

Richmond Township Board of Supervisors  
Monthly Meeting  
Monday, March 13, 2023  
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, Samuel Kemmerer and Scott Brinker; Jennifer Galomb, Township Secretary-Treasurer; Michelle Mayfield, 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 of the February 13, 2023 monthly meeting, Scott Brinker seconded the motion. Motion carried unanimously.

**NEW BUSINESS**

**Code Enforcement Report- Kraft Municipal Group**

Brian Wanner said that he spoke with Jeff Fiant, he said he was hoping to get to the Lindenmuth property this week and will keep him posted on what he finds.

Violations were just filed on a few properties, just waiting on responses from them.

**SEO Report- LTL Consultants Ltd.**

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

**Police Report- Chief Ulshafer.**

Chief Ulshafer was in attendance to discuss the report that the Board received. Chief made mention that the three items that were significant on his report all involved a report of firearms, one turned out to not have a firearm but charges were filed on all three incidents.

Chief discussed that they were able to secure funding in the amount of \$1,900.00 through the Kyle Pagerly Fund for the purchase of a new ballistic shield. They also made a grant money request through AAA for approximately \$3,000.00 to be used for new alco-sensors for the department, the ones that they currently used are old and outdated.

Chief Ulshafer thanked the Township for their support in allowing them to hire additional staff members, they had an incident on Vine St in the Borough that they were able to handle because of the extra personnel, instead of having to call other departments.

**Virginville Fire Company Report.**

The monthly report was not submitted in time for the meeting, however there was a request for the fire truck lease payment in the amount of \$21,999.01. A motion was made by Brian Wanner to approve the truck payment, Sam Kemmerer seconded the motion. Motion carried unanimously.

**Walnuttown Fire Company Report.**

The Board acknowledged receipt of the fire companies report and had no questions.

**Motion to approve Resolution 2023-10 appointing Jesse Bitler to the Zoning Hearing Board.**

A motion was made by Brian Wanner to appoint Jesse Bitler to the Zoning Hearing Board, Sam Kemmerer seconded the motion. Motion carried unanimously

**Discuss purchasing a tablet for the Township.**

Jen mentioned that the tablet would make videotaping of the meetings more convenient and it will be used to control and collect data from the radar speed sign when it is in use. Brian discussed with Chief Ulshafer that we ordered a speed sign and once we receive it to get with Robby to find out the best areas to post it.

A motion was made by Brian Wanner to purchase a tablet for the Township, not to exceed \$900.00 Sam Kemmerer seconded the motion. Motion carried unanimously.

**Discuss Ordinance 2015-04 regarding pension fund retirement age.**

Jen discussed that the Township employees had the enrollment meeting with Ron Bittner from Girard on February 24<sup>th</sup>. At the meeting there was a discussion regarding the current retirement age, which is listed in the ordinance as 65 and the employees wanted to see if they could have that changed to between 55 and 60. Cody Luckenbill, who is the assistant roadmaster was in attendance and discussed the advantages of lowering the retirement age. If at 55 or 60 someone is financially able to retire, they would be able to obtain their pension and not pay a penalty to withdrawal the money, not that they would have to retire at that age but it would be an option.

Brian Wanner discussed that we have a great road crew now and they are going to be in their prime at 60-65 and it would be hard to lose the guys. If the age was set lower, it doesn't force them to retire it just makes it attainable. Cody discussed that we may not be ready or able to retire at that age but to have the option to do it at an earlier age is a plus. After a brief discussion, a motion was made by Sam Kemmerer to reduce the retirement age to 60, Brian Wanner seconded the motion.

Attorney Mayfield asked if the Board wanted to see the revised ordinance before it is advertised or just advertise it, Brian said he was fine with just advertising it as we are just changing the age.

**Old Business**

**Review revised request for a donation from Friends of Fleetwood Park.**

The Board reviewed the revised letter that was sent in from the Friends of Fleetwood Park asking for donations to enhance the lighting and sound system for the new bandshell. Construction of the new bandshell will be starting soon and it does not include those items. After a brief discussion a motion was made by Brian Wanner to make a donation to the Friends of Fleetwood in the amount of \$1,000.00 Sam Kemmerer seconded the motion. Motion carried unanimously.

