

Richmond Township Board of Supervisors  
Monthly Meeting  
Monday, July 11, 2022  
7:00 P.M. prevailing time

Chairman Brian Wanner called the Richmond Township Board of Supervisors' monthly meeting to order at 7:04 P.M. in the Richmond Township Municipal Building. The pledge of allegiance followed.

**I. ROLL CALL**

In attendance at this meeting were Supervisors Brian Wanner, Sam Kemmerer and Scott Brinker; Jennifer Galomb, Township Secretary-Treasurer; Christopher Hartman, Esq., Solicitor; Scott Anderson, Township Engineer; members of the Walnuttown Fire Company and Robby Rarick, Township Roadmaster.

**II. PUBLIC PARTICIPATION – AGENDA COMMENTS SESSION**

NONE

**III. APPROVAL OF MINUTES**

A motion was made by Sam Kemmerer to approve the minutes from the June 13, 2022 Board of Supervisors monthly meeting, Brian Wanner seconded the motion. Motion carried unanimously.

**IV. NEW BUSINESS**

**1.. Code Enforcement Report- Kraft Code Services**

The Board acknowledged receipt of the Code Enforcement Report dated June 30, 2022 for activity period of 05/22/2022- 06/25/2022. Scott Anderson discussed that the Lindermuth property at 330 Mine Rd. was taken to court and fined for still having non-compliant vehicles on his property. There was a complaint that the vehicles are being moved to the back of his property and they will be checking on that situation Tuesday and report back.

Brian Wanner made mention that he spoke with Jeff Fiant regarding the solar farm. They are in violation of the ordinance as the grass has not been mowed and there are noxious weeds that are going to be contaminating other nearby farms soon. There is nothing

planted and they have not started the project yet so something needs to happen. Scott Anderson said that he would check into it.

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

## **2. SEO Report- LTL Consultants Ltd.**

The Board acknowledged the receipt of the SEO report dated July 8, 2022 for activity from June 2022.

Attorney Hartman mentioned that there was a well waiver for 34 Lincoln Road, owned by Justin & Erin Kemmerer, that needs the Boards approval. He suggested that due to the urgency of the matter he suggested that since only Brian and Sam were in attendance and Sam had to abstain from the motion, that Brian could give Scott Brinker a call and ask for his approval.

A motion was made by Brian Wanner to approve the well waiver for 34 Lincoln Rd., Scott Brinker seconded the motion. Motion carried unanimously.

A motion was made by Brian Wanner to accept the SEO Report provided by LTL Consultants, Ltd., Sam Kemmerer seconded the motion. Motion carried unanimously.

## **3. Police Report from Chief Dale Ulshafer.**

Chief Ulshafer was in attendance to review the police report. A motion was made by Sam Kemmerer to approve the police report, Brian Wanner seconded the motion. Motion carried unanimously.

Brain Wanner discussed that we had a public meeting a few months back regarding the strain on the police department in recent years. Chief Ulshafer had a presentation explaining what actually happens when calls come in and with the way that society has changed in the past few years it is getting harder for the police department to keep up.

Mr. Wanner had asked if Chief Ulshafer could set up a time to again show the public the strain on the Township. He had explained that the Township budget for the police will need to be increased, but we want to show the public why and what is going on. Chief Ulshafer said that he will email the Township with available dates and times so we can advertise the meeting.

## **4. Virginville Fire Company Report.**

The Board acknowledged the monthly report from the fire company and had no questions.

**5. Walnuttown Fire Company.**

The Board acknowledged the monthly report from the fire company and had no questions.

**6. Maidencreek Warehouse Plan.**

The Board reviewed the warehouse plan and had no comments.

**7. Review Risk Management and Insurance Proposal.**

The Board reviewed the proposal and Brian Wanner asked Jen to reach out and see what the difference would be with a higher deductible of \$1000.00 for comprehensive and collision.

A motion was made by Brian Wanner to accept the quote pending the Township Manager not getting a better quote with higher deductibles, Sam Kemmerer Seconded the motion. Motion carried unanimously.

A motion was made by Brian Wanner to add cyber coverage to the insurance at the \$992.00 premium, Sam Kemmerer seconded the motion. Motion carried unanimously.

**8. Motion to Appoint Jen as the Township Manager, Effective Retroactively to July 7, 2022**

A motion was made by Brian Wanner to appoint Jen as the Township Manager effective retroactively to July 7, 2022, Sam Kemmerer seconded the motion. Motion carried unanimously.

**V. OLD BUSINESS**

**1. Jay's Auto – Land Development Escrow.**

Attorney Hartman made the recommendation to the Board that since Mr. Ahmad was not in attendance, that we should not release the escrow. There is currently \$1,493.38 left in the escrow for land development.

**2. Progress on Huyett Ave. Maintenance Responsibilities**

Attorney Hartman asked for an executive session to discuss.

