

Amity Township Board of Supervisors
Meeting Minutes

January 3, 2023

Call to Order/Pledge to the Flag

The January 3, 2023 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 Kim McGrath, followed by the pledge to the flag. The following were in attendance:

SUPERVISORS

Kim McGrath

Dave Hackett

Paul Weller

Terry Jones

Kevin Keifrider

STAFF

Troy Bingaman, Manager

Brian Boland, Kozloff/Stoudt Attorneys

Jeffrey Smith, Chief of Police

Pamela Kisch, Township Secretary

This meeting, having been advertised as the reorganization meeting and regular meeting of the Board of Supervisors for Amity Township, began as required by the Second Class Township Code with reorganization:

REORGANIZATION:

Nomination/Appointment of Temporary Chairperson

Mr. Boland called for a motion to open the floor to nominate a Temporary Chairperson. Motion by Mr. Keifrider, seconded by Mr. Weller to open the floor. Motion passed unanimously. Mr. Keifrider moved, seconded by Mr. Weller to nominate Mr. Boland as Temporary Chairperson. Motion passed unanimously. Motion by Mr. Keifrider, seconded by Mr. Weller to close the nominations and appoint Mr. Boland as Temporary Chairperson. Motion passed unanimously.

Nomination/Appointment of Temporary Secretary

Motion by Mr. Jones, seconded by Mr. Hackett to open the floor to nominate a Temporary Secretary. Motion by Mr. Jones, seconded by Mr. Hackett to nominate Mrs. Kisch as Temporary Secretary. Motion by Mr. Jones, seconded by Mr. Hackett to close the floor to nominations and appoint Mrs. Kisch as Temporary Secretary. Motion passed unanimously.

Nomination/Appointment of Chairperson

Motion by Mr. Jones, seconded by Mr. Weller to open the floor to nominate a Chairperson for 2023. Motion passed unanimously. Motion by Mr. Jones, seconded by Mr. Keifrider to nominate and appoint Kim McGrath as Chairperson for 2023. Motion passed unanimously. Motion by Mr. Jones, seconded by Mr. Keifrider to close nominations. Motion passed unanimously.

Mr. Boland turned the meeting over to the 2023 Chairperson, Kim McGrath.

Nomination/Appointment of Vice Chairperson

Motion by Mrs. McGrath, seconded by Mr. Weller to open the floor to nominate a Vice Chairperson for 2023. Motion passed unanimously. Motion by Mr. Jones, seconded by Mr. Keifrider to nominate and appoint Dave Hackett as Vice Chairperson for 2023. Motion passed unanimously. Motion by Mr. Jones, seconded by Mr. Keifrider to close nominations. Motion passed unanimously.

Slate of Appointments for 2023

Upon a motion by Mr. Jones, seconded by Mr. Hackett, the following slate of appointments was affirmed as presented; and, set bond limits at \$6,000,000.00 for the Treasurer and \$1,000,000.00 for the Manager:

Secretary	Pamela Kisch
Assistant Secretary / Administrative Assistant	Joanne Herb
Fiscal Administrative Assistant	Meagan Boyer
Township Manager	Troy Bingaman
Treasurer	Troy Bingaman
Waste Water Treatment Plant Superintendent	Randy Maguire
Public Works Director	Randy Maguire
Chief of Police	Jeffrey Smith
Planning Commission Secretary	Kathie Benson
Planning Commission	Dwight Buckwalter
Pension Actuary	Conrad Seigel Actuaries
Pension Committee	Troy Bingaman
	Kathie Benson
	Brian Devlin
	Kim McGrath
	Jeff Levan
Pension Trustee	Truist
Parks & Recreation	Paul Darrah, Deanna Karst
Solicitor	Kozloff/Stoudt Attorneys
Zoning Hearing Board Solicitor	Siana Law
Zoning Hearing Board	Nicholas Fretz
Township Engineer	LTL Consultants
Traffic Engineer	SAFE Highway Engineering, LLC
Waste Water Engineer	Entech Engineering, Inc.
Building Code Official	Steve Loomis
Director of Codes and Life Safety	Steve Loomis
Code Enforcement Officer	Steve Loomis/Jason Hunter
	LTL Consultants
Zoning Officer	Steve Loomis/LTL Consultants
Assistant Zoning Officer	Jason Hunter
Sewage Enforcement Officer	Steve Loomis/LTL Consultants
Township Depositories	Tompkins Community Bank,
	Santander Bank
	PLGIT
Emergency Management Coordinator	Terry Jones
Emergency Management Deputy	Troy Bingaman, Pamela Kisch
Fire Marshal	Edward Simser
Recycling Coordinator / HR Administrator	Kathie Benson
Vacancy Board	James Elliott

Open Records Officer
Deputy Tax Collector
Fire Company Liaison
Safety Committee

Pamela Kisch
Meagan Boyer
Terry Jones
Paul Weller

Bond Limit Recommendations
Treasurer \$6,000,000.00
Manager \$1,000,000.00

Motion passed unanimously.

