

Richmond Township Board of Supervisors  
Monthly Meeting  
Monday, December 11, 2023  
7:00 P.M. prevailing time

Chairman Brian Wanner called the Richmond Township Board of Supervisors' monthly meeting to order at 7:03 P.M. in the Richmond Township Municipal Building. The pledge of allegiance followed.

**ROLL CALL**

In attendance at this meeting were Supervisors Brian Wanner, Sam Kemmerer and Scott Brinker; Jennifer Galomb, Township Manager/Secretary-Treasurer; Chris Hartman, Esq., Solicitor and Scott Anderson, Township Engineer.

**PUBLIC PARTICIPATION- AGENDA COMMENTS SESSION**

Jeff Hummel wanted to discuss the impending burn ban that the Township would be enacting this evening. As it is listed on the agenda, he stated that he would wait until that time to discuss.

**APPROVAL OF MINUTES**

A motion was made by Sam Kemmerer to approve the minutes from the November 13, 2023 Monthly Meeting, Scott Brinker seconded the motion. Motion carried unanimously.

**NEW BUSINESS**

**Code Enforcement Report- Kraft Municipal Group**

Jeff Fiant reviewed the report with the Board.

Jeff discussed that they received a complaint concerning 604 Crisscross Road and them bringing stone on to the property. He is waiting on a stormwater plan from the property owner but has not heard anything back from them. He mentioned that he would stop at the property in the next day or two to see what they may have added.

330 Mine Road- Jeff mentioned that the homeowner has a prefab building ordered and thought it was to be delivered by the end of December. They have not submitted a permit application for this to be put on the property, as of yet.

Jeff discussed that a resident from Lake Road has submitted a permit to the PA Game Commission for approval of a “wolf/dog” hybrid animal. The PA Game Commission is requesting a letter from the Township Zoning Officer, stating that we approve the animal.

Attorney Hartman discussed that there is not specific wording in the Township’s ordinance to restrict this, so a letter stating that this doesn’t violate the ordinance that is currently in effect. He does not endorse this and does not think that this is good for the community. He recommends investigating new regulations to change the ordinance so that this doesn’t happen again. His concern is not only protecting the Township but protecting the residents as well.

A few residents had discussed their experiences with hybrid animals and had given email addresses and phone numbers to the Board for further research. After a discussion, it was recommended that Attorney Hartman and Jeff Fiant do a little more research on the matter.

**SEO Report- LTL Consultants Ltd.**

The Board reviewed the report. A motion was made by Brian Wanner to approve the report, Sam Kemmerer seconded the motion. Motion carried unanimously.

**Police Report- Fleetwood Police.**

Chief Ulshafer was in attendance and reviewed the report.

**Motion to approve 2024 Fleetwood Police Agreement**

Attorney Hartman reviewed the contract and advised the Board to approve as long as they agreed with the contract price for the year, which is \$727,897.00

A motion was made by Brian Wanner to approve the 2024 Fleetwood Police Agreement, Sam Kemmerer seconded the motion. Motion carried unanimously.

**Virginville Fire Company Report.**

The Board reviewed the report and had no questions.

Brian Wanner discussed that he had spoken to the president of the Fire Company and discussed the change of personnel. He mentioned that they have meetings the second Tuesday of every month at 6:30 PM and the public is welcome to attend to learn more about the fire company or to voice their concerns.

**Walnuttown Fire Company Report.**

The Board reviewed the report and had no questions.

**Motion to approve meeting dates for 2024.**

The Board of Supervisors meeting dates for 2024 are the second Monday of every month at 7:00 PM at the Township Building, with the exception of the Reorganizational meeting, which is on a Tuesday.

Tuesday, January 2<sup>nd</sup>- Reorganizational Meeting

January 8, 2024	February 12, 2024	March 11, 2024
April 8, 2024	May 13, 2024	June 10, 2024
July 8, 2024	August 12, 2024	September 9, 2024
October 14, 2024	November 11, 2024	December 9, 2024

A motion was made by Sam Kemmerer to approve the meeting dates for 2024, Scott Brinker seconded the motion. Motion carried unanimously.

