

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

December 16, 2020

**Call to Order/Pledge to the Flag**

The December 16, 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, followed by the pledge to the flag. The following were in attendance:

**SUPERVISORS**

Kim McGrath, Chairperson  
David Hackett, Vice Chair  
Paul Weller  
Kevin Keifrider

**STAFF**

Troy Bingaman, Township Manager  
Kathie Benson, Office Administrator  
Brian F. Boland, Kozloff/Stoudt Attorneys  
John Weber, LTL Consultants  
Jeffrey Smith, Chief of Police  
Pamela Kisch, Township Secretary

**ANNOUNCEMENTS**

Mrs. McGrath announced that on December 15, 2020, Governor Wolf proclaimed a *Disaster Emergency* in 57 of the 67 counties in Pennsylvania in advance of the severe winter weather event forecasted to bring snow, ice and flooding.

**PUBLIC COMMENT (AGENDA ITEMS ONLY)**

None

**MINUTES**

Mr. Weller moved, seconded by Mr. Keifrider to approve the December 2, 2020 minutes. Motion passed 4-0.

**FINANCE**

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

\$ 43,759.58	General Fund
\$ 7,422.31	Fire Fund
\$ 26,535.92	Sewer Fund
\$ 156.00	EDU/Sewer Capital Fund
\$ 868.00	Act 209 Fund
\$ 500.00	Amity History Fund
<u>\$ 4,570.11</u>	<u>Capital Fund</u>
\$ 83,811.92	Total

Motion passed 4-0.

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

### REPORTS

*Fire Companies* – Supervisors reviewed the Amity and Monarch Fire Company Reports and had no questions.

*Planning Commission* – Mr. Weller moved, seconded by Mr. Hackett to accept the 90-day time extension for the *Monocacy Hill Investment, LLC* minor subdivision plan. Motion passed 4-0. The 90-day extension will expire on April 21, 2021. Mr. Weber stated the Planning Commission accepted the *Arbour Green Preliminary Plan* for review. The Arbour Green Plan is a commercial retirement home development plan with 148-age-restricted apartments. The Planning Commission reviewed the concept sketch plan for *Highland Place*, a 337-unit age-restricted development on the Flatley property (Amity Park Road). Mr. Weber stated the developer intends to submit a fully engineered plan in February 2021.

### OLD BUSINESS

None

### SOLICITOR

Mr. Boland had nothing to report.

### ENGINEER

Mr. Weber reported the new building at *Moove In Self Storage* is nearly finished. Paving and stormwater controls need to be completed, but it's anticipated the new buildings should be opening in spring of 2021. Mr. Weber reported the concrete and curb work is being done in preparation for paving at *Jiffy Lube*.

### NEW BUSINESS

*Zoning Variance for 2 non-conforming lots, Monocacy Hill Investment, LLC* – Mr. Weber stated property is located at 391 Monocacy Hill Road, in the PBOI zoning district and is being subdivided into two non-conforming lots. The minimum lot size in the PBOI is 40-acres. Mrs. McGrath asked what the acreage would be for each lot. Mr. Weber stated Lot 1 would be 22.9 acres and Lot 2 would be 38.7 acres. Jamie Keith, Boyer Engineering, stated the plan is in its infancy stage. The existing house on Lot 1 will be demolished and the new house is planned to be built in approximately the same location. Mr. Boland stated the proposed lot lines would leave the septic system on Lot 2 and the Planning Commission made a recommendation to approve the variance conditioned upon the new house on Lot 1 being connected to public sewer, if Lot 2 is sold and a new house is constructed on Lot 2 that house must connect to public sewer, ensuring the lots do not share the existing septic system. Mr. Keifrider moved, seconded by Mr. Weller to send a letter to the Zoning Hearing Board in favor of granting the variance, with the same conditions set by the Planning Commission. Motion passed 4-0.

