

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

April 4, 2018

Call to Order/Pledge to the Flag

The April 4, 2018 meeting of the Amity Township Board of Supervisors, held at the Township Municipal Building, 2004 Weavertown Road, Douglassville, Berks County, Pennsylvania, was called to order at 7:00 PM by Vice Chair Dave Hackett. The following were in attendance:

**SUPERVISORS**

Dave Hackett, Vice Chair  
Paul Weller  
Terry Jones  
Kevin Keifrider

**STAFF**

Brian Boland, Kozloff/Stoudt Attorneys  
Troy Bingaman, Manager  
Andrew Kensey, Chief of Police  
Steve Loomis, Building Code Official  
Dave Wheeler, Waste Water Treatment Plant Superintendent  
Patrick Moore, Public Works Maintenance Superintendent  
Pamela Kisch, Township Secretary

**ANNOUNCEMENTS**

Mr. Hackett announced the Bureau of Dog Law Enforcement will be conducting a license canvas the week of April 11<sup>th</sup>. Multiple wardens will be going door-to-door to educate dog owners and check status of dog licenses and shots. Mr. Hackett stated dog owners should have licenses and shot records available for inspection.

**VISITOR(S)**

Andrew Fick, Boy Scout Troop #597, presented the Board with plans for his proposed *Eagle Scout project* at Amity Community Park. Mr. Fick proposed erecting signs at two kiosks of maps identifying the fields and walking trails. The signs proposed would be painted, poly-acrylic coated and need to be checked annually for maintenance. Mr. Fick stated the sign should last approximately five to ten years. Six arrow signs will be placed at various trail intersections. Mr. Fick was not seeking monetary contribution from the Township for this project. Mr. Keifrider asked if the old softball signs were being replaced. Mr. Moore stated the signs would be removed and replaced. Mr. Weller moved, seconded by Mr. Jones to approve the Eagle Scout project, as presented. Motion passed 4-0.

Chris Hannum, Entech Engineering, reviewed the scope of work and work order for the *Centrifuge and Digester Design Phase I* and answered questions from the Board. Mr. Jones moved, seconded by Mr. Keifrider to approve the Engineering Work Order by Entech, not to exceed \$34,100.00, dated March 29, 2018. Motion passed 4-0.

**PUBLIC COMMENT (AGENDA ITEMS ONLY)**

None

**MINUTES**

Mr. Jones moved, seconded by Mr. Keifrider to approve the minutes of February 21, 2018. Motion passed 4-0.

**FINANCE**

Mr. Jones moved, seconded by Mr. Weller to reaffirm the disbursements of March 7, 2018, March 21, 2018, and approve the disbursements of April 4, 2018 as follows:

\$ 278,497.60	General Fund
\$ 12,329.88	Fire Fund
\$ 98,022.38	Sewer Fund
\$ 68,195.89	EDU Fund
\$ 37.13	300 <sup>th</sup> Anniversary Fund
\$ 10,444.07	Capital Fund
\$ 28,411.04	<u>Liquid Fuels Fund</u>
\$ 495,937.99	Total

Motion passed 4-0. Mr. Keifrider abstained from approving disbursement of check #25890, because his family owns the business.

The Board reviewed the Overtime by Department and Treasurer’s reports and had no questions.

**REPORTS**

**Codes** – Mr. Weller asked if there’s anything we can do to reduce the number of *NOV’s for SMO* non-compliance. Mr. Loomis stated of the twenty-two that remain, almost half are residents who have had their tank pumped and inspected but have yet to pay the SMO fee. Mr. Loomis stated a local company that changed ownership is slowly becoming familiar with the program. Mr. Jones asked for an update on the property on *Blacksmith Road with high walls*. Mr. Loomis stopped at the property and nobody was home. Mr. Loomis stated he will send a letter to the owner. Mr. Keifrider asked what the nature of the violation was for the *sign at 395 W. Ben Franklin Highway*. Mr. Loomis replied that it had motion and was fading too fast; both of which are in violation. Mr. Keifrider noted *Amity Dentistry* has a temporary sign that is in disrepair. Mr. Loomis stated properties are permitted two monument signs but will address the need for repair of the sign.