**Motion to approve Resolution 2023-16 – Increasing the quarterly EDU charge from \$220.00 - \$222.00 for 2024**

A motion was made by Sam Kemmerer to approve the increase to the EDU charge, Scott Brinker seconded the motion. Motion carried unanimously.

**Discussion on PAMS updated delinquent cost schedule**

Jen provided the Board with the updated cost for PAMS services on delinquent accounts, which was minimal.

A motion was made by Brian Wanner to accept the updated cost schedule, Scott Brinker seconded the motion. Motion carried unanimously.

Attorney Hartman discussed with the Board that the Township has an ordinance with a fee schedule already. If the Board approves this new cost schedule, an ordinance should be amended listing the new fees along with language stating that the fees can be changed by resolution, instead of amending the ordinance.

A motion was made by Brian Wanner to have Attorney Hartman prepare an amended ordinance for the new cost fee schedule, Sam Kemmerer seconded the motion. Motion carried unanimously.



**Approval of the Tax Collector sitting dates for April and August 2024**

The Tax Collector will be at the Township Building for 6 days in April and 6 days in August, from 5:45PM-7:00PM

Wednesday, April 17<sup>th</sup>  
Thursday, April 25<sup>th</sup>

Thursday, April 18<sup>th</sup>  
Monday, April 29<sup>th</sup>

Tuesday, April 23<sup>rd</sup>  
Tuesday, April 30<sup>th</sup>

**School Collections**

Tuesday, August 20<sup>th</sup>  
Tuesday, August 27<sup>th</sup>

Wednesday, August 21<sup>st</sup>  
Wednesday, August 28<sup>th</sup>

Thursday, August 22<sup>nd</sup>  
Thursday, August 29<sup>th</sup>

A motion was made by Brian Wanner to approve the sitting dates, Scott Brinker seconded the motion. Motion carried unanimously.

**Motion to approve Letter of Intent for DCED.**

Brian Wanner explained that the Letter of Intent for DCED is to evaluate fire services within Richmond Township and Fleetwood, by making local governments more efficient and effective in the use of our resources to serve the needs of the residents and taxpayers.

A motion was made by Brian Wanner to approve the Letter of Intent, Sam Kemmerer seconded the motion. Motion carried unanimously.

**Discuss – Joint Comprehensive Plan with Fleetwood and Maiden creek.**

Attorney Hartman discussed that the Joint Comprehensive Plan is up for renewal/update every 10 years, which is this coming year. It helps protect our agricultural zoning by joining forces with Fleetwood and Maiden creek, who have areas for residential zoning, as long as everyone can agree on what the future land use map would look like. Fleetwood Borough and Maiden creek Township have already gotten approval for this to move forward. The cost of the plan is \$12,918.14 per municipality, which is paid over 2 years and billed quarterly. Jen mentioned that if the Board chose to, the money can be taken out of the American Rescue Plan Funds.

A motion was made by Brian Wanner to move forward with the Joint Comprehensive Plan, with the money being taken from the ARPA Fund, Sam Kemmerer seconded the motion. Motion carried unanimously.

**Motion to approve Kutztown's Fools' Run on April 6, 2024**

The Optimist Club has requested the use of a portion of Crystal Cave Road for the Kutztown Fools' Run on April 6, 2024. This is the same route they have run the past several years.

A motion was made by Brian Wanner to approve the Kutztown's Fools' Run, Sam Kemmerer seconded the motion. Motion carried unanimously.

**OLD BUSINESS**

**Berks County Crime Alert**

John Adams had previously reached out to the Township, asking for a donation for the Berks Crime Alert. The Board asked Jen to find out where else they receive funding from.