*Elected Auditor Vacancy* – Mr. Bingaman stated Curtis Clifford works at a polling place for the elections and was unable to fulfil his term as an Elected Auditor, which left the vacancy. When Mr. Clifford resigned in 2020, the Board chose to not seek a candidate to fill the vacancy. **Bruce MacGregor**, 215 Spring View Drive, expressed an interest in filling the vacancy. Mr. Bingaman stated the appointment would be through the end of 2021 at which time Mr. MacGregor could

petition to be listed on the ballot. Mr. Keifrider moved, seconded by Mr. Weller to appoint Bruce MacGregor as auditor through December 31, 2021. Motion passed 4-0.

*Authorize Advertisement of 2021 Meeting Dates* – Mr. Keifrider moved, seconded by Mr. Weller to authorize advertisement of the 2021 meeting dates, as proposed. Motion passed 4-0.

**MANAGER’S REPORT** – Mr. Bingaman reported our part-time maintenance worker *S. Michael Shaffer*, gave notice that his last day would be January 8<sup>th</sup>. Mr. Bingaman stated Mr. Shaffer worked 24.5 hours per week cleaning buildings and parks. The position is a union position without benefits. Mr. Bingaman stated staff will put notice out to fill that position going forward. Mr. Bingaman received an email from the DCED *Greenways, Trails and Recreation Program (GTRP)* seeking additional clarification for the grant application. Mr. Bingaman stated this could be a good indication they are getting close to awarding the grant. If awarded the GTRP grant, it would provide the matching funds for the DCNR grant previously awarded for the complete rehabilitation of Lake Drive Park.

**CHIEF OF POLICE REPORT**

Chief Smith stated the *Memo of Understanding (MOU)* regarding Section 106 (D) was issued to clean up language in the Collective Bargaining Agreement and would allow more efficient staffing of shifts. Chief Smith stated the revisions made by Mr. Boland would need to be approved by the Police Association before seeking Board approval. Approval of the MOU was tabled to the January 4<sup>th</sup> Reorganization meeting. Chief Smith asked if the Manager received the *updated run cards*. Mr. Bingaman stated he had not received them as of the time of the meeting. Chief Smith stated he would contact Antony Tucci, Western Berks, for a status update. Western Berks representatives toured *888 Old Airport Road* and would be interested in making that location their permanent station within the Township. Chief Smith stated a meeting would be necessary to discuss the Township leasing the property and drawing up a lease. Chief Smith stated Western Berks has a tentative start date of January 4<sup>th</sup> to begin offering *primary EMS* services within the Township, temporarily operating out of Amity Fire Company. The Chief stated Western Berks has purchased additional radios to provide coverage in Amity and surrounding Townships that were part of the SBREMS footprint. Per Berks DES, Amity Township paid 17.9% of the total cost for SBREMS radios. After a short discussion, due to depreciation the Board agreed it was not worth obtaining any of the existing *SBREMS radios*.

**SUPERVISORS**

Mr. Keifrider reported the judges spent the last three days judging the houses that were entered into the *Holiday Decorating Contest*. A list of the winners will be published on Monday. Mr. Keifrider stated it was great to see the level of participation and competition in various neighborhoods. Mr. Bingaman encouraged everyone to take a drive around and view the many spectacular light displays throughout the Township.

*Declaration of Disaster Emergency* – Mr. Weller moved, seconded by Mr. Hackett to adopt *Resolution 20-35*, a Declaration of Disaster Emergency in Amity Township as a result of the predicted severe winter event. Motion passed 4-0.

**PUBLIC COMMENT**

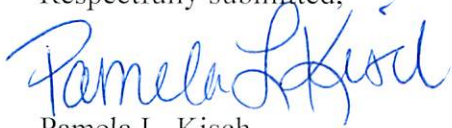
None

**EXECUTIVE SESSION AND ADJOURNMENT**

With no further business, at 7:42PM, Mr. Weller moved, seconded by Mr. Hackett to adjourn the meeting. Motion passed 4-0.

Meeting adjourned at 7:42PM.