ANNOUNCEMENTS

None

PUBLIC COMMENT (AGENDA ITEMS ONLY)

None

FINANCE

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

\$ 6,473.36	Fire Fund
\$ 24,437.46	General Fund
\$ 14,211.25	Liquid Fuels Fund
<u>\$ 60,871.65</u>	<u>Sewer Fund</u>
\$ 105,993.72	Total

Mrs. McGrath questioned the voided check for Vincenzo’s. The Manager explained due to an issue with the staff luncheon, Vincenzo’s provided the food at no charge. Motion passed 5-0.

REPORTS

None

OLD BUSINESS

None

SOLICITOR

Mr. Boland had nothing to report.

NEW BUSINESS

Appointment of Pension CAO – Mr. Jones moved, seconded by Mr. Weller to adopt ***Resolution 23-01***, appointing Troy S. Bingaman as the Chief Administrative Officer for the 2023 Non-Uniform and Police Pension Plans. Motion passed 5-0.

PSATS Conference Attendance and Voting Delegate – Mr. Jones moved, seconded by Mr. Hackett to authorize the Manager’s attendance at the PSATS Conference and designation as the Township’s Voting Delegate. Motion passed 5-0.

Appointment of CPA for 2022 Audit – Mr. Jones moved, seconded by Mr. Hackett to adopt ***Resolution 23-02***, appointing ***Herbein & Company, Inc.*** as the Township’s Certified Public Accountants for the audit of 2022. Motion passed 5-0.

Mowing Contract – Mr. Bingaman stated the 5-year mowing contract expired after the 2022 mowing season and requested permission to advertise. Mr. Jones moved, seconded by Mr. Weller to authorize advertisement of the mowing contract. Motion passed 5-0.

EMPLOYEE/OFFICIAL REPORTS

SUPERVISORS

Mr. Weller stated stone is still being brought in and expanding the parking spaces at the *old bus lot*. Mr. Bingaman stated he would have Mr. Loomis investigate.

CHIEF OF POLICE

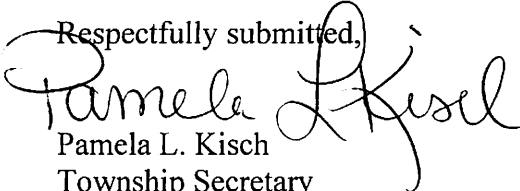
Chief Smith stated he received 17 applications for the full-time Police Officer position. Interviews will be held the third week of January.

EXECUTIVE SESSION AND ADJOURNMENT

At 7:13PM, with no further business, Mr. Jones moved, seconded by Mr. Hackett to adjourn to the meeting.

Meeting adjourned at 7:13PM.