Jen reached out to Rich Shuker and discovered that they receive funds from the soliciting that John Adams does to Townships and Boroughs, as well as they hold 2 fundraising events each year. They also receive donations from the community. Fleetwood Borough had just started donating \$500.00 since last year.

A motion was made by Sam Kemmerer to donate \$500.00 to Berks Crime Alert, Scott Brinker seconded the motion. Motion carried unanimously.

**ENGINEER'S REPORT- Scott Anderson**

**2023 Fall Roadwork**

Scott Anderson discussed that H & K finished up Moll Road and another area that Robby Rarick had discussed with them as well. The original quote was for Moll Road at \$74,400.75 The additional work added \$18,232.78 as a change order, creating a total due of \$92,633.53.

A motion was made by Brian Wanner to approve the payment for the 2023 Fall Roadwork, Scott Brinker seconded the motion. Motion carried unanimously.

**Solar Farm- Update**

Scott mentioned that the site is on hold until the Spring as it is too cold for any soil amendments to be done. Jeff Fiant added that they have closed out the building permits but still have the zoning permits open until the project is completed.

Ron Kurtz discussed that he is still waiting to hear from Heelstone and Depcom about his property as it is still “under construction” and has not been fixed yet. He has seeded his property and tried to stabilize it the best he could but is waiting for answers from the developers. Scott Anderson will set up a meeting with the site manager, Ron and a member of the Board and get it sorted out.

Due to the delay in soil amendments and site stabilization, the local property owners voiced their concerns and frustrations in a rather heated discussion asking how long they will have to deal with the impacted soils, stormwater run-off and flooding waters impacting their properties. Scott explained that as per the plan, they are not in violation of anything and they will be resuming work in the Spring when the ground thaws. The Board stated that they are disappointed at the lack of help from DEP and The Conservation District.

#### **Grande- Update**

Scott discussed that there are just a few items that have to be done yet before dedication, one being (2) lighting fixtures that have to be placed on existing poles yet, work on the opposite side of Rhino Drive, which is part of the NPDES permit, along with figuring out what will happen with the “open space”. Once that is complete, the dedication process can start. There have been requests from the residents in that development to have the lights turned on as it is very dark in that area. Attorney Hartman recommended that Scott reach out and have them turn the lights on. Scott said he would reach out and see what can be done.

#### **Sheetz – Rebuild**

The Township received an extension letter for the Sheetz Rebuild project. Scott discussed that they are dealing with traffic issues and have asked for an extension on review time until February 28, 2024.

A motion was made by Brian Wanner to accept the extension, Sam Kemmerer seconded the motion. Motion carried unanimously.

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### **SOLICITORS REPORT**

#### **Delinquent Sewer Report**



Attorney Hartman reviewed the report with the Board, and asked if the Board would like to execute to the next step on two of the address that still have not paid and liens have been filed. The next step he explained would be to get the Sheriff involved and see if there is any value in any personal property. The Board asked Attorney Hartman to execute on both properties.

11 Huyett has had a lien filed and still no payments, he asked if the Board wishes to file a civil complaint with the District Justice. The Board agreed with that action as well.

### **Motion to approve burning ordinance #2023-02**

Attorney Hartman discussed that this amendment to the burning ordinance prohibits certain types of burning in the R1 (low density residential district) and R2 (medium density residential district). The activities that are prohibited are: burning waste, refuse, yard waste and agricultural plastic.

Jeff Hummel had asked the Board what would be considered yard waste that cannot be burned. It was discussed that wood can be burned in a social gathering in a fire pit, but you cannot burn leaves or twigs. Brian Wanner explained that there have been issues that residents are burning trash, garbage and plastic from their house that should be put out for garage collection, it is being burned in backyards with close neighbors. A few residents stated that there were very happy that the Township is doing something about the burning as it is a nuisance to many people who cannot enjoy the outdoors when these garbage items are being burned.

