session to discuss personnel matters.

The Board discussed the 11-acre parcel along SR0422 that was sold at sheriff's sale last year. Mr. Bingaman stated the driveway of the property is zoned HC, with the rest of it zoned as MDR. Mr. Weber stated the parcel was zoned MDR in the back, and was previously granted approval for residential development. It was discussed that this is the only property along SR0422 that is zoned as MDR. Mrs. McGrath asked if the Board would want to consider re-zoning that property to make the zoning consistent. Mr. Weber confirmed it was the only property zoned that way. Mr. Jones moved, seconded by Mr. Hackett to authorize the Solicitor and Engineer to review and prepare an ordinance post and advertise the same for review by the Planning Commission and consideration of adoption by the Board of Supervisors. Motion passed, 4-0.

PUBLIC COMMENT

Phyllis Cooper, Limekiln Road, asked if the BOS had received an email from State Representative Thomas Caltagirone's office asking them to consider making September Childhood Cancer Month. Neither the Township nor the Supervisors received this request. Mr. Boland stated he was aware of the request made to other municipalities and school districts and could provide a copy of the resolution, should the Board wish to adopt it. Mrs. McGrath moved, seconded by Mr. Hackett to adopt Resolution 17-13 declaring September Childhood Cancer Month. Motion passed 4-0.

ADJOURNMENT & EXECUTIVE SESSION

At 7:58PM, with no further business, Mr. Jones moved, seconded by Mr. Hackett to adjourn to executive session to discuss personnel matters and police personnel matters, with no need for return.

Meeting adjourned at 7:58PM.

Respectfully submitted,


Pamela L. Kisch
Township Secretary