

**CUMRU TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING JANUARY 15, 2019**

The Regular Meeting of the Cumru Township Board of Commissioners was called to order by President Ruth O'Leary at 7:01 p.m. Other Commissioners in attendance were Vice President Edward L. Gottschall, Sheri Hoover, William B Miller and David J. Batdorf. Also attending were Solicitor Michael A. Setley, Superintendent of Public Works Robert McNichols, Jr., Assistant Superintendent of Public Works Michael L. Yost, Business Personnel/Administrator Peggy A. Carpenter, Manager Jeanne E. Johnston, Secretary Latoya Procopio, and Joe Rogosky of Great Valley Consultants.

Pledge to the Flag.

PUBLIC

Mrs. O'Leary invited public comment. No one indicated a desire to speak.

Attendance: Dan Kelly of the Reading Eagle, and James Williamson of 1461 Old Lancaster Pike.

SOUTHERN BERKS REGIONAL EMS

A) Monthly Report – December 2018

Mr. Malcom Cole provided a Southern Berks Regional EMS monthly report. Mr. Cole reported 175 calls, the 4th highest monthly total. Last month represented 31% of their calls for the year. Mr. Cole stated his Board had some questions regarding the agreement, but is scheduled to vote on the agreement at their next meeting which occurs on 1/17/2019. The SBREMS audit is scheduled to take place in March and the audit will be done by Herebin & Co.

TREASURER

A) 2018 Budget v. Actual – summary

Ms. Johnston presented the Board a summary of the 2018 Budget v. Actual end of the year financial report.

- General fund revenue received was \$172,177 over budget.
- General fund expenses were \$160,299 over budget.
- Fire fund revenue received was \$25,753 over budget.
- Fire fund expenses were \$94,930 over budget. Operational expenses were under budget, so the amount transferred into fire savings capital was increased by \$120,000. Therefore, additional funds were made available for apparatus and the fire station project.
- Refuse fund revenue received was \$17,510 under budget.
- Refuse fund expenses were \$65,613 under budget. However, actual expenses exceeded revenue by \$37,217. The refuse fee was increased for 2019 to address this deficit and because the cost of the hauling contract has increased.
- Sewer fund revenue received was \$419,245 over budget.

- Sewer fund expenses were \$969,972 over budget, principally due to the heavy rains which resulted in the highest payments ever to the City of Reading for sewer treatment. The payment in November 2018 was over \$1 million.

B) Monthly Report

C) **Appoint Deputy Treasurer**

- 1) draft resolution

ON MOTION OF MR. GOTTSCHALL, SECOND OF MRS. HOOVER, A UNANIMOUS VOTE ADOPTING A RESOLUTION TO APPOINT JEANNE JOHNSTON AS DEPUTY TREASURER.

TAX COLLECTOR

A) December 2018 Report

- 1) Year 2018 Real Estate

Balance collectable beginning of month – \$128,929.07

Cash collected - \$51,542.30

Balance collectable end of month - \$82,072.57

- 2) Year 2018 Real Estate Interim

Balance collectable beginning of month - \$732.85

Cash collected - \$296.68

Balance collectable end of month - \$463.15

- 3) Year 2018 SMP

Balance collectable beginning of month - \$2,550.00

Cash collected - \$907.50

Balance collectable end of the month - \$1,725.00

- 4) Year 2018 Real Refuse

Balance collectable beginning of month - \$27,500.00

Cash collected - \$11,330.00

Balance collectable end of the month - \$17,200.00

- 5) Year 2018 Per Capita

Balance collectable beginning of month - \$11,225.00

Cash collected - \$4,015.00

Balance collectable end of the month - \$7,490.00

B) 2018 Real Estate – Delinquent

- 1) Flat amount of \$82,072.57 sent to Tax Claim for 117 bills

2017 amount = \$71,034.87 for 120 bills

C) **Berks County Tax Claim**

- 1) draft resolution not to collect fees on the County/Township tax bill

ON MOTION OF MR. MILLER, SECOND OF MRS. HOOVER, A UNANIMOUS VOTE TO ADOPT A RESOLUTION AUTHORIZING BERKS COUNTY TAX CLAIM OFFICE NOT TO COLLECT FEES ON THE COUNTY/TOWNSHIP TAX BILL.

