

Amity Township Board of Supervisors
Meeting Minutes

January 16, 2019

Call to Order/Pledge to the Flag

The January 16, 2019 meeting of the Board of Supervisors, held at the Township Municipal Building, 2004 Weavertown Road, Douglassville, Berks County, Pennsylvania, was called to order at 7:00PM by Chairperson Kim McGrath. The following were in attendance:

SUPERVISORS

Kim McGrath, Chairperson
Dave Hackett, Vice Chair
Paul Weller
Terry Jones
Kevin Keifrider

STAFF

Troy Bingaman, Manager
Joan London, Kozloff/Stoudt Attorneys
John Weber, LTL Consultants
Jeff Smith, Interim Chief of Police
Pamela Kisch, Township Secretary

ANNOUNCEMENTS

Mrs. McGrath announced *Senator Katie Muth* will host Coffee with Katie on Monday, February 18th at Michael's Family Restaurant from 10AM until noon where citizens can have coffee and enjoy a casual conversation with the Senator.

PUBLIC COMMENT (AGENDA ITEMS ONLY)

None

MINUTES

Mr. Hackett moved, seconded by Mr. Keifrider to approve the minutes of January 7, 2019. Motion passed 5 -0.

FINANCE

Mr. Jones moved, seconded by Mr. Hackett to approve the following disbursements:

\$ 21,477.11	General Fund
\$ 8,399.31	Fire Fund
\$ 9,410.19	Sewer Fund
<u>\$ 3,215.96</u>	<u>Liquid Fuels Fund</u>
\$ 42,502.57	Total

Motion passed 5-0.

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

REPORTS

Fire Companies – Mr. Jones questioned the total calls on *Monarch's year-end report*. Assistant Chief Robert Kline said the fire company had a total of 515 calls, the most calls ever recorded in one year. Assist Chief Kline stated all types of calls have increased. Mrs. McGrath noted almost 80% of the total calls were in Amity Township. Mr. Keifrider noted 165 were "dispatched and canceled en

route”. Amity Fire Company Chief Mike Zomolsky stated the software used to create incident reports doesn’t retain the type of call information when it is canceled en route, which is why the Board didn’t have Amity Fire Company reports. Chief Zomolsky stated he streamlines the report to retain the details for the type of calls dispatched when canceled en route which is beneficial when applying for grants. Mr. Keifrider stated the 300th Committee would like *group photographs* of the fire companies’ active members by February 15th for the commemorative book. Chief Zomolsky stated the Board would have *Amity Fire Company reports* by the end of the week.

Planning Commission – Ms. London stated the Planning Commission recommended the Board adopt a *SALDO amendment* changing the number of plan copies required for plan submission. The proposed amendment must be submitted to the BCPC for their review and comments and could be ready for consideration of adoption at the February 20th meeting. Mr. Weller moved, seconded by Mr. Hackett to authorize submission of the proposed SALDO amendment to the BCPC and all steps necessary to be taken for adoption. Motion passed 5-0. Ms. London stated she would place the newspaper advertisement.

OLD BUSINESS

Animal Control – Mr. Bingaman attended a meeting with the Brandywine Valley SPCA where they proposed providing animal control services at a per capita rate to Berks County municipalities. The proposed rate would be less than \$2.00/capita, however were unable to provide a specific rate due to undetermined factors as the number of participating municipalities and actual costs to establish and run a brick and mortar location. Mr. Bingaman stated he has volunteered to participate in a sub-committee formed by the BCCPC to help develop bid specifications to request proposals at a county level. The sub-committee will meet on January 29th. The deadline to opt-out of the Berks ARL contract is January 31st. Mr. Bingaman stated the Board has the option to sign the contract, pay the upfront fee of \$1,500.00 and pay-per-services on a month to month basis. The ARL will allow municipalities to cancel with 30 days notice during 2019. That option will not be available after this year. Mr. Keifrider asked how other municipalities are handling animal control. Mr. Bingaman stated all municipalities, with the exception of five, are undecided and waiting for further information and options for animal control services countywide. Mr. Bingaman stated he used the Township’s chip reader on four dogs that had been chipped. Two of the four dogs’ chips were not read. Mrs. McGrath stated she was in favor of the Township signing the contract conditioned as follows: 1) the ARL would only accept animals from Township Police or staff 2) the ARL must provide detailed information on billing invoices and 3) the Township is given the option to cancel at any time. Chief Smith stated Police need to know what to do with at-large animals after January 31st. Mr. Jones moved, seconded by Mr. Keifrider to *sign the ARL contract*, pay the \$1,500.00 annual fee and pay per services on a monthly basis *conditioned upon* having the ability to cancel at any time, the ARL only accept animals from the Township Police or staff and the ARL provide detailed monthly invoices. Ms. London stated the conditions could be written on the ARL contract. Steve Chieffo, Limekiln Road, stated if the Township is billed for an animal and the animal is later picked up by the owner the ARL could be double-dipping on fees. Mr. Bingaman stated he agreed there should be a way the ARL could go back and credit the Township if that should happen, but that may not be the case. Motion passed 5-0.