Brian Wanner explained that the Board did whatever they could, code and zoning wise to stop this and unfortunately it has come to this as people just won't stop burning. This does not affect the agricultural community with larger properties.

A motion was made by Brian Wanner to adopt the amended burning ordinance, Sam Kemmerer seconded the motion. Motion carried unanimously.

### **Motion to advertise Ordinance 2023-02- Reducing Pension Age**

As there were no issues or discussion from the Board, Attorney Hartman will advertise the ordinance for enactment in January. This will change the retirement age on the pension plan from 65 to 60 years of age.

### **Update on Walnuttown Sewer condemnation actions**

Attorney Hartman discussed that he finally got the court order that he was waiting for on both accounts. The money may have been already paid in to court, which he has to check with his office but he believes we should be finished or close to finished with both items.

**STECKBECK ENGINEERING- Scott Rights, P.E.**

Nothing to report

**Miscellaneous Business**

None

**ROADMASTER'S REPORT**

**Review monthly road work report**

The Board reviewed the road work report submitted by Robby.

Robby mentioned that there was an issue with the Virginville sewer system, which they found out was faulty installation. Repairs have been made and there have been no complaints since.

**SECRETARY- TREASURER'S REPORT**

**Payment of the bills**

**General Fund**

A motion was made by Sam Kemmerer to pay Check #11226 to Check #11262 including the EFTs in the amount of \$117,898.21 Scott Brinker seconded the motion. Motion carried unanimously.

**State Fund**

No checks

**Light Fund**

A motion was made by Sam Kemmerer to pay Check #2166 in the amount of \$746.57 Scott Brinker seconded the motion. Motion carried unanimously.

**Richmond Township Sewer Fund**



A motion was made by Sam Kemmerer to pay Check #3151 to Check #3160 including EFTs in the amount of \$31,965.89 Scott Brinker seconded the motion. Motion carried unanimously.

#### **Walnuttown Fire Escrow**

A motion was made by Sam Kemmerer to pay Check # 2171 in the amount of \$741.00 Scott Brinker seconded the motion. Motion carried unanimously.

#### **Virginville Fire Escrow**

A motion was made by Sam Kemmerer to pay Check #2171 in the amount of \$741.00 Scott Brinker seconded the motion. Motion carried unanimously.

#### **Discuss building cleaning**

Jen discussed that Linda Loch currently cleans the Township building and has been doing this temporarily until we are able to find a more permanent solution. Greenwich Township had recommended Brandon and Tanya Lambert as they have cleaned for them and they are very happy. They are willing to clean for the same rate as Linda, which is \$75.00 per cleaning.

A motion was made by Brian Wanner to approve the new cleaning company, Sam Kemmerer seconded the motion. Motion carried unanimously.

#### **CHAIRMAN'S REPORT**

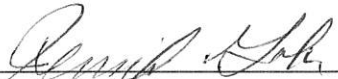
Nothing to report.


#### **PUBLIC PARTICIPATION - BUSINESS FROM THE FLOOR**

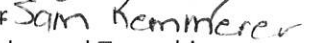
Brydee Farmer, who is a resident of Fleetwood Borough was in attendance questioning the noise that is coming from the EBY chicken farm. It started in the summer, but with the windows closed and the a/c on you can block out the noise. There has been a large silo that has been added to the property, which looks like a large motor on the top of it. The noise that is coming from this farm is extremely disruptive and can be heard at all hours of the day, even with the windows closed. Sam Kemmerer stated that he thinks it could be from the fans that are drying the grains in the silo. He will look into the situation and find out what's going on.

**ADJOURNMENT**

There being no further business, a motion was made by Brian Wanner to adjourn the meeting at 9:02 P.M. The motion was seconded by Sam Kemmerer. Motion carried unanimously.

  
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Jennifer Galomb  
Secretary-Treasurer, Richmond Township

  
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Brian Wanner  
Chairman, Richmond Township

*Vice*   
Sam Kemmerer  
Chairman, Richmond Township