

Richmond Township Board of Supervisors
Monthly Meeting
Monday, February 12, 2024
7:00 P.M. prevailing time

Chairman Brian Wanner called the Richmond Township Board of Supervisors' monthly meeting to order at 7:00 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

NONE

APPROVAL OF MINUTES

A motion was made by Sam Kemmerer to approve the minutes from the January 8, 2024 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 should have the stormwater plans this month for 604 Crisscross Road.

Kirbyville Hotel: Work was started without a permit, which has been stopped and permit application was submitted.

330 Mine Road- The shed has been delivered to the property and he should be going out to inspect in the next week or two as there is another court date scheduled if he is not in compliance.

SEO Report- LTL Consultants Ltd.

The Board reviewed the report and had no questions.

Police Report- Fleetwood Police.

Chief Ulshafer was in attendance and reviewed the report.

Virginville Fire Company Report.

The Board reviewed the report and had no questions.

A motion was made by Brian Wanner to approve the truck payment request of \$20,978.37 Sam Kemmerer seconded the motion. Motion carried unanimously.

Walnuttown Fire Company Report.

The Board reviewed the report and had no questions.

A motion was made by Brian Wanner to approve the payment request for truck repairs in the amount of \$24,529.44 Sam Kemmerer seconded the motion. Motion carried unanimously.

Motion to approve Intergovernmental Agreement with Berks County UCC Board of Appeals.

Attorney Hartman recommended that the Board move this item to the March meeting for approval with an updated Resolution.

Motion to approve Certification of Unpaid Tax Bills.

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

Motion to approve Tax Collectors expenses from 2023

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

Motion to approve Resolution 2024-08 Joint Comprehensive Plan

A motion was made by Brian Wanner to approve the Joint Comprehensive Plan, Sam Kemmerer seconded the motion. Motion carried unanimously.

Discuss agreement with Life Lion EMS

Attorney Hartman discussed that the Township entered a 5- year agreement back in 2017 with Life Lion. As per the agreement at that time there was no compensation from the Township sought, although they were open to any voluntary financial support. The agreement would continue on a year-to-year basis after. The Township has budgeted for 2024, \$2.00 per resident/\$7,214.00 for EMS services with Life Lion. The new proposed agreement is asking for \$18,000.00 which is approx. \$5.00/per resident.

After a brief discussion, the Board asked Jen to reach out to Life Lion and ask them to attend one of our meetings to talk about the proposed agreement as they have some questions that need to be answered.

Motion to adopt Resolution 2024-09 Municipal Mitigation Plan

Attorney Hartman discussed that this is a county plan that is required by the state and federal government. A motion was made by Brian Wanner to adopt the resolution, Sam Kemmerer seconded the motion. Motion carried unanimously.

Motion to approve audit engagement letter- Herbein & Company

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

Motion to approve Resolution 2024-10- Disposition & Destruction of Records

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

Approval of Matthew Boyer as new FT roadcrew member.

A motion was made by Sam Kemmerer to approve the hiring of Matthew Boyer as the FT road crew member, Scott Brinker seconded the motion. Motion carried unanimously.

OLD BUSINESS

NONE

ENGINEER'S REPORT- Scott Anderson

Solar Farm

Scott Anderson discussed that the work that was discussed between the Kurtz's and Heelstone will be done but by a company that Ron Kurtz is more comfortable with. There will be a walk through by Kraft and the Conservation District once finished just to be certain it is done properly.

There are a few fences that are on the property that have been added to the punch list of items that need to be addressed as there is debris collecting on them and blocking the flow of water. No work will be done at the site until Spring.

Grande- Open Space

Scott discussed that he has reached out to 2 different companies on possible design assistance on the open space and no one has returned calls. He stated that YSM had shown interest but has not sent him anything. Robby had reached out to Watkin's Architects to set up a meeting to discuss the project and what needs to be done.

Grande will be finished with the lights by our next meeting and will be looking to close out the project.

GT Church- LDP Escrow

Scott discussed that the church had done a parking lot expansion at the back of the building. The Conservation District will be inspecting the location in the Spring to make sure the site is stabilized. Until that time, no escrow will be released.