- D) 2018 Refuse – Delinquent
 1) Memorandum from Tax Collector re: flat amount of \$17,200.00 uncollected,
 dated 1/9/2019
2017 amount = \$16,260.00
- E) 2018 Per Capita – Delinquent
 1) Memorandum from Tax Collector re: flat amount of \$7,490.00 uncollected for 1,498 bills,
 dated 1/9/2019
2017 amount = \$6,845.00 for 1,369 bills
- F) 2018 Sewage Management Program (SMP) – Delinquent
 1) Memorandum from Tax Collector re: flat amount of 1,725.00 uncollected,
 dated 1/9/2019
2017 amount = \$1,575.00

APPROVE MINUTES

**ON MOTION OF MR. GOTTSCHALL, SECOND OF MR. MILLER, A UNANIMOUS
 VOTE APPROVING THE MINUTES OF OCTOBER 30, 2018 – BUDGET MEETING,
 AND DECEMBER 18, 2018 – REGULAR MEETING.**

DEPARTMENTS

Police Department

- A) Monthly Report – December 2018
 Chief Winchester informed the Board that the 17th and 18th arrests were made in relation to a bank fraud case.
- B) Annual Performance Measures
 Chief Winchester informed the Board of performance measures from 2013-2018. He noted a reduction in response time due to the current staffing levels.

C) Capital Purchases

- 1) vehicle – SUV budgeted \$46,000
 2) license plate readers - quote \$14,025

**ON MOTION OF MRS. HOOVER, SECOND OF MR. BATDORF, A UNANIMOUS
 VOTE TO AUTHORIZE THE AQUISITION OF A POLICE SUV OUT OF THE
 CAPITAL FUND AT A COST NOT TO EXCEED \$46,000.00 AND TO AUTHORIZE
 THE PURCHASE THE LICENSE PLATE READERS, THROUGH BOTH THE
 CAPITAL FUND AND THE REMAINDER OF THE EQUITABLE SHARING FUND.**

Fire Department

- A) Monthly Report – December 2018
- B) Tanker – final inspection

Chief Beane inform the Board that the Tanker will have a final inspection at the factory shortly. The tanker should be delivered by the end of February. A resolution to sell the old tanker is expected at the March meeting.

Administration

A) Codes Report-December 2018

Building Permits Issued- 8

Use Permits Issued- 3

Zoning Permits Issued- 4

Notices of Violations- 9

Citations issued- 0

Violations complied in December- 20

Phone calls from contractors, realtors & public approximately- 158

Permit Inspections Done – 18

Inspections with the Fire Department – 4

B) Recycling Equipment Grant

1) draft agreement not to exceed \$47,152.00 for leaf vacuum machine

ON MOTION OF MR. GOTTSCHALL, SECOND OF BATDORF, A UNANIMOUS VOTE AUTHORIZING THE EXECUTION OF THE RECYCLING EQUIPMENT GRANT.

C) Angelica Trail

1) Request from Berks Nature for letter of support for grant along High Blvd., Elkins Ave., and Governor Dr., dated 12/13/18

2) Memorandum from Manager re: Park and Recreation Board recommends authorizing letter of support with condition, dated 1/15/2019

ON MOTION OF MR. MILLER, SECOND OF MRS. HOOVER, A UNANIMOUS VOTE AUTHORIZING A LETTER OF SUPPORT FOR THE ANGELICA TRAIL, SUBJECT TO THE TOWNSHIP NOT INCURRING ANY COST, AS RECOMMENDED BY THE PARK AND RECREATION BOARD.