**Engineer's Report- Scott Anderson.**

**Review bids submitted for 2023 Roadwork project**

Scott discussed that we received five (5) bids this morning for the 2023 Roadwork project and low bid was from Allen Myers, L.P., they were low bid on the base bid and alternate as well. All bids submitted the required paperwork and information. Bids results were:

	<b><u>Base Bid</u></b>	<b><u>Alternate Bid</u></b>
Allan Myers, L.P.	\$245,891.00	\$ 7,080.00
H & K Group, Inc.	\$276,463.53	\$10,080.00
New Enterprise Stone & Lime	\$319,033.00	\$12,740.00
Construction Masters	\$351,220.00	\$14,832.00
Ronnie C. Folk Paving, Inc.	\$368,774.75	\$14,060.00

The Board asked if in the bid documents it was mentioned that there needs to be cutting in of driveways as there have been issues in the past. Scott discussed that it is spelled out in the documents that when they put down the top coat they have to cut in. They have to cut paved driveways and on stone driveways they have to add stone to level it out, or cut in a bit so it is leveled out. In Virginville there are several low driveways that they have included extra milling for to make sure it is leveled properly.

A motion was made by Brian Wanner to accept the bid from Allan Myers, L.P., subject to Attorney Mayfield's office reviewing the contracts to be sure that all necessary documents have been submitted, Sam Kemmerer seconded the motion. Motion carried unanimously.

### **Review bids for the Township roof.**

Scott discussed that we only received one (1) bid from Rainbow Roofing that included all three roofing options. There was some feedback that we had gotten from roofing companies stating that they were not aware the bid was out and there was not enough time to submit and asked for an extension.

As the Board wishes to have at least 3 bids, a motion was made by Brian Wanner to reject the bid and have it re-bid for next month, Sam Kemmerer seconded the motion. Motion carried unanimously.

### **Solar Farm Update**

Scott discussed that the Solar Farm has started moving dirt and putting in all of their E & S controls as they are supposed to. They are working on getting the retention ponds built along with the onsite transformer pads. They have received a few complaints from the immediate property owner that are downstream, which his office and the Conservation District are aware of the issue and have been on site already to discuss, once to check on the complaint and once to follow up to make sure it is being done properly. Scott stated that they are keeping in touch with the contractor to make sure that they are doing exactly what is on the plans.

Scott mentioned that they tested the soils for the pond and found that it's not enough clay, so they will have to import some clay to add to it.

Ron Kurtz was in attendance and had asked whoever is in charge of the project to make sure that they keep watching the contractors. Brian Wanner mentioned that when the project is complete it is going to reduce the water flow substantially. Mr. Kurtz stated that since the project started, he has not had much water come onto his property, at least not like before. Sam Kemmerer mentioned that there will be 9 acres of retention at the site and it will take a torrential amount of rain to have any issues. The idea is that the retention ponds will catch the rain and it will seep into the ground and not run downstream.

### **Solicitor's Report**

**Delinquent Sewer Report**

Attorney Mayfield reviewed the delinquent sewer report with the Board and discussed that the report is getting smaller, now that we have the address changes made and it is cleaned up. She stated that on 391 Park Road the foreclosure has recommenced but there is no sheriff sale as of yet. They are in the process of filing liens on the properties they had directed her office to do last month, along with the 895 Pleasant Hill Road address for the total amount of \$1,088.00 on that property. The other property that is in foreclosure is 895 Pleasant Hill, the sheriff is serving foreclosure notice to a Northumberland address.

**Discuss sewer collection options.**

Attorney Mayfield had asked the Board if there was any update on other options for the Townships sewer money collections. Brian Wanner mentioned that he would reach out to Chris at Fleetwood Borough to discuss. Attorney Mayfield mentioned that we would have to take action at our May meeting in order for changes to be made this year, if we so desired.

**Review the proposed Senate Bill amending Title 45**

Attorney Mayfield discussed that the bill will affect the way the Township can advertise a public notice, since not many people receive the newspaper anymore, they are altering the way you have to give a public notice. She explained that if the resolution passes and you chose to list the notices strictly on your website, you will then have to advertise in the paper stating that you will be doing that. Her office will monitor the status of the bill and let us know if anything changes.

**Steckbeck Engineering- Scott Rights, P.E.**

Scott Rights had sent the Board an electronic version of the 2022 Virginville and Walnuttown Chapter 94 Reports to review and approve. A motion was made by Brian Wanner to approve both the Virginville and Walnuttown 2022 Chapter 94 Reports, Sam Kemmerer seconded the motion. Motion carried unanimously.

**Miscellaneous Business**

None

**Roadmaster's Report**

**Review monthly road work report**

The Board reviewed the road work report submitted by Robby.

**Discuss road work bid project**

Robby discussed that he had spoken to Scott Anderson about possibly being able to add more to the bid project, which we have to talk to Penn Dot about. He explained that since the estimate that Scott had written is quite a bit higher than the bids that were received and he would like to add additional repairs to the roads that are already on the bid. For example, Virginville road is going to be getting repaired but not the entire road. He would like to see how much more we can go over the allotted bid amount to fix the road while we are already out there. He will be contacting Penn Dot to find out.