Sheetz- LD- Penn Dot Stormwater Permit & Time Extension

Pennoni Associates has submitted another time extension request for the Sheetz project, until April 30th. A motion was made by Brian Wanner to accept the extension, Sam Kemmerer seconded the motion. Motion carried unanimously.

The stormwater basin at the front of the property has to be modified, which is in Penn DOT's right-of-way. A special permit is required for this and Pennoni has asked that the Township be listed as the applicant on form M-950AA, with the agreement that Sheetz will be responsible for installing, owning and maintaining all facilities. A motion was made by Brian Wanner to be listed as the applicant on the application, Sam Kemmerer seconded the motion. Motion carried unanimously.

East Penn Manufacturing- Building Additions

Scott mentioned that he was going to give the Board an update on 2 projects that East Penn had in mind but East Penn had just submitted 2 sketch plans for 2 different areas, which will go to the Planning Commission.

One of the submissions is an expansion to allow for more interior room. The other submission is an expansion to their sewer system on the property.

2024 Street Project

Scott will have cost together for next meeting.

AMENDED AGENDA

Attorney Hartman asked the Board to amend the agenda due to the clear and present danger to a property. There is an expiring letter of credit in the amount of \$151,765.42. This Heffner project was an approved and recorded plan that was never worked on. He recommended to the Board authorize him to make a claim against the letter of credit, unless the Heffners extend the letter of credit or sign an agreement that has been sent to them in the past to terminate the plan. A motion was made by Brian Wanner to have Attorney Hartman make a claim against the LOC, providing the Heffners do not sign the agreement, Sam Kemmerer seconded the motion. Motion carried unanimously.

SOLICITORS REPORT

Delinquent Sewer Report

Attorney Hartman reviewed the report with the Board. There are 2 properties on the list that still have not paid on their sewer bills and will be moving forward with sheriff sale, hoping to get a response of a payment plan rather than having to sell personal property.

329 South View Road- attempted to have them accept a payment plan with no response. Next step is sending to district justice. A motion was made by Brian Wanner to send to DJ, Sam Kemmerer seconded the motion. Motion carried unanimously.

Motion to approve amended Ordinance #2024-01 PAMS Fee Schedule.

Attorney Hartman discussed that the fees had previously been set in an ordinance, this is an amended ordinance that states when the fees change again it can be done by resolution instead of another ordinance. A motion was made by Brian Wanner to enact the ordinance, Sam Kemmerer seconded the motion. Motion carried unanimously.

Motion to approve Ordinance #2024-02 Reducing Pension Age

This ordinance will allow an employee to retire at 60 instead of 65 years of age. A motion was made by Brian Wanner to enact the ordinance, Sam Kemmerer seconded the motion. Motion carried unanimously.

Discuss Fleetwood Borough Authority Solar Array.

This case was heard and rejected by the Zoning Hearing Board and went to court. The court remanded the case back to the Zoning Hearing Board for further discussion, in order for the Authority to provide more justification for the variance. The issue in this matter is with the regulation in the ordinance prohibiting solar panels between the front of a property to the street. The Authority asked if the Township could give input to the Zoning Hearing Board with regards to this project as it is a benefit to both the Township and the Authority.

Benefits to the Township:

1. Reduce electric expenses, minimizing rate increases in future.
2. Supported by the Township supervisors
3. 99% of power used by the Authority is offset by solar system.

Benefits to Fleetwood Borough:

1. Provides green, sustainable energy with a smaller carbon footprint
2. Significantly lowers cost of electric
3. No up-front investment

Brian Wanner discussed that the Board is in favor of this project and he believes that a lot of the residents have a bad opinion of the project due to the solar panels on Fleetwood-Lyons Road. He stated that the panels would be placed in the front of the property, but there would be screening there to cover and should not be an eyesore as some would be expecting.

Attorney Hartman suggested that the Board send a letter of recommendation or having a Board member be present at the meeting on February 22nd to testify. Brian asked Chris to generate a letter as well as he will be present at the meeting if necessary.

STECKBECK ENGINEERING- Scott Rights, P.E.