Parks and Recreation Vacancies – Mrs. McGrath stated there were two existing vacancies and four very qualified residents applied for those positions. The current *Parks and Recreation Ordinance* is outdated and could be amended to *change the structure of the Board* from five members to “up to seven members” and allow appointment of all those who were interviewed. Ms. London stated the Ordinance must be advertised once and could be considered for adoption at the February 6th meeting. Mr. Bingaman stated he could draft the amendment and place the advertisement. Mr. Jones moved,

seconded by Mr. Hackett to authorize advertisement of the Parks and Recreation Ordinance amendment. Motion passed 5-0.

902 Recycling Grant – Mr. Jones moved, seconded by Mr. Keifrider to accept the 902 Recycling grant for \$203,487.00 and execute the grant agreement. Motion passed 5-0.

Mr. Jones asked if the Board would like to consider appointing two of the four applicants for the **Parks and Recreation vacancies**, so they have a full board for their February meeting. Mr. Weller moved, seconded by Mr. Jones to **appoint Brian Duffie and Paul Darrah III** to the Parks and Recreation Board. Motion passed 5-0. Mr. Duffie's term will expire on 12/31/2023. Mr. Darrah's term will expire on 12/31/2022. Ms. London stated the two remaining applicants could attend the February 4th Parks and Recreation meeting but cannot vote until appointed by the Board of Supervisors.

SOLICITOR

Ms. London reported the Berks County Planning Commission reviewed the **Medical Marijuana Ordinance** and had no comments. Mr. Bingaman stated the Board previously granted permission to advertise the three zoning ordinance amendments (General Zoning Changes, Family Member Suites and Medical Marijuana). Ms. London stated she will place the newspaper advertisements for the Ordinances and public hearing.

ENGINEER

Mr. Weber reported **Auto Zone** has completed paving, lights have been installed and the store could be opening soon. Landscaping will be completed in the spring. Mr. Weber reported the Planning Commission accepted the **1123 Douglassville LLP Phase II** plan for review. Dunkin Donuts, Taco Bell and an office building are part of the Phase II plan. Mr. Weber stated he expects the **Speedway and the Darnoc Land Development plans** to be submitted for review at the Planning Commission meeting in February.

NEW BUSINESS

Liquid Fuels Actual Use Report MS-965 – Mr. Jones moved, seconded by Mr. Hackett to authorize execution of the 2018 Liquid Fuels Actual Use Report. Motion passed 5-0.

EMPLOYEE/OFFICIAL REPORTS

Manager's Report

Leaf Creek Interceptor – Mr. Bingaman reported Almeida & Hudak is now listed as the **co-permittee** on the NPDES Permit. The BCCD issued an inspection to Almeida & Hudak and Amity Township for the site visit on January 7th. Mr. Ebert reviewed the outstanding items and was scheduled to inspect the site on January 15th. At the time of the meeting, Mr. Bingaman had not received confirmation that the inspection was completed.

I&I Repairs (Phase 7) – Mr. Bingaman received pricing for **slip lining** of various sections of the sewer line. Thirteen sections need to be slip lined with a triple layer fiberglass sleeve. The lowest responsible bidder was Sewer Specialty Services Co., Inc. at \$25,900.00. Ms. London stated if the work could be considered maintenance prevailing wage would not apply; however, being unfamiliar with slip lining she recommended the Manager confirm with Mr. Boland. Mr. Bingaman said the slip lining does not expand the sewer system and therefore would be classified as maintenance. **Root control** is needed at thirteen points in this phase. The Manager received a quote of \$6,248.19 for chemical root control. Mr. Jones moved, seconded by Mr. Hackett to approve proceeding with repairs

by Sewer Specialty Services Co. Inc. at a cost of \$25,900.00 and root control services by Duke's Root Control Inc. at a cost of \$6,248.19. Motion passed 5-0.