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
FIRE FUND								
01/03/2023	32179	270	PA American Water Co.	12/22/2022	210048062	fire hydrants	04-411-363.0	6,473.36
Total FIRE FUND:								6,473.36
GENERAL FUND								
12/28/2022	32159	1800	Vincenzo's	12/09/2022	2022 LUNC	2022 holiday luncheon catering	01-401-122.0	390.00- V
12/29/2022	32162	148	Brian Haas	12/02/2022	2022 BOOT	boot reimb.	01-430-191.0	175.00
12/29/2022	32163	1917	Mike DiMaria	12/28/2022	2022 UNIF	uniform allowance	01-410-191.0	753.50
12/29/2022	32164	713	MRM Workers' Comp Pooled	12/22/2022	2122AUD96	Audit premium 2021-22 Payrolls WC-Adm	01-401-123.0	181.00
12/29/2022	32164	713	MRM Workers' Comp Pooled	12/22/2022	2122AUD96	Audit premium 2021-22 Payrolls WC-Cod	01-413-122.0	16.00
12/29/2022	32164	713	MRM Workers' Comp Pooled	12/22/2022	2122AUD96	Audit premium 2021-22 Payrolls WC-Polic	01-410-192.0	2,248.00
12/29/2022	32164	713	MRM Workers' Comp Pooled	12/22/2022	2122AUD96	Audit premium 2021-22 Payrolls WC-Road	01-438-150.0	360.00-
12/29/2022	32165	1272	Entech Engineering, Inc.	10/11/2022	0080975	Engineering - 447 Old Swede Rd	01-252201.05	150.00
12/29/2022	32165	1272	Entech Engineering, Inc.	10/11/2022	0080976	Engineering - Amity Logistics	01-252201.08	150.00
01/03/2023	32166	299	21st Century Media-Philly Clu	12/13/2022	2412259	2023 meetings advertisement	01-406-340.0	126.11
01/03/2023	32168	1531	Andrews ArborCare & Outdoo	12/22/2022	1307	tree removal @ intersection of Clarion/Hil	01-456-457.0	2,200.00
01/03/2023	32169	23	APMM	11/08/2022	000000000	membership	01-406-420.0	165.00
01/03/2023	32171	90	Dallas Data Systems	10/15/2022	26091	annual support agreement-Admin	01-406-741.0	5,335.00
01/03/2023	32172	1831	Daywalt's Animal Control, LLC	12/01/2022	INV-000057	Animal Control-1st Qtr - balance due	01-410-540.0	375.00
01/03/2023	32173	1792	Donny's Electrical & HVAC Inc	12/28/2022	1962	furnace repair - police	01-409-373.0	592.31
01/03/2023	32174	225	Met-Ed	12/22/2022	DECEMBER	Traffic Signals	01-433-370.0	347.98
01/03/2023	32174	225	Met-Ed	12/22/2022	DECEMBER	Street Lighting	01-434-000.0	2,640.35
01/03/2023	32174	225	Met-Ed	12/22/2022	DECEMBER	Township Bldg	01-409-361.0	443.59
01/03/2023	32174	225	Met-Ed	12/22/2022	DECEMBER	Recreation	01-451-360.0	256.38
01/03/2023	32175	713	MRM Workers' Comp Fund	12/15/2022	2223PRJ85	WC-Admin	01-401-123.0	60.77

M = Manual Check, V = Void Check

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01/03/2023	32175	713	MRM Workers' Comp Fund	12/15/2022	2223PRJ85	WC-Codes	01-413-122.0	17.38
01/03/2023	32175	713	MRM Workers' Comp Fund	12/15/2022	2223PRJ85	WC-Police	01-410-192.0	5,131.22
01/03/2023	32175	713	MRM Workers' Comp Fund	12/15/2022	2223PRJ85	WC-Roads	01-438-150.0	1,319.79
01/03/2023	32176	1749	Municipal Capital Finance	12/28/2022	31390	Ricoh Wide Printer CWQ2201SP	01-406-384.0	81.50
01/03/2023	32178	242	National Uniform Rental	12/22/2022	1000558	uniforms-roads	01-430-191.0	36.59
01/03/2023	32178	242	National Uniform Rental	12/29/2022	1000827	uniforms-roads	01-430-191.0	36.59
01/03/2023	32179	270	PA American Water Co.	12/22/2022	210048062	water - amity community park	01-451-360.0	148.78
01/03/2023	32179	270	PA American Water Co.	12/22/2022	210048062	water - lake dr park	01-451-360.0	22.59
01/03/2023	32179	270	PA American Water Co.	12/22/2022	210048062	water - Hill Rd Park	01-451-360.0	22.68
01/03/2023	32179	270	PA American Water Co.	12/22/2022	210048062	water - lake dr/rosewood	01-451-360.0	17.95
01/03/2023	32179	270	PA American Water Co.	12/22/2022	210048062	water - Twp Bldg	01-406-300.0	139.21
01/03/2023	32179	270	PA American Water Co.	12/22/2022	210048062	water - lake dr park	01-451-360.0	45.39
01/03/2023	32182	694	Plasterer Equipment Co. Inc	12/27/2022	W23577	backhoe recall repair	01-437-370.0	435.00
01/03/2023	32184	640	UGI	09/23/2022	411004406	gas service- maintenance shed	01-430-361.0	25.99
01/03/2023	32184	640	UGI	10/24/2022	411004406	gas service- maintenance shed	01-430-361.0	122.45
01/03/2023	32184	640	UGI	11/22/2022	411004406	gas service- maintenance shed	01-430-361.0	244.75
01/03/2023	32184	640	UGI	12/22/2022	411004406	gas service- maintenance shed	01-430-361.0	577.15
01/03/2023	32184	640	UGI	12/22/2022	411007648	gas - Twp Bldg	01-409-361.0	477.34
01/03/2023	32186	894	Weaver's Hardware Co., Inc.	12/27/2022	47872	painters tape, magic erasers, rollers, and r	01-454-370.0	55.12
01/03/2023	32186	894	Weaver's Hardware Co., Inc.	12/28/2022	47875	paint cup	01-454-370.0	9.98
01/03/2023	32186	894	Weaver's Hardware Co., Inc.	12/28/2022	47879	hardware for code vehicle	01-413-125.0	1.58
01/03/2023	32186	894	Weaver's Hardware Co., Inc.	12/28/2022	47880	hardware for code vehicle	01-413-125.0	2.44
Total GENERAL FUND:								24,437.46
LIQUID FUELS								
12/29/2022	2045	1916	Eastern Salt Company Inc.	12/20/2022	INV124496	rock salt	35-432-000.0	7,175.00
01/03/2023	2046	13	American Rock Salt Company,	12/28/2022	0726707	salt	35-432-000.0	6,736.19
01/03/2023	2047	1197	Douglassville Quarry	12/15/2022	B-404M-00	antiskid	35-432-000.0	300.06