Scott Rights sent an email to the Township regarding the higher amounts of flow through the public sewer system during the very heavy rain storms that we have had. He believes this is from the residents

discharging stormwater from sump pumps into the sewer system, which is illegal. After a brief discussion, the Board asked Jen to reach out to Scott and see if a letter could be sent to the residents regarding this.

Miscellaneous Business

None

ROADMASTER'S REPORT

Review monthly road work report

The Board reviewed the road work report.

Discuss open space at Willow Crest

Robby discussed the design he had for the open space, which includes a proposed baseball field, 2 different playgrounds for different age groups, 2 pavilions and a parking lot with walking paths. In the discussions that he has had with Grande, they were willing to install the parking lot and do the leveling work for the baseball field and the playground. Robby wants to meet with Watkin's Architect's to help design the plan so that he can show Grande so that they can see what needs to be done before dedication can happen.

Fence at sewer plant

The fence at the sewer plant is now repaired.

Approve purchase of a new used mower

A motion was made by Brian Wanner to approve the purchase of the used Kubota zero turn 72" tractor in the amount of \$12,500.00 to be used at the open space, Sam Kemmerer seconded the motion. Motion carried unanimously.

Discuss tar and chip machine

Attorney Hartman discussed that his office is still waiting to hear back from Maxatawny's solicitor as there were a few comments to the agreement he would like to have changed or updated. A motion was made by Brian Wanner to approve the agreement, contingent on Chris's approval of the verbiage, Sam Kemmerer seconded the motion. Motion carried unanimously.

SECRETARY- TREASURER'S REPORT

Payment of the bills

General Fund

A motion was made by Sam Kemmerer to pay Check #11302 to Check #11354 including the EFTs in the amount of \$163,664.82 Scott Brinker seconded the motion. Motion carried unanimously.

State Fund

A motion was made by Sam Kemmerer to pay Check #2125 in the amount of \$8,987.16 Scott Brinker seconded the motion. Motion carried unanimously.

Light Fund

No checks

Richmond Township Sewer Fund

A motion was made by Sam Kemmerer to pay Check #3171 to Check #3180 including EFTs in the amount of \$60,569.59 Scott Brinker seconded the motion. Motion carried unanimously.

Walnuttown Fire Escrow

A motion was made by Sam Kemmerer to pay Check # 2173 & Check #2174 in the amount of \$25,270.44 Scott Brinker seconded the motion. Motion carried unanimously.

Virginville Fire Escrow

A motion was made by Sam Kemmerer to pay Check #2173 & Check #2174 in the amount of \$21,719.37 Scott Brinker seconded the motion. Motion carried unanimously.

Discuss fund transfer for Light Fund.

Jen discussed that Light Fund balance is low and we probably won't see light tax collections until May. We would need to transfer funds from the General Fund until we receive the collections. A motion was made by Brian Wanner to transfer funds, Sam Kemmerer seconded the motion. Motion carried unanimously.

Motion to approve ARPA Funds for South View Project

The additional work needed for the South View project was a total of \$2,815.75. Jen asked the Board to approve the money be taken from the ARPA Fund for this. A motion was made by Brian Wanner to transfer the funds, Sam Kemmerer seconded the motion. Motion carried unanimously.

CHAIRMAN'S REPORT

Nothing to report.


PUBLIC PARTICIPATION - BUSINESS FROM THE FLOOR

There was a question regarding the \$18,000 contribution that Life Lion was asking for as to what the public will get out of it. What services will be available for this amount. It was discussed that all services will be available. They are simply looking for a donation/contribution from the Township.

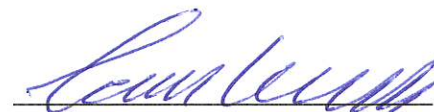
BOARD WENT INTO AN EXECUTIVE SESSION TO DISCUSS A POSSIBLE LEGAL MATTER

ADJOURNMENT

There being no further business, a motion was made by Brian Wanner to adjourn the meeting at 8:43 P.M. The motion was seconded by Sam Kemmerer. Motion carried unanimously.



Jennifer Galomb
Secretary-Treasurer, Richmond Township



Brian Wanner
Chairman, Richmond Township