Centrifuge and WWTP Emergency Generator – Mr. Bingaman deferred both matters to the February 6th meeting.

Limekiln Road Low Pressure Sewer System – The PennDOT HOP is still pending.

License Committee Meeting – The Committee will meet on January 24th at 8:30AM at the Township building. Mrs. McGrath asked if a Supervisor participated on the Committee. Mr. Bingaman stated Mr. Gokey was the last Supervisor to serve on the Committee, however any Supervisor available is welcome to attend the meeting.

Police Chief

Mr. Keifrider asked where notification was sent for the ***Lords & Ladies false alarm violations***. Chief Smith stated the 11 notices of violation and the notice filed with District Court for unpaid violations were sent to the business address. Chief Smith stated he will schedule ***testing for Sergeant*** on Saturday, April 13th or Saturday, April 20th.

SUPERVISORS

Mr. Jones requested a brief executive session to discuss ***personnel matters***, with no intent to return.

PUBLIC COMMENT

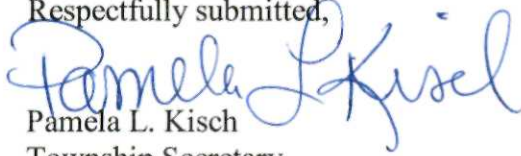
None

EXECUTIVE SESSION AND ADJOURNMENT

At 7:44PM, with there being no further business, Mr. Jones made a motion, seconded by Mr. Hackett to adjourn to executive session to discuss personnel matters, with no intent to return. Motion passed 5-0.

Meeting adjourned at 7:44PM.

Respectfully submitted,



Pamela L. Kisch
Township Secretary

Report Criteria:

Report type: GL detail

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Date	Invoice Number	Description	Invoice GL Account	Check Amount
01/16/2019	26996	1671	Berks County Conservation District	01/07/2019	AMITY MS4	MS4 Steering Committee	01-408-367.00	700.00
01/16/2019	26997	47	Birdsboro Auto Parts	12/24/2018	754723	battery	01-437-370.00	225.74
01/16/2019	26997	47	Birdsboro Auto Parts	12/24/2018	754742	battery deposit	01-437-370.00	18.00-
01/16/2019	26997	47	Birdsboro Auto Parts	01/04/2019	755706	lamp	01-437-370.00	17.69-
01/16/2019	26998	521	Calibre Press	01/04/2019	65872	Street Survival Seminar-Ellwanger/Santia	01-410-460.00	498.00
01/16/2019	26999	1670	Commerce Bank-Commercial Cards	12/16/2018	VINCENZO'S	Vincenzo's	01-401-122.00	153.70
01/16/2019	26999	1670	Commerce Bank-Commercial Cards	12/20/2018	YELLOWHO	Manager's Luncheon	01-401-122.00	30.45
01/16/2019	26999	1670	Commerce Bank-Commercial Cards	12/19/2018	BEST BUY 05	Backup battery phone system	01-406-320.00	135.99
01/16/2019	26999	1670	Commerce Bank-Commercial Cards	12/11/2018	REDROBIN 1	Police training-meals	01-410-124.00	16.38
01/16/2019	26999	1670	Commerce Bank-Commercial Cards	12/11/2018	TOSCOSITA	Police training-meals	01-410-124.00	12.81
01/16/2019	26999	1670	Commerce Bank-Commercial Cards	12/04/2018	IDEAL STAM	Coding stamps-Roads	01-430-220.00	81.00
01/16/2019	26999	1670	Commerce Bank-Commercial Cards	12/11/2018	LEDLIGHTIN	LED Streetlights	01-434-000.00	1,218.70
01/16/2019	26999	1670	Commerce Bank-Commercial Cards	12/26/2018	PARURAL 38	PRWA training-Lingenfelter & Maguire	08-429-420.00	260.00
01/16/2019	26999	1670	Commerce Bank-Commercial Cards	12/18/2018	PARURAL W	PRWA training-Orrs & Bingaman	08-429-420.00	260.00
01/16/2019	26999	1670	Commerce Bank-Commercial Cards	12/03/2018	AMAZON 12	Trash bags-300th Anniversary	19-489-000.00	287.84
01/16/2019	26999	1670	Commerce Bank-Commercial Cards	12/11/2018	LIBERTY TH	300th Anniversary display case	19-489-000.00	53.00
01/16/2019	26999	1670	Commerce Bank-Commercial Cards	12/04/2018	SIGNS365 12	300th Anniversary brochures	19-489-000.00	39.70
01/16/2019	26999	1670	Commerce Bank-Commercial Cards	01/01/2019	3MONKEYS	300th Anniversary Winterfest inflatables	19-489-100.00	1,572.75
01/16/2019	26999	1670	Commerce Bank-Commercial Cards	12/26/2018	AMAZON 12	300th Winterfest supplies	19-489-100.00	78.36
01/16/2019	26999	1670	Commerce Bank-Commercial Cards	12/30/2018	OLIVIERO'S	300th Anniversary Winterfest	19-489-100.00	55.95
01/16/2019	26999	1670	Commerce Bank-Commercial Cards	12/31/2018	WALMART 0	300th Winterfest supplies	19-489-100.00	39.34
01/16/2019	26999	1670	Commerce Bank-Commercial Cards	12/09/2018	WALMART 1	300th Winterfest supplies	19-489-100.00	41.10
01/16/2019	27000	1123	County of Berks	01/05/2019	5407191	mobile computer	01-410-320.00	393.00
01/16/2019	27001	1660	Crimewatch Technologies	01/01/2019	0265	monthly subscription	01-410-741.00	197.00
01/16/2019	27002	1733	Daniel Boone Music Boosters	01/10/2019	300TH AD 20	ad for 300th Anniversary	19-489-000.00	100.00
01/16/2019	27003	100	Denney Electric Supply	12/31/2018	S101165613.0	New Light Switches	01-454-370.00	95.58
01/16/2019	27004	1266	FBI-LEEDA	01/09/2019	200025079	training-Smith	01-410-460.00	695.00
01/16/2019	27005	1151	Fraser Advanced Information System	01/04/2019	611708	monthly copier fee MX5140	01-406-384.00	109.18
01/16/2019	27006	139	Galls, LLC	12/20/2018	011562180	uniforms, Milesosky	01-410-191.00	317.53
01/16/2019	27007	154	Harner's Auto Body Inc.	01/02/2019	4391	26-5 accident repair	01-410-250.00	1,000.00
01/16/2019	27007	154	Harner's Auto Body Inc.	12/26/2018	9695	Unmarked oil change	01-410-250.00	34.05
01/16/2019	27008	165	Home Depot	01/09/2019	416400003817	lights for admin building	01-409-373.00	69.87
01/16/2019	27008	165	Home Depot	01/04/2019	416400001402	supplies for plant	08-429-371.00	169.27
01/16/2019	27008	165	Home Depot	10/22/2018	OAC-0000000	supplies for plant	08-429-371.00	1.00-
01/16/2019	27009	932	IAPE, INC.	01/01/2019	M19-25445	Annual Membership	01-410-420.00	50.00
01/16/2019	27010	216	J.P. Mascaro & Sons	12/31/2018	355263	sludge removal	08-429-380.00	2,696.23