**Roads** – Mr. Jones asked about the *restrooms at the Butch Boyer Memorial Pavilion* (BBMP) remaining open. Mr. Moore stated he was unaware they were to be closed in the winter. Mr. Jones stated next year when the restrooms are closed at the main pavilion, the Board should address whether restrooms should be closed during the winter at the BBMP.

**Waste Water Treatment Plant** – The Board reviewed the report and had no questions.

**Fire Companies** – The Board reviewed Amity and Monarch Fire Company reports and had no questions.

**Planning Commission** – No report. The March 14<sup>th</sup> meeting was cancelled.

**OLD BUSINESS**

*Island Pizza* – Brian Boyer, Boyer Engineering, stated his client received all required approvals, but due to higher than anticipated costs for the parking lot expansion the land development will not take place at this time. Mr. Boland stated he had met with Mr. Boyer, along with Mr. Weber and

Mr. Bingaman and it was discussed that the plan would not be released until all agreements and Letter of Credit are in place. Mr. Boland and Mr. Weber shared their preference to remove the parking lot expansion and process the subdivision plan separately and review the land development plan reviewed at a later date. Mr. Boyer explained his client has settlement scheduled for the end of the month and requested the Board take action at this meeting so he can present to the Planning Commission on April 11<sup>th</sup> and proceed with filing to the BCPC. Mr. Jones moved, seconded by Mr. Weller to accept the Island Pizza Subdivision plan for review by the Engineer and Solicitor. Motion passed 4-0. Mr. Jones moved, seconded by Mr. Weller to grant Conditional Plan Approval of the Island Pizza Subdivision plan, conditioned upon review and completion of all items identified in the review by Mr. Weber and Mr. Boland and previous BCPC review of the combined plan. Motion passed 4-0. ***Planning Commission Vacancy*** – Mr. Jones moved, seconded by Mr. Keifrider to appoint Thomas Flatley to the Planning Commission. The vacancy was a result of the resignation of Steven Chieffo. Mr. Weller stated he had spoken to the Manager and mentioned he would like to hold interviews with all interested parties. Mr. Hackett stated he would like to hold interviews. Mr. Keifrider stated there was no interest by the Board to hold interviews when he brought up the idea previously. After discussion, Mr. Hackett called for a vote. Motion passed 4-0. Thomas Flatley's term will expire on December 31, 2020.

### **SOLICITOR'S REPORT**

No report.

### **NEW BUSINESS**

***Rosewood Glen Agreements*** – Mr. Bingaman asked for authorization to execute the Rosewood Glen easement agreements and move forward with construction. Mr. Boland stated the corner of Grace Fabian's property was removed, therefore an easement was not needed for that property. Mr. Jones moved, seconded by Mr. Keifrider to authorize execution of the agreements and move forward with construction. Motion passed 4-0.

***MS4 Intergovernmental Cooperation Agreement*** – Mr. Keifrider moved, seconded by Mr. Jones to adopt Ordinance 305. Motion passed 4-0.

***ZHB Recommendation, 1123 Douglassville, LLC*** – Similar relief was sought by Auto Zone previously. Mr. Loomis stated the requested relief included three new businesses, parking spaces and signage. Mr. Boland stated the Board has received similar requests from McDonalds and CVS for increased signage and has remained consistent in the past. After discussion, Mr. Jones moved, seconded by Mr. Hackett to send a letter to the ZHB recommending approval of Option A and opposing Option B. Motion passed 4-0.