M = Manual Check, V = Void Check



Check Issue Date	Check Number	Vendor Number	Payee	Invoice Date	Invoice Number	Description	Invoice GL Account	Check Amount
Total LIQUID FUELS:								14,211.25
SEWER FUND								
12/29/2022	32164	713	MRM Workers' Comp Pooled	12/22/2022	2122AUD96	Audit premium 2021-22 Payrolls WC-Sew	08-429-150.0	630.00-
12/29/2022	32165	1272	Entech Engineering, Inc.	10/11/2022	0080974	Engineering - sewer	08-429-313.0	2,440.00
01/03/2023	32167	476	A Honeydipper Septic Service	12/01/2022	10537	grease clog on Old Swede Rd	08-429-371.0	2,800.00
01/03/2023	32170	59	Boyertown Supply	12/28/2022	930730-000	Plant supplies	08-429-370.0	273.78
01/03/2023	32171	90	Dallas Data Systems	10/15/2022	26091	annual support agreement-Sewer	08-429-741.0	5,335.00
01/03/2023	32171	90	Dallas Data Systems	10/11/2022	26146	two additional user licenses	08-429-317.0	3,600.00
01/03/2023	32174	225	Met-Ed	12/22/2022	DECEMBER	Pump Stations	08-429-362.0	1,801.88
01/03/2023	32174	225	Met-Ed	12/22/2022	DECEMBER	Sewer Plant	08-429-361.0	6,970.90
01/03/2023	32175	713	MRM Workers' Comp Fund	12/15/2022	2223PRJ85	WC-Sewer	08-429-150.0	5,098.64
01/03/2023	32176	1749	Municipal Capital Finance	12/28/2022	31390	Ricoh Wide Printer CW2201SP	08-429-200.0	81.50
01/03/2023	32177	843	Municipal Maintenance Com	10/27/2022	17641	pump station 5 repair	08-429-372.0	650.00
01/03/2023	32178	242	National Uniform Rental	12/22/2022	1000559	uniforms-sewer	08-429-191.0	46.86
01/03/2023	32178	242	National Uniform Rental	12/29/2022	1000828	uniforms-sewer	08-429-191.0	45.27
01/03/2023	32179	270	PA American Water Co.	12/22/2022	210048062	water - Rosecliff PS	08-429-372.0	17.94
01/03/2023	32179	270	PA American Water Co.	12/22/2022	210048062	water-buckhead PS	08-429-372.0	17.94
01/03/2023	32179	270	PA American Water Co.	12/22/2022	210048062	water-Pleasant View PS	08-429-372.0	45.19
01/03/2023	32180	1574	Commonwealth of Pennsylvla	12/29/2022	1278833	Annual Chapter 92 Fee	08-429-370.0	3,750.00
01/03/2023	32181	1391	PAPCO, Inc.	12/20/2022	3376790	heating oil-Digester Building	08-429-335.0	1,705.10
01/03/2023	32183	1720	Reading Bearing & Drive Solu	12/29/2022	6410864	Pump station 8 service call	08-429-372.0	1,795.00
01/03/2023	32185	359	USA Blue Book	12/13/2022	204392	probe assembly	08-429-450.0	840.30
01/03/2023	32186	894	Weaver's Hardware Co., Inc.	12/21/2022	47845	heaters	08-429-370.0	71.98
01/03/2023	32186	894	Weaver's Hardware Co., Inc.	12/27/2022	47871	effluent sample pump parts	08-429-370.0	7.98
01/03/2023	32187	1195	Windstream Corporation	12/19/2022	021914413-	Sewer	08-429-320.0	310.84
01/03/2023	32188	176	Xylem Water Solutions, Inc.	12/20/2022	3556C5496	mixer for sludge press	08-429-370.0	23,795.55

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Date	Invoice Number	Description	Invoice GL Account	Check Amount
Total SEWER FUND:								60,871.65
Grand Totals:								105,993.72

Dated: January 3, 2023

Supervisors: Kim McGrath

[Signature]

Paul R. Keller

Report Criteria:

Report type: GL detail