

Amity Township Board of Supervisors
Meeting Minutes

April 1, 2020

Call to Order/Pledge to the Flag

The April 1, 2020 meeting of the Board of Supervisors was held via Zoom, a cloud platform for video and audio conferencing, and 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, Township Manager
Brian Boland, Kozloff/Stoudt Attorneys
Jeffrey Smith, Chief of Police
Dave Wheeler, Waste Water Treatment Plant Superintendent
Patrick Moore, Public Works Maintenance Superintendent
Pamela Kisch, Township Secretary

ANNOUNCEMENTS

Mrs. McGrath announced the meeting was being held via Zoom due to the recent COVID-19 Pandemic and directive by Governor Wolf. Notice of the public meeting location was posted on the website and front door of the Municipal Building. Mrs. McGrath announced the decision was made to postpone the Pennsylvania General Primary to June 2nd.

PUBLIC COMMENT (AGENDA ITEMS ONLY)

None

MINUTES

Mr. Keifrider moved, seconded by Mr. Hackett to approve the March 18, 2020 minutes. Motion passed 5-0.

FINANCE

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

\$ 102,782.08	General Fund
\$ 32,377.61	Sewer Fund
\$ 161.62	Liquid Fuels Fund
\$ 135,321.31	Total

Motion passed 5-0.

The Board reviewed the Overtime by Department and had no questions.

REPORTS

Codes – The Board reviewed the Code Department Report and had no questions.

Roads – Mr. Moore reported street sweeping will begin on Monday. Bids for the 2020 Paving Projects came in lower than projected, with the lowest bid being submitted by Allan Myers. Catch basins have been ordered for Redwood Drive and Russell Avenue and should be delivered next week.

OLD BUSINESS

Amended Disaster Declaration – Mr. Bingaman stated the COVID-19 Pandemic has and will last longer than seven days; and, recommended adopting the amended Declaration of Disaster Emergency through June 30, 2020. Mr. Jones moved, seconded by Mr. Hackett to adopt ***Resolution 20-12***. Motion passed 5-0.

2020 Paving Projects – Mr. Bingaman recommended awarding the 2020 Paving Project with Option 1 to the lowest bidder, subject to the review and approval of the Solicitor. Mr. Jones moved, seconded by Mr. Hackett to award the 2020 Paving Projects with Option 1 to Allan Myers, LP, for \$284,658.00, subject to the review and approval of the Solicitor. Motion passed 5-0.

2020 Stormwater Materials Project – Mr. Bingaman stated there were no bids received on PennBid. Bidding closed at 1:00PM today. Mrs. McGrath asked if we feel we will get bids for the project. Mr. Bingaman stated at least one of the bidders forgot the deadline for bids. Mrs. McGrath asked if the project must be re-advertised. Mr. Bingaman stated it would be, but it's an abbreviated version with more detail listed on PennBid.

WWTP Compressor – Mr. Bingaman stated the compressor was sold on Municibid on February 15, 2020 but the winning bidder was from Connecticut and failed to contact the Township for payment/pick-up. The compressor was re-listed on Municibid and the highest bid on March 19, 2020 was \$470.00. Mr. Keifrider moved, seconded by Mr. Weller to accept the highest bid of \$470.00 and authorize the sale of the compressor to Dan Kelly of Boothwyn. Motion passed 5-0.

Moseley Ag Security Resolution – Mr. Bingaman received Mr. Mrs. Moseley's application to include the property, located at 187 Fancy Hill Road, in the Agricultural Security Area. Mr. Bingaman stated the application was held for 180 days and given deemed approval. The Resolution provided was a mirror of a resolution previously provided by Mr. Boland for the inclusion of the Dech Property to the Ag Security Area. Mr. Jones moved, seconded by Mr. Weller to adopt ***Resolution 20-13*** as presented, adding the Moseley property to the Agricultural Security Area. Motion passed 5-0.

SOLICITOR

Mr. Boland had nothing to report.

NEW BUSINESS

None

Manager's Report

WWTP Laborer/Equipment Operator – The Board approved the hiring of the top candidate for the position, conditioned upon successful completion of pre-employment testing at the March 18, 2020 BOS meeting. Mr. Hackett moved, seconded by Mr. Keifrider to reaffirm the hiring of ***Gary Kellon*** for the position of WWTP Laborer/Equipment Operator effective March 30, 2020, at 90% of the Contract rate classification (\$22.71) with a probationary period of 120-days. Motion passed 5-0.

Act 209 Committee Meetings – Mr. Bingaman asked whether the Board wished to defer the April meeting due to the COVID-19 Pandemic. Mrs. McGrath stated the meeting should be deferred as directed by Governor Wolf. Mr. Bingaman stated the first meeting of the Act 209 Committee would be May 27th at 7:00PM.