***June Jubilee*** – Karen LeBlanc stated they previously discussed bringing music to the parks in June. The thought was to have the high school band play in between bands. However, the Daniel Boone High School band director stated they would not attend outside of the school year. Ms. LeBlanc stated they've decided to plan an Octoberfest instead. The temporary liquor license would be under the Amity AC. Tracy Walters stated contracts need to be signed and deposits made. Birdsboro Beverage charges \$250.00 for the beer truck plus the cost of the kegs chosen. Manatawny Winery will provide 20% off all purchases for the event. Bands cost \$600.00 an hour and \$800.00 to \$1,200.00 for 1 ½ hours. Mr. Keifrider stated it was discussed that the goal would be to get sponsors for the event. Ms. Walters stated Crime Watch has a list of sponsors from the National Night Out. Mr. Jones mentioned possibly adding a chili cook-off. The tentative date for the event is October 6, 2018. Phyllis Cooper, Limekiln Road, asked if this was part of the 300<sup>th</sup> Anniversary celebration. Ms. LeBlanc stated the event is not; and they hope this will become an annual event.

Mr. Jones moved, seconded by Mr. Keifrider to approve use of Amity Community Park for the Octoberfest on October 6, 2018, organized by Crime Watch and Amity AC and waive the alcohol beverage policy. Motion passed 4-0.

***Appointment of Signer for DCNR Grant*** – Mr. Jones moved, seconded by Mr. Keifrider to adopt Resolution 18-10, appointing the Township Manager as the signer for the DCNR grant. Motion passed 4-0. Mr. Bingaman stated the DCNR grant is a matching grant. If awarded, the grant would be used to reconstruct the tennis and basketball courts, add a piece of equipment to the skate park, and upgrade the playground at Lake Drive Park. The DCED has a matching grant, for which Mr. Bingaman plans to apply for this project as well.

***Turtle Crossing Sign Request*** – Denise Millard, Valley Road, submitted a request for Turtle Crossing signs on Valley Road. Ms. Millard was not in attendance. Mr. Jones moved, seconded by Mr. Weller to authorize staff to install signs, if signs are purchased by Ms. Millard. Motion passed 4-0.

## **EMPLOYEE/OFFICIAL REPORTS**

### **Manager's Report**

***Deaf Child Sign Request*** – Mr. Bingaman received a request from a resident in the 200 block of Ashford Drive to install the sign. Currently, her child is 19-months old and the mother hopes the sign would make people aware children may not hear cars. Mr. Keifrider asked if signs have been erected in the past. Mr. Bingaman stated the Township has; and if the family moves the sign can be removed. Mr. Jones asked if the road department has any signs that can be used. Mr. Moore replied they had. Mr. Jones moved, seconded by Mr. Keifrider to authorize staff to erect the sign as requested. Motion passed 4-0.

***SR422 N Monocacy Creek and Monocacy Creek Road*** – Mr. Bingaman stated PennDOT will be at the Township to report their findings and recommendations on April 10<sup>th</sup> at 10:30AM.

***Rolling Hills Landfill Truck Traffic*** – Due to recent opposition from Boyertown Borough regarding truck traffic bringing ash to the Rolling Hills Landfill, concerns have been raised that if an alternate route is sought, it would likely be through Amity Township. Mr. Bingaman asked if the Board would like a letter drafted to the PADEP to convey concerns. Mr. Boland stated the time to keep traffic off SR562 would be when the permit renews. There wouldn't be a disadvantage to sending a letter conveying concerns. The Board agreed.

***902 Recycling Grant*** – Mr. Bingaman stated the 902 Recycling Grant has been submitted. The grant request is approximately \$203K, and would be used to purchase a second leaf vac, a chipper, reimbursement for a percentage of the truck recently approved for purchase, a yard waste pad site and a place for wood chips for use by residents and recycling bins.