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Date	Invoice Number	Description	Invoice GL Account	Check Amount
01/16/2019	27011	1734	Knight's Rental Inc.	12/31/2018	RED-18289-1	Winterfest-Chairs, tables, heaters & propa	19-489-100.00	769.10
01/16/2019	27012	397	M.J. Reider Associates Inc.	01/07/2019	1900127	influent/effluent	08-429-375.00	1,000.00
01/16/2019	27013	225	Met-Ed	01/03/2019	010319 BILLS	traffic signals	01-433-370.00	195.95
01/16/2019	27013	225	Met-Ed	01/03/2019	010319 BILLS	Street lighting	01-434-000.00	4,150.00
01/16/2019	27014	713	MRM Workers' Comp Fund	01/01/2019	1819PRJ9944	WC audit-admin	01-401-123.02	76.50
01/16/2019	27014	713	MRM Workers' Comp Fund	01/01/2019	1819PRJ9944	Workers' comp-police	01-410-192.02	5,103.05
01/16/2019	27014	713	MRM Workers' Comp Fund	01/01/2019	1819PRJ9944	Workers' comp-codes	01-413-122.02	17.68
01/16/2019	27014	713	MRM Workers' Comp Fund	01/01/2019	1819PRJ9944	Workers' comp-roads	01-438-150.02	1,503.14
01/16/2019	27014	713	MRM Workers' Comp Fund	01/01/2019	1819PRJ9944	Workers' comp-sewer	08-429-150.02	2,409.06
01/16/2019	27015	270	PA American Water Co.	01/03/2019	21003625313-	fire hydrants	04-411-363.00	6,075.31
01/16/2019	27016	261	PA One Call System	12/31/2018	797207	monthly activity fee	08-429-320.00	133.17
01/16/2019	27017	1732	PetroChoice Lubrication Solutions	01/03/2019	10803455	plow hitch grease	01-430-231.00	524.70
01/16/2019	27018	1668	Pottstown Auto Wash	12/31/2018	DECEMBER	car washes-police	01-410-250.00	129.00
01/16/2019	27019	1720	Reading Bearing & Drive Solutions	01/04/2019	0238108	repair to heater in dumpster room	08-429-370.00	254.50
01/16/2019	27020	302	Red the Uniform Tailor	01/08/2019	M279241A	uniforms, smith	01-410-191.00	18.50
01/16/2019	27021	1085	Siana, Bellwoar & McAndrew,LLP	01/03/2019	77696	ZHB matters	01-414-316.00	55.62
01/16/2019	27022	1395	State Workers Ins. Fund	12/31/2018	05916342-123	Worker's Comp.-Vol. Fire	04-411-500.03	2,324.00
01/16/2019	27023	1735	Steven Chieffo	01/09/2019	WINTERFES	300th supplies	19-489-000.00	120.58
01/16/2019	27023	1735	Steven Chieffo	01/09/2019	WINTERFES	Winterfest supplies	19-489-100.00	58.24
01/16/2019	27024	1662	Talley Petroleum Enterprises, Inc.	01/04/2019	166289	heating oil-WWTP Digester bldg	08-429-361.00	1,244.43
01/16/2019	27024	1662	Talley Petroleum Enterprises, Inc.	01/04/2019	166290	heating oil-WWTP Pole Barn	08-429-361.00	486.37
01/16/2019	27025	900	Township of Cumru	01/01/2019	2019 RANGE	Range usage fee	01-410-460.00	1,000.00
01/16/2019	27026	1228	Triad Truck Equipment, Inc.	12/28/2018	79968	Truck #65 repair	01-437-370.00	489.50
01/16/2019	27027	894	Weaver's Hardware Co., Inc.	01/09/2019	37553	exterior lights for township bldg	01-409-373.00	21.99
01/16/2019	27027	894	Weaver's Hardware Co., Inc.	01/07/2019	37535	supplies-roads	01-430-260.00	34.97
01/16/2019	27027	894	Weaver's Hardware Co., Inc.	01/08/2019	37542-OFFLI	supplies-sewer	08-429-370.00	60.93
01/16/2019	27027	894	Weaver's Hardware Co., Inc.	01/08/2019	37542	supplies-sewer	08-429-372.00	56.96
01/16/2019	27028	1704	Wex Bank	12/31/2018	57227713	gasoline-Police	01-410-231.00	1,595.39
01/16/2019	27028	1704	Wex Bank	12/31/2018	57227713	gasoline-Codes	01-413-125.00	80.99
01/16/2019	27028	1704	Wex Bank	12/31/2018	57227713	gasoline-Roads	01-430-231.00	243.83
01/16/2019	27028	1704	Wex Bank	12/31/2018	57227713	gasoline-Sewer	08-429-335.00	380.27
01/16/2019	27029	1637	WG America Company	01/08/2019	3571367	water service-police	01-410-200.00	11.36
01/16/2019	27029	1637	WG America Company	01/08/2019	3571368	water service-Roads	01-430-300.00	8.66
01/16/2019	27030	377	Wrigley's Office Supply Co	01/08/2019	706620	office supplies	01-406-200.00	48.26
01/16/2019	27030	377	Wrigley's Office Supply Co	01/08/2019	706620	office supplies-police	01-410-200.00	169.73
Grand Totals:								42,502.57

Dated:

January 16, 2019

Supervisors:

~~Jim McGraw~~

~~John [unclear]~~

Paul Welke

Mh

General Fund

\$ 21,477.11

Fire Fund

\$ 8,399.31

Sewer Fund

\$ 9,410.19

300th Anniversary

7 3,215.96

Total

\$ 42,502.57

Report Criteria:

Report type: GL detail