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
12/16/2020	29319	299	21st Century Media-Philly Clu	11/30/2020	1333238-11	Auditor appointment	01-406-340.0	112.26
12/16/2020	29320	1736	American United Life Insuranc	12/01/2020	G00618078	Admin	01-401-123.0	260.30
12/16/2020	29320	1736	American United Life Insuranc	12/01/2020	G00618078	Police	01-410-192.0	987.89
12/16/2020	29320	1736	American United Life Insuranc	12/01/2020	G00618078	Code Enforcement	01-413-122.0	68.62
12/16/2020	29320	1736	American United Life Insuranc	12/01/2020	G00618078	Roads	01-438-150.0	255.29
12/16/2020	29320	1736	American United Life Insuranc	12/01/2020	G00618078	Sewer	08-429-150.0	362.34
12/16/2020	29321	1833	Autumn Valley Graphics	11/17/2020	1041	Amity History website	19-489-000.0	500.00
12/16/2020	29322	1797	BDP Industries	11/20/2020	12619	Pressure filters	08-429-370.0	253.88
12/16/2020	29323	681	Berkshire Systems Group, Inc	11/30/2020	328850	upgrade to fire panel-sewer	08-429-370.0	846.00
12/16/2020	29324	47	Birdsboro Auto Parts	10/05/2020	816189	battery deposit return	08-429-330.0	30.00
12/16/2020	29324	47	Birdsboro Auto Parts	12/04/2020	8211562	oil & fuel filters-sewer	08-429-335.0	187.02
12/16/2020	29325	67	C & J Tire Service	11/24/2020	100100931	truck #4 alignment	08-429-330.0	59.00
12/16/2020	29326	383	Clark Industrial Supply Inc.	11/23/2020	157699	t62 parts	01-437-370.0	313.03
12/16/2020	29327	73	Cody Computer Services	09/18/2020	9181	Annual Subscription to TraCS Interface	01-410-741.0	900.00
12/16/2020	29328	1123	County of Berks	11/05/2020	5408107	mobile computer	01-410-320.0	393.00
12/16/2020	29328	1123	County of Berks	12/05/2020	5408147	Mobile computers	01-410-320.0	393.00
12/16/2020	29329	1012	County of Berks	10/25/2020	5903459	MCT replacements	01-410-329.0	579.30
12/16/2020	29329	1012	County of Berks	11/25/2020	5903519	MCT replacements	01-410-329.0	579.30
12/16/2020	29330	97	Crystal Springs	12/09/2020	19897465 1	bottled water-admin. office	01-406-300.0	6.68
12/16/2020	29330	97	Crystal Springs	12/09/2020	19897469 1	bottled water-police	01-410-200.0	16.70
12/16/2020	29330	97	Crystal Springs	12/09/2020	19897473 1	bottled water-roads	01-430-300.0	3.33
12/16/2020	29330	97	Crystal Springs	12/09/2020	19897482 1	bottled water-sewer	08-429-370.0	10.67
12/16/2020	29331	1834	D & J Mechanics	11/30/2020	3670	John Deere Grader maintenance	01-437-370.0	537.35
12/16/2020	29332	1674	Eagle Disposal	12/01/2020	356692	Recycling contract	01-426-000.0	12,728.00
12/16/2020	29333	1722	FP Mailing Solutions	12/06/2020	RI10470757	postage meter rental	01-406-325.0	156.00
12/16/2020	29334	1288	Hampton Brothers Trk Repair	11/18/2020	20709	Truck #62 repair	01-437-370.0	596.70

