

**CUMRU TOWNSHIP BOARD OF COMMISSIONERS  
REGULAR MEETING                      OCTOBER 16, 2018**

The Regular Meeting of the Cumru Township Board of Commissioners was called to order by President Ruth O'Leary at 7:00 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 Joseph P. Rogosky of Great Valley