**Secretary- Treasurer's Report**

**Payment of the bills**

**General Fund**

A motion was made by Sam Kemmerer to pay Check #10840 to Check #10875 including the EFTs in the amount of \$150,865.64 Scott Brinker seconded the motion. Motion carried unanimously.

**State Fund**

A motion was made by Sam Kemmerer to pay Check #2120 in the amount of \$1,811.41 Scott Brinker seconded the motion. Motion carried unanimously.

**Light Fund**

A motion was made by Sam Kemmerer to pay Check #2157 in the amount of \$770.97 Scott Brinker seconded the motion. Motion carried unanimously.

**Richmond Township Sewer Fund**

A motion was made by Sam Kemmerer to pay Check #3059 to Check #3070 including EFT's in the amount of \$38,510.55 Scott Brinker Seconded the motion. Motion carried unanimously.

**Walnuttown Fire Escrow**

A motion was made by Sam Kemmerer to pay Check # 2158 in the amount of \$779.50 Scott Brinker seconded the motion. Motion carried unanimously.

**Virginville Fire Escrow**

A motion was made by Sam Kemmerer to pay Check #2159 in the amount of \$779.50 Scott Brinker seconded the motion. Motion carried unanimously.

**Payment of liquid fuels – March 1st.**

Jen mentioned that we received our allotment of the liquid fuels' money in the amount of \$204,839.27. In the past we had received

- 2019- \$215,826.19
- 2020- \$211,314.59
- 2021- \$195,274.01
- 2022- \$199,276.11

**Discuss desire of digitizing municipal records**

Jen had discussed that there was a webinar on digitizing municipal records that some Townships are in the process of converting too and asked if the Board had any interest in her obtaining quotes for this. This is only done on records that are permanent, such as land development plans and minutes. We have the room now to keep the records the way it is, but might need to revisit in the future. The Board stated that when there is a need we can revisit.

**Recycling and yard waste update**

Jen explained that she has been in touch with Hunter Ahrens at Maiden Creek with regards to recycling and yard waste, they are currently under a contract with Mascaro until December/2024, so as much as they are onboard with us contributing, amending the contract would be more difficult than waiting until next year. She had reached out to Mascaro to see what options were available and they could offer a 2, 3-, 4-, 6- or 8-yard container to be placed at the Township, to be emptied every week for \$225.00 to \$302.00 per month, depending on the size of the container. We would be bound to a five (5) year contract. After a brief discussion, Brian asked Jen to reach out to see if they would offer a "pilot program" to see how it goes for a year and if they would have larger containers.

**CHAIRMAN'S REPORT**

Brian Wanner mentioned that he was at a meeting presented by the Berks County Planning Commission, talking about future development, zoning, working with neighboring Townships and coming up with something uniform and updated. The Willow Crest development was brought up, regarding the amount of tax revenue that it will generate plus the cost per child, whether it is a negative effect vs having something commercial. He has reached out to Fleetwood Borough to get the information to see what the development generates for the school.

**PUBLIC PARTICIPATION - BUSINESS FROM THE FLOOR**

Ron Kurtz expressed his concern with the advertising and the senate bill and hopes that they decide on a resolution soon.

He also mentioned that the Zoning Hearing Board has not met in quite a long time and there are now 2 applications to review. At the moment the Township has a new solicitor, Alexander Elliker, which none of the members have met yet. They will also need to appoint a new chairperson as the former chairperson has retired. He asked the Board if they would have any issues with the ZHB having a brief meeting to just introduce themselves and discuss the zoning of the Township and have everyone on the same page. The Board had no objections to that and had discussed that since the zoning ordinance has not been updated since 2011, if there were any changes that they would like to see happen, to bring to the Boards attention and they can discuss.

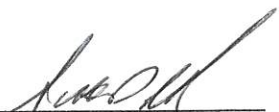
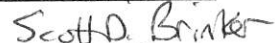
Attorney Mayfield stated that she has a book on the rules and regulations of running a ZHB that she believes would be beneficial to Attorney Elliker and the ZHB if he so desires. Jen will reach out to Attorney Elliker to discuss. Attorney Mayfield advised them that they should advertise the meeting as a "Re-organizational" meeting and that 1 week prior to the meeting is sufficient enough time.

**ADJOURNMENT**

There being no further business, a motion was made by Brian Wanner to adjourn the meeting at 8:15 P.M. The motion was seconded by Sam Kemmerer. Motion carried unanimously.



Jennifer Galomb  
Secretary-Treasurer, Richmond Township

  
  
Brian S. Wanner  
Chairman, Richmond Township