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Date	Invoice Number	Description	Invoice GL Account	Check Amount
12/16/2020	29334	1288	Hampton Brothers Trk Repair	11/25/2020	20716	Truck #65 repair	01-437-370.0	614.76
12/16/2020	29335	154	Harner's Auto Body Inc.	11/23/2020	11910	26-2 oil change	01-410-250.0	67.55
12/16/2020	29335	154	Harner's Auto Body Inc.	11/27/2020	11923	26-2 head light connector and bulb	01-410-250.0	52.86
12/16/2020	29335	154	Harner's Auto Body Inc.	11/28/2020	11928	Unmarked- inspection/oil change	01-410-250.0	34.05
12/16/2020	29336	165	Home Depot	12/01/2020	413200001	supplies-wwtp	08-429-370.0	37.84
12/16/2020	29337	216	J.P. Mascaro & Sons	11/30/2020	403791	sludge removal	08-429-380.0	3,857.18
12/16/2020	29338	197	Kozloff Stoudt	12/04/2020	180028	Monocacy Hill Investment	01-252200.84	134.50
12/16/2020	29338	197	Kozloff Stoudt	12/04/2020	180027	General matters	01-404-314.0	1,515.00
12/16/2020	29338	197	Kozloff Stoudt	12/04/2020	180027	Ordinances	01-404-314.0	669.50
12/16/2020	29338	197	Kozloff Stoudt	12/04/2020	180027	Kandler lawsuit	01-404-314.0	331.50
12/16/2020	29338	197	Kozloff Stoudt	12/04/2020	180028	Planning Commission	01-414-300.0	429.00
12/16/2020	29338	197	Kozloff Stoudt	12/04/2020	180028	78 Tollgate Rd.	01-414-318.0	78.00
12/16/2020	29338	197	Kozloff Stoudt	12/04/2020	180028	Jiffy Lube land development	01-414-318.0	30.00
12/16/2020	29338	197	Kozloff Stoudt	12/04/2020	180028	Moorhouse subdivision	01-414-318.0	260.00
12/16/2020	29338	197	Kozloff Stoudt	12/04/2020	180028	collester/7 Riga Lane	01-414-318.0	156.00
12/16/2020	29338	197	Kozloff Stoudt	12/04/2020	180028	Monocacy Hill Investment	01-414-318.0	119.00
12/16/2020	29338	197	Kozloff Stoudt	12/04/2020	180027	Leaf Creek Condemnation	09-429-315.0	156.00
12/16/2020	29338	197	Kozloff Stoudt	12/04/2020	180027	Act 209 North	14-438-000.0	434.00
12/16/2020	29338	197	Kozloff Stoudt	12/04/2020	180027	Act 209 South	15-438-000.0	434.00
12/16/2020	29339	1589	Laser Print Plus	12/02/2020	1ST QTR 20	postage	08-429-325.0	1,150.00
12/16/2020	29340	397	M.J. Reider Associates Inc.	12/03/2020	20L0080	influent/effluent	08-429-375.0	1,089.00
12/16/2020	29341	319	Mark Scherer	12/04/2020	2020 DRY C	dry cleaning reimbursement	01-410-191.0	125.26
12/16/2020	29342	225	Met-Ed	11/23/2020	NOVEMBER	electric township bldg	01-409-361.0	566.74
12/16/2020	29342	225	Met-Ed	11/23/2020	NOVEMBER	traffic signals	01-433-370.0	519.61
12/16/2020	29342	225	Met-Ed	11/23/2020	NOVEMBER	Street lighting	01-434-000.0	2,965.43
12/16/2020	29342	225	Met-Ed	11/23/2020	NOVEMBER	Recreation	01-451-360.0	413.28
12/16/2020	29342	225	Met-Ed	11/23/2020	NOVEMBER	Sewer - River Bridge Rd	08-429-361.0	7,762.76
12/16/2020	29342	225	Met-Ed	11/23/2020	NOVEMBER	Pump Station	08-429-362.0	2,060.64
12/16/2020	29343	242	National Uniform Rental	12/03/2020	966875	unifoms-roads	01-430-191.0	27.64