D) Giant Lancaster Avenue – Proposed Liquor License Transfer

1) Letter from Atty. Ellen Freeman re: request to schedule public hearing, dated 12/26/2018
ON MOTION OF MR. MILLER, SECOND OF MR. BATDORF, A UNANIMOUS VOTE ESTABLISHING A PUBLIC HEARING ON FEBRUARY 19, 2019 FOR THE PROPOSED TRANSFER OF A LIQUOR LICENSE FOR THE LANCASTER AVENUE GIANT.

E) SEO Services 2019

1) Memorandum from Manager re: changes in SEOs, dated 12/21/2018
ON MOTION OF MR. GOTTSCHALL, SECOND OF MR. BATDORF, A UNANIMOUS VOTE AUTHORIZING SEO SERVICES FOR 2019 BY BERKS ENVIROTECH, AS STATED IN A LETTER DATED 12/7/2018.

F) Vacancy Board

ON MOTION OF MR. GOTTSCHALL, SECOND OF MRS. HOOVER, A UNANIMOUS VOTE REAPPOINTING TERRY STYER TO THE VACANCY BOARD.

G) Records Management – dispose of microfilm

ON MOTION MR. GOTTSCHALL, SECOND OF MRS. HOOVER, A UNANIMOUS VOTE ADOPTING THE RESOLUTION TO DISPOSE OF MICROFILM.

Public Works

A) Monthly Report – December 2018

B) Hampshire Rd. Culvert – application for payment 2

1) application for payment in the amount of \$2,496.00

ON MOTION OF MR. MILLER, SECOND OF MR. GOTTSCHALL, A UNANIMOUS VOTE APPROVING THE APPLICATION FOR PAYMENT NO. 2 TO CONSTRUCTION MASTERS IN THE AMOUNT OF \$2,496.00.

Engineer

A) 2018 Road Work – application for payment 5

1) application for payment in the amount of \$68,030.69

2) change order no. 2 – asphalt adjustment \$23,534.65

ON MOTION OF MR. GOTTSCHALL, SECOND OF MR. MILLER, A UNANIMOUS VOTE APPROVING THE APPLICATION FOR PAYMENT NO. 5 FOR THE 2018 ROAD WORK BY NEW ENTERPRISE STONE AND LIME IN THE AMOUNT OF \$68,030.69.

ON MOTION OF MR. GOTTSCHALL, SECOND OF MR. BATDORF, A UNANIMOUS VOTE APPROVING THE CHANGE ORDER NO. 2 FOR THE ASPHALT ADJUSTMENT IN THE AMOUNT OF \$23,534.65 FOR THE 2018 ROAD WORK.

Solicitor

CORRESPONDENCE

A) Monthly Meeting Schedule advertised on 01/04/2019

PAYMENTS OF BILLS

ON MOTION OF MR. GOTTSCHALL, SECOND OF MR. BATDORF, A UNANIMOUS VOTE APPROVING THE PAYMENT OF BILLS FROM 12/20/2018, 12/20/2018-ACH, 12/20/2018-ACH ADDITIONAL, 12/21/2018, 12/26/2018-ACH, 12/26/2018-PLGIT, 12/27/2018, 12/28/2018-ACH 1/3/2019, 1/10/2019.

COMMISSIONERS

A) Reminders:

- 1) Board of Commissioners workshop meeting Tuesday, January 29, 2019, at 7:00 p.m.
- 2) Planning Commission meeting Monday, February, 4, 2019, at 6:00 p.m.

B) Executive Session

7:55 p.m. – The Board of Commissioners went into executive session to discuss
1 personnel matter, 1 real estate issue and 1 labor matter.

8:06 p.m. – The meeting reconvened. Mr. Setley stated that the Board of Commissioners had
discussed 1 labor matter, 1 real estate and 1 personnel issues all items remain
pending.

Mrs. O’Leary requested the Board return to the next meeting with a ranking of the liaison
positions desired for 2019.

ADJOURNMENT

**ON MOTION OF MR. GOTTSCHALL, SECOND OF MR. BATDORF, A UNANIMOUS
VOTE TO ADJOURN THE MEETING AT 8:08 P.M.**

Respectfully submitted,



Latoya Procopio
Secretary