**VI. ENGINEER'S REPORT**

**1. Kukielka Annexation – Waiver Requests**

Robert Hain from Berks Surveying & Engineering was in attendance to discuss the annexation. Mr. Hain explained that the property is on Maiden Creek Rd at the top of the hill. One property is owned by Mr. Griess and the other by Mr. Kukielka. Mr. Hain had performed some surveying for Mr. Griess and found that the fence that Mr. Kukielka has in his backyard was encroaching on the property line. This annexation is a property swap of 15 feet. Mr. Griess will have 15 additional feet in the back of Mr. Kukielka's property and Mr. Kukielka is getting 15 feet on the side of the property that will extend out to the road, that way if he would care to make a separate entrance, he will have the area to do that. Mr. Kukielka's property is currently a land locked parcel. The additional area to the side of Mr. Kukielka's property, at the smallest point it is 15 feet wide so it is within the minimum requirements for a driveway.

The Planning Commission had recommended a waiver for the drawing scale, complete survey of lot 2 and lot depth to width ratio along with conditional improvements.

A motion was made by Brian Wanner to approve the flag lot, waiver for the drawing scale, complete survey of lot 2 and lot depth to width ratio and conditional improvements, Sam Kemmerer seconded the motion. Motion carried unanimously.

**IX. SOLICITOR'S REPORT**

**1. Review of Delinquent Sewer Account Collections - PAMS**

The Board reviewed the Unpaid Bills Report received from PA Municipal Services for month of June and the list prepared by Attorney Mayfield. Attorney Hartman explained that the sheriff Sale on the Lutz/Schaeffer property is a little slow going but is in the process.

There was a lump sum payment that was paid directly to PAMS on the Richards property. They did not take into account the expenses that we wanted to have covered in the amount of \$488.00, so that is still outstanding. Attorney Hartman asked the Board if they would allow him to send a letter requesting payment for the additional expenses that were part of the payment agreement. A motion was made by Brian Wanner to have the letter sent out, Sam Kemmerer seconded the motion. Motion carried unanimously.

**X. STECKBECK ENGINEERING – SCOTT RIGHTS, P.E.**

NONE

**XI. MISCELLANEOUS BUSINESS**

NONE.

**XII. ROADMASTER'S REPORT**

**1. Roadwork Report**

The board reviewed the roadwork report submitted by the Roadmaster.

**2. Review of Municibid Results of the Dodge 5500 Flatbed for Municibid**

Robby discussed that we received a bid of \$1,550.00 which is short of the \$2,500.00 reserve price. Sam Kemmerer asked Robby to reach out to the highest bidder and see if they will go to \$1,600.00.

**3. Discuss Relisting the F550 on Municibid**

Robby mentioned that we had listed the F550 twice before and the reserve was never met. He suggested to maybe list it in September and see what happens then. The Board was in agreeance with that.

**4. Discuss Pheasant Run Road Project.**

Robby had asked if there were any updates on the Pheasant Run Road project. Scott Anderson stated that he is waiting on information from the utilities company. Sam Kemmerer asked Robby to call PA One Call and have them mark it and we will have to do some exploratory digging to see if there are any utilities that may be in the way and go from there so this project can get started.

**5. Discussion of Roof Replacement for the Township Building.**

Robby asked if he could reach out and see who is a Costar's dealer and get a quote for the roof. Sam Kemmerer asked him to reach out to Bachman's roofing and see if they are a Costar's dealer and go from there.

**6. 2022 Roadwork Update**

Robby mentioned that the 2022 Roadwork will be starting the beginning of August.

**XIII. SECRETARY - TREASURER'S REPORT**

**1. Payment of the Bills**

**General Fund**

A motion was made by Sam Kemmerer to pay Check #10493 to Check #10527 including the electronic fund transfers in the amount of \$120,609.75 Brian Wanner seconded the motion. Motion carried unanimously.

**State Fund**

No checks were issued

**Light Fund**

A motion was made by Sam Kemmerer to pay Check# 2149 in the amount of \$698.45, Brian Wanner seconded the motion. Motion carried unanimously.

**Richmond Township Sewer Fund**

A motion was made by Sam Kemmerer to pay Check #2969 – Check #2979 including the electronic fund transfer in the total amount of \$30,396.44 Brian Wanner seconded the motion. Motion carried unanimously.

**Walnuttown Fire Escrow**

A motion was made by Sam Kemmerer to pay Check # 2149 & Check #2150 in the amount of \$6,399.47 Brian Wanner seconded the motion. Motion carried unanimously.

**Virginville Fire Escrow**

A motion was made by Sam Kemmerer to pay Check #2149 & Check #2150 in the amount of \$6,399.47 Brian Wanner seconded the motion. Motion carried unanimously.

**XIV. CHAIRMAN'S REPORT**

NONE

**XV. PUBLIC PARTICIPATION - BUSINESS FROM THE FLOOR**

NONE

**XVI. ADJOURNMENT**

There being no further business, a motion was made by Brian Wanner to adjourn the meeting at 8:20 P.M. The motion was seconded by Sam Kemmerer. Motion carried unanimously.

July 11, 2022

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Jennifer Galomb  
Secretary-Treasurer, Richmond Township

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Brian S. Wanner  
Chairman, Richmond Township