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12/16/2020	29343	242	National Uniform Rental	12/10/2020	967227	uniforms-roads	01-430-191.0	27.64
12/16/2020	29343	242	National Uniform Rental	11/26/2020	966541	uniforms-sewer	08-429-191.0	34.75
12/16/2020	29343	242	National Uniform Rental	12/03/2020	966876	uniforms-sewer	08-429-191.0	38.55
12/16/2020	29343	242	National Uniform Rental	12/10/2020	967228	uniforms-sewer	08-429-191.0	41.15
12/16/2020	29344	270	PA American Water Co.	12/03/2020	210030625	fire hydrants	04-411-363.0	6,075.31
12/16/2020	29345	1762	PA Department of Agriculture	12/09/2020	2021 KENN	Dog Kennel License	01-410-540.0	25.00
12/16/2020	29346	261	PA One Call System	11/30/2020	885048	monthly activity fee	08-429-320.0	106.15
12/16/2020	29347	1391	PAPCO, Inc.	11/16/2020	3132476	diesel fuel	01-430-231.0	491.64
12/16/2020	29347	1391	PAPCO, Inc.	11/12/2020	3130892	heating oil-Digester Building	08-429-361.0	994.05
12/16/2020	29348	694	Plasterer Equipment Co. Inc	10/30/2020	W16005	backhoe-500 hr service	01-437-370.0	1,754.21
12/16/2020	29349	1545	Quality Disposal Service	12/09/2020	154517	yard waster container hauling only	01-426-000.0	240.00
12/16/2020	29350	296	Radio Maintenance, Inc.	12/08/2020	25965	battery (6)	01-410-200.0	775.20
12/16/2020	29351	1595	Ridge Support Technologies	12/08/2020	QUOTE AA	Admin-48 port POE switch	01-406-741.0	1,080.00
12/16/2020	29352	1085	Siana Law	12/04/2020	85084	ZHB matters	01-414-316.0	325.15
12/16/2020	29353	1410	Sottosatti Lawn Care	12/10/2020	OCT_NOV 2	grass mowing-888 Old Airport	01-409-371.0	234.00
12/16/2020	29353	1410	Sottosatti Lawn Care	12/10/2020	OCT_NOV 2	grass mowing-Municipal Bldg.	01-409-371.0	180.00
12/16/2020	29353	1410	Sottosatti Lawn Care	12/10/2020	OCT_NOV 2	grass mowing-Recreation	01-451-450.0	3,509.00
12/16/2020	29353	1410	Sottosatti Lawn Care	12/10/2020	OCT_NOV 2	grass mowing-Sewer	08-429-370.0	1,428.00
12/16/2020	29354	1395	State Workers Ins. Fund	12/01/2020	05916342-1	#05916342 W/C vol. fire co.	04-411-500.0	1,347.00
12/16/2020	29355	1835	StopStick, Ltd	12/08/2020	0019142	9' Stop Stack Rack Kit	01-410-200.0	967.00
12/16/2020	29356	1228	Triad Truck Equipment, Inc.	11/24/2020	0091616	Truck #67 repairs	01-437-370.0	787.00
12/16/2020	29357	359	USA Blue Book	11/18/2020	423003	supplies	08-429-372.0	605.07
12/16/2020	29358	894	Weaver's Hardware Co., Inc.	12/10/2020	42598	admin wireless door bell	01-409-373.0	29.98
12/16/2020	29358	894	Weaver's Hardware Co., Inc.	12/03/2020	42543	batteries	01-430-300.0	15.97
12/16/2020	29358	894	Weaver's Hardware Co., Inc.	12/04/2020	42547	supplies-roads	01-430-300.0	12.97
12/16/2020	29358	894	Weaver's Hardware Co., Inc.	11/30/2020	246646	supplies-parks	01-454-220.0	59.96
12/16/2020	29358	894	Weaver's Hardware Co., Inc.	12/07/2020	425667	supplies-sewer	08-429-370.0	100.87
12/16/2020	29358	894	Weaver's Hardware Co., Inc.	12/09/2020	42590	supplies-sewer	08-429-370.0	48.94
12/16/2020	29359	377	Wrigley's Office Supply Co	12/03/2020	775822-0	housekeeping supplies-WWTP	08-429-236.0	70.44