April Public Meetings – Mr. Bingaman stated the public meeting for the *Planning Commission* (if necessary) would be held via Zoom on April 8th as previously scheduled and a determination would be made whether there would be a need to hold the April 15th *Board of Supervisors meeting*. Mr. Bingaman stated the Jiffy Lube Conditional Use Hearing was tentatively scheduled for May 6th. Mr. Boland stated he received a letter from Irwing Gama, the project leader for *Jiffy Lube*, which stated they have agreed to the postponement of the Conditional Use Hearing, and waived the time limits. Mr. Boland replied to Mr. Gama stating the Conditional Use Hearing would be postponed indefinitely until the Governor's order has been lifted and could be held in person. Mr. Boland stated the Conditional Use Hearing would then be scheduled as soon as practical. Mr. Jones moved, seconded by Mr. Hackett to authorize staff to pay the April 15th disbursements subject to ratification of the same at the May 6, 2020 Board of Supervisors meeting. Motion passed 5-0.

Mr. Bingaman requested a brief *Executive Session* to discuss personnel matters.

Chief of Police Report

Mrs. McGrath asked if the Police Department was adequately stocked with *masks*. Chief Smith stated they had sufficient stock at this time. As a result of the potential infection of the COVID-19 virus, Chief Smith reported Mr. Shaffer has been doing an excellent job *disinfecting and sanitizing the Police Department daily*. Mr. Jones stated he'd like the minutes to include a *thank you to the local businesses* who have made donations of PPE from their own personal businesses. *Amity Dentistry of Douglassville, K&S Dental of Boyertown, Optima Nail of Douglassville, Dr. Elliott of Parklane Plaza and Dr. Habakus* of Douglassville have donated masks, gloves and other PPE to the Township. Chief Smith stated *Black Jax* donated bottles of hand sanitizer to the Police Department.

SUPERVISORS

None

PUBLIC COMMENT

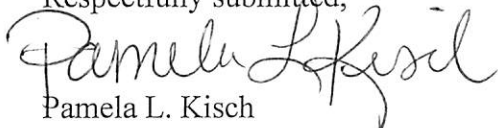
Mr. Bingaman announced the BOS meeting was recorded and the *recording or draft minutes* will be posted to the Township website, as required. Mr. Jones thanked Mr. Bingaman for setting up the Zoom meeting.

EXECUTIVE SESSION AND ADJOURNMENT

With no further business, at 7:31PM, Mr. Jones moved, seconded by Mr. Keifrider to adjourn to Executive Session for discussion of personnel matters with no intent to return. Motion passed 5-0.

Meeting adjourned at 7:31PM.

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
04/01/2020	1948	1197	Douglassville Quarry	03/05/2020	40436345	cold patch	35-438-000.0	161.62
04/01/2020	28535	299	21 Century Media-Philly Clust	03/14/2020	1978153	Ad-Audit notice	01-406-340.0	79.02
04/01/2020	28536	7	Albright College-Center for	03/16/2020	2020 SPON	membership	01-406-540.0	1,000.00
04/01/2020	28537	1143	American Solutions for Busine	02/27/2020	04655894	business cards-police	01-410-200.0	74.97
04/01/2020	28538	39	Berks Co Chiefs of Police Asso	02/19/2020	3508-1	law books	01-410-200.0	262.50
04/01/2020	28539	1628	Berks County Solid Waste Aut	03/16/2020	2020 SPON	annual sponsorship	01-426-000.0	500.00
04/01/2020	28540	1709	Fisher's Rental	03/16/2020	120584	Monocacy Hill tree felling	01-454-370.0	682.50
04/01/2020	28541	1722	FP Mailing Solutions	03/10/2020	RI10440125	postage meter rental	01-406-325.0	156.00
04/01/2020	28542	1807	GreatAmerica Financial Servic	03/12/2020	26657119	Agreement # 003-1530661-000-Admin	01-406-384.0	220.92
04/01/2020	28542	1807	GreatAmerica Financial Servic	03/12/2020	26657119	Agreement # 003-1530661-000-Police	01-410-200.0	220.91
04/01/2020	28543	154	Harner's Auto Body Inc.	03/06/2020	5274	26-7 accident (deer) repair	01-410-250.0	2,036.26
04/01/2020	28544	165	Home Depot	03/16/2020	416400001	Hill Rd Park fence repair	01-454-370.0	99.84
04/01/2020	28544	165	Home Depot	03/13/2020	416400001	paint	08-429-370.0	107.31
04/01/2020	28545	216	J.P. Mascaro & Sons	03/11/2020	381728	waste removal-twp. bldg.	01-409-365.0	182.18
04/01/2020	28545	216	J.P. Mascaro & Sons	03/11/2020	381728	waste removal-WWTP	08-429-370.0	51.98
04/01/2020	28545	216	J.P. Mascaro & Sons	03/11/2020	381612	grit dumpsters	08-429-380.0	1,102.50
04/01/2020	28545	216	J.P. Mascaro & Sons	03/15/2020	382194	sludge removal	08-429-380.0	5,273.10
04/01/2020	28546	524	Jeffrey Smith	03/12/2020	SPRING 202	tuition reimbursement	01-410-123.0	567.50
04/01/2020	28547	1694	Leads Online	03/15/2020	254894	Power Plus Investigation System	01-410-741.0	2,128.00
04/01/2020	28548	208	LRM Inc.	03/19/2020	20-252	amp board	08-429-370.0	1,330.00
04/01/2020	28549	1749	Municipal Capital Finance	03/12/2020	136671203	Ricoh CW2201 monthlypayment	01-406-384.0	81.50
04/01/2020	28549	1749	Municipal Capital Finance	03/12/2020	136671203	Ricoh CW2201 monthly payment	08-429-200.0	81.50
04/01/2020	28550	242	National Uniform Rental	03/19/2020	953854	unifoms-roads	01-430-191.0	27.64
04/01/2020	28550	242	National Uniform Rental	03/12/2020	953470	unifoms-sewer	08-429-191.0	43.05
04/01/2020	28550	242	National Uniform Rental	03/19/2020	953855	unifoms-sewer	08-429-191.0	32.75
04/01/2020	28551	270	PA American Water Co.	03/19/2020	210030928	township bldg	01-406-300.0	18.27