***Summer Playground Coordinator*** – Mr. Bingaman reported on the Parks and Recreation meeting. At that meeting, the board chose to appoint his daughter, Alyssa Bingaman, as the Summer Playground Program Coordinator. The recommended pay rates are: Coordinator \$10.00/hour; Head Leader \$9.00/hour; and Counselor \$8.00/hour. Ms. Benson, Miss Bingaman and members from the Parks and Recreation board would hold interviews for the positions. Mr. Bingaman stated the date for acceptance of applications and registrations was set as April 13<sup>th</sup> but will be extended for registrations. Mr. Jones moved, seconded by Mr. Keifrider to appoint Alyssa Bingaman as the Summer Playground Program Coordinator at a rate of \$10.00/hour and set rates of \$9.00/hour for Head Leader and \$8.00/hour for Counselor. Motion passed 4-0.

**Short-Term Investment Opportunities** – As rates are on the rise, the Township has an opportunity to invest some fund balances in PLGIT at a 90-day investment at 2.26% and 2.38% for 6-month term. Mr. Bingaman and Ms. Nonamaker recommended proceeding with investing some of the funds. Signature cards are required. It was proposed the signers be the Board of Supervisors, Manager and Treasurer. The Board had no objections.

**West Nile Testing** – From April 1<sup>st</sup> through October 31<sup>st</sup>, the BCCD will provide surveillance; and test dead birds for West Nile Virus.

**S. Michael Shaffer Employee Status** – Mr. Bingaman received letters from Mr. Wheeler and Mr. Moore recommending Mr. Shaffer's employee status be changed from temporary part-time to permanent part-time. Mr. Keifrider moved, seconded by Mr. Jones to change the employee status for S. Michael Shaffer from temporary part-time to permanent part-time building maintenance, effective April 11, 2018. Motion passed 4-0.

**Public Officials Meeting** – Mr. Bingaman stated a meeting will be held at Exeter Township Building on May 3<sup>rd</sup> at 10:00AM to discuss the Pioneer Crossing Landfill Expansion.

Denise Millard arrived at the meeting. She addressed the Board, explaining turtles live long lives and their population is diminishing. Ms. Kisch explained the Board approved staff to install the signs if purchased by Ms. Millard. Mr. Moore stated he would contact Ms. Millard with vendor information.

### Police Chief

Chief Kensey requested authorization to purchase three Evolution 12 signs from Traffic Logix. Mr. Keifrider asked if PennDOT must approve the signs. Mr. Jones affirmed. Mr. Jones stated they should have two sets of batteries; keeping one set on charge while the others are in use. Mr. Weller asked if the data could be stored. Chief Kensey stated it would be stored in the cloud. Mr. Jones stated the signs would mount to a pole with a universal bracket. Mr. Moore asked if a permit was needed to use the signs on State roads. Mr. Bingaman stated permits are required for permanent signs. Mr. Jones moved, seconded by Mr. Keifrider to authorize purchasing three **Evolution 12 signs from Traffic Logix** at a cost not to exceed \$7,197.00. Motion passed 4-0.

### SUPERVISORS

Mr. Jones stated he would like an executive session for personnel, with intent to return.

### PUBLIC COMMENT

Robert Kline, Limekiln Road, stated the scale house at Rolling Hills lists the route for the trucks to take the ash. The PADEP logo is on the signs. SR662 and SR73 are the routes used to transport the ash.

### EXECUTIVE SESSION AND ADJOURNMENT

At 8:21PM, with there being no further business, Mr. Jones made a motion, seconded by Mr. Weller to adjourn to executive session to discuss personnel matters, with intent to return. Motion passed 4-0.

At 9:08PM, Mr. Jones moved, seconded by Mr. Weller to reconvene the meeting. Motion passed 4-0.

Mr. Jones moved, seconded by Mr. Weller to authorize making an **offer of full-time employment for the position of Police Officer** to Jeffery Ellwanger. Motion passed 4-0.

At 9:09PM, with no further business, Mr. Jones moved, seconded by Mr. Weller to adjourn. Motion passed 4-0.

Meeting adjourned at 9:09PM.

Respectfully submitted,

Pamela L. Kisch  
Township Secretary