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Date	Invoice Number	Description	Invoice GL Account	Check Amount
12/15/2020	90098	1670	Commerce Bank-Commercial	11/17/2020	ALBRIGHT 1	Supervisor training	01-400-300.0	30.00
12/15/2020	90098	1670	Commerce Bank-Commercial	11/19/2020	ALBRIGHT 1	Supervisor training	01-400-300.0	30.00
12/15/2020	90098	1670	Commerce Bank-Commercial	11/08/2020	LUCKY SQUI	Shirts w/Amity logo	01-401-122.0	305.00
12/15/2020	90098	1670	Commerce Bank-Commercial	11/30/2020	ZOOM DEC	Zoom monthly subscription fee	01-406-320.0	14.99
12/15/2020	90098	1670	Commerce Bank-Commercial	10/26/2020	SPRINT 987	Cell Phone-Admin	01-406-321.0	150.12
12/15/2020	90098	1670	Commerce Bank-Commercial	10/26/2020	SPRINT 987	Cell Phone-spare	01-406-321.0	63.18
12/15/2020	90098	1670	Commerce Bank-Commercial	10/31/2020	UPS 191A7	Postage-US Bank	01-406-325.0	24.66
12/15/2020	90098	1670	Commerce Bank-Commercial	09/14/2020	CINTAS 910	Gloves	01-409-226.0	54.00
12/15/2020	90098	1670	Commerce Bank-Commercial	11/18/2020	REDNER'S	Police-meals	01-410-124.0	35.71
12/15/2020	90098	1670	Commerce Bank-Commercial	10/26/2020	SPRINT 987	Cell Phones-Police	01-410-321.0	720.88
12/15/2020	90098	1670	Commerce Bank-Commercial	11/09/2020	HOMEFRO	Police training	01-410-460.0	39.95-
12/15/2020	90098	1670	Commerce Bank-Commercial	10/26/2020	SPRINT 987	Cell Phones-codes	01-413-124.0	77.01
12/15/2020	90098	1670	Commerce Bank-Commercial	11/18/2020	SOFTCHOIC	Autocad 3 yr renewal	01-413-741.0	1,224.89
12/15/2020	90098	1670	Commerce Bank-Commercial	10/26/2020	SPRINT 987	Cell phones-Roads	01-430-321.0	394.80
12/15/2020	90098	1670	Commerce Bank-Commercial	10/26/2020	SPRINT 987	Cell Phones-Sewer	08-429-321.0	319.16
12/15/2020	90098	1670	Commerce Bank-Commercial	11/12/2020	WPWPCOA	Annual subscription-EPWPCOA	08-429-370.0	280.00
12/15/2020	90098	1670	Commerce Bank-Commercial	11/09/2020	DUTCH VAL	Pump Station door repairs	08-429-372.0	4,136.02
12/15/2020	90098	1670	Commerce Bank-Commercial	11/24/2020	SKILLWORK	Training-Wheeler	08-429-420.0	207.00
12/15/2020	90098	1670	Commerce Bank-Commercial	11/09/2020	IRONTON O	VOIP phone system-downpayment	30-409-373.0	3,956.94
12/15/2020	90098	1670	Commerce Bank-Commercial	11/25/2020	DELL 20081	26-8 MCT docking station	30-410-761.0	613.17
12/16/2020	90099	1704	Wex Bank	11/30/2020	NOVEMBER	Police	01-410-231.0	1,763.36
12/16/2020	90099	1704	Wex Bank	11/30/2020	NOVEMBER	Codes	01-413-125.0	73.89
12/16/2020	90099	1704	Wex Bank	11/30/2020	NOVEMBER	Roads	01-430-231.0	325.89
12/16/2020	90099	1704	Wex Bank	11/30/2020	NOVEMBER	Sewer	08-429-335.0	479.44
Grand Totals:								83,811.92



Dated: December 16, 2020

Supervisors: Kim McGint  
Paul Welby  
[Signature]  
[Signature]

Fund	Amount
General Fund	\$ 43,759.58
Fire Fund	\$ 7,422.31
Sewer Fund	\$ 26,535.92
EDU/Capital Fund	\$ 156.00
Recreation Fund	\$ -
Act 209	\$ 868.00
Amity History	\$ 500.00
Capital Fund	\$ 4,570.11
Liquid Fuels	
<b>Total</b>	<b>\$ 83,811.92</b>

Report Criteria:  
Report type: GL detail