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Date	Invoice Number	Description	Invoice GL Account	Check Amount
04/01/2020	28551	270	PA American Water Co.	03/20/2020	210029897	Rosewood Dr.	01-451-450.0	15.92
04/01/2020	28551	270	PA American Water Co.	03/18/2020	210030298	hill rd - water	01-451-450.0	15.92
04/01/2020	28551	270	PA American Water Co.	03/19/2020	210029640	Verdure Lane	08-429-372.0	15.92
04/01/2020	28551	270	PA American Water Co.	03/20/2020	210031727	Rosecliff pump	08-429-372.0	15.92
04/01/2020	28551	270	PA American Water Co.	03/18/2020	220023768	Pleasant View Dr.	08-429-372.0	40.15
04/01/2020	28552	27	PA Municipal Health Ins. Co-o	04/01/2020	APRIL 2020	Health Insurance Admin	01-401-123.0	11,858.56
04/01/2020	28552	27	PA Municipal Health Ins. Co-o	04/01/2020	APRIL 2020	Health Insurance Police	01-410-192.0	44,469.60
04/01/2020	28552	27	PA Municipal Health Ins. Co-o	04/01/2020	APRIL 2020	Health Insurance Code	01-413-122.0	2,964.64
04/01/2020	28552	27	PA Municipal Health Ins. Co-o	04/01/2020	APRIL 2020	Health Insurance Roads	01-438-150.0	14,823.20
04/01/2020	28552	27	PA Municipal Health Ins. Co-o	04/01/2020	APRIL 2020	Health Insurance Sewer	08-429-150.0	18,998.60
04/01/2020	28553	1535	Palladino Metal Fabrication, I	03/13/2020	032014	platform for recycle dumpster	01-426-000.0	6,069.50
04/01/2020	28554	1082	Penteledata L.P.	03/24/2020	B3661891	Internet-Admin	01-406-741.0	209.95
04/01/2020	28554	1082	Penteledata L.P.	03/24/2020	B3661891	Internet-Police	01-410-741.0	209.95
04/01/2020	28554	1082	Penteledata L.P.	03/24/2020	B3661891	Internet-WWTP	08-429-741.0	99.95
04/01/2020	28555	694	Plasterer Equipment Co. Inc	03/11/2020	E02183	John Deere Backhoe forklift	01-437-370.0	3,100.00
04/01/2020	28556	292	PSATS	03/10/2020	INV-67641-	PA Township News	01-406-420.0	36.00
04/01/2020	28557	1605	RelaDyne	03/11/2020	0152050	CHV Cetus Hipersyn	08-429-335.0	2,562.70
04/01/2020	28558	1595	Ridge Support Technologies	03/09/2020	107344	Intronis Cloud Backup-Admin	01-406-741.0	205.00
04/01/2020	28558	1595	Ridge Support Technologies	03/09/2020	107366	Office 365-admin	01-406-741.0	165.00
04/01/2020	28558	1595	Ridge Support Technologies	03/09/2020	107411	Managed Services-admin	01-406-741.0	377.50
04/01/2020	28558	1595	Ridge Support Technologies	03/09/2020	107344	Intronis Cloud Backup-Police	01-410-741.0	205.00
04/01/2020	28558	1595	Ridge Support Technologies	03/09/2020	107367	Office 365-police	01-410-741.0	228.00
04/01/2020	28558	1595	Ridge Support Technologies	03/09/2020	107411	Managed Services-police	01-410-741.0	377.50
04/01/2020	28558	1595	Ridge Support Technologies	03/09/2020	107366	Office 365-sewer	08-429-741.0	80.00
04/01/2020	28559	1634	RKL, LLP	02/29/2020	322552	2019 Audit	01-402-311.0	5,500.00
04/01/2020	28560	850	Shawn O'Rourke	03/04/2020	030420 UNI	Detective clothing reimbursement	01-410-191.0	139.04
04/01/2020	28561	1085	Siana, Bellwoar & McAndrew,	03/04/2020	82603	ZHB	01-414-316.0	1,046.69
04/01/2020	28562	335	Staples Credit Plan	03/15/2020	031520 STA	Office Supplies-sewer	08-429-200.0	164.95
04/01/2020	28563	359	USA Blue Book	03/10/2020	168775	particulate respirator	08-429-370.0	43.21

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Date	Invoice Number	Description	Invoice GL Account	Check Amount
04/01/2020	28563	359	USA Blue Book	03/17/2020	176407	submersible pump	08-429-372.0	1,663.50
04/01/2020	28563	359	USA Blue Book	03/04/2020	163140	analog stirrer	08-429-450.0	179.54
04/01/2020	28564	894	Weaver's Hardware Co., Inc.	03/20/2020	40771	respirators	01-406-200.0	57.94
04/01/2020	28564	894	Weaver's Hardware Co., Inc.	03/19/2020	40763	housekeeping supplies	01-409-226.0	22.99
04/01/2020	28564	894	Weaver's Hardware Co., Inc.	03/16/2020	40733	supplies-roads	01-430-220.0	7.99
04/01/2020	28564	894	Weaver's Hardware Co., Inc.	03/17/2020	40749	supplies-roads	01-430-220.0	15.59
04/01/2020	28564	894	Weaver's Hardware Co., Inc.	03/19/2020	40765	firemans nozzle	01-430-220.0	23.98
04/01/2020	28564	894	Weaver's Hardware Co., Inc.	03/19/2020	40765	sweeper hardware	01-437-370.0	11.76
04/01/2020	28564	894	Weaver's Hardware Co., Inc.	03/20/2020	40775	sweeper hardware	01-437-370.0	19.08
04/01/2020	28564	894	Weaver's Hardware Co., Inc.	03/19/2020	40763	paint	01-454-370.0	3.99
04/01/2020	28564	894	Weaver's Hardware Co., Inc.	03/20/2020	40770	supplies for COVID 19 signs	01-454-370.0	21.98
04/01/2020	28564	894	Weaver's Hardware Co., Inc.	03/11/2020	40698	supplies-sewer	08-429-371.0	26.98
04/01/2020	28564	894	Weaver's Hardware Co., Inc.	03/13/2020	40719	padlock	08-429-372.0	11.99
04/01/2020	28565	1195	Windstream Corporation	03/18/2020	021342046-	phone service-main office	01-406-320.0	581.58
04/01/2020	28565	1195	Windstream Corporation	03/18/2020	021317042-	phone service-sewer plant	08-429-320.0	309.72
04/01/2020	28565	1195	Windstream Corporation	03/18/2020	021317042-	pump station 8	08-429-320.0	43.24
04/01/2020	28565	1195	Windstream Corporation	03/18/2020	021340215-	pump station 9	08-429-320.0	36.59
04/01/2020	28566	889	Witmer Public Safety Group, I	03/12/2020	1987966.00	ammunition	01-410-750.0	1,631.55
04/01/2020	28567	377	Wrigley's Office Supply Co	03/13/2020	7518433-0	office supplies-police	01-410-200.0	13.99
04/01/2020	28567	377	Wrigley's Office Supply Co	03/20/2020	751795-0	planning commission expenses	01-414-300.0	14.68
04/01/2020	28567	377	Wrigley's Office Supply Co	03/17/2020	752126-0	housekeeping supplies-WWTP	08-429-236.0	62.46
Grand Totals:								<u><u>135,321.31</u></u>

Dated: April 1, 2020

Supervisors : *Kim McGint*
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Fund	Amount
General Fund	\$ 102,782.08
Fire Fund	
Sewer Fund	\$ 32,377.61
EDU/Capital Fund	
Recreation Fund	
Monocacy Hill Fund	
300th Anniversary	
Capital Fund	
Liquid Fuels	\$ 161.62
Total	\$ 135,321.31

Report Criteria:
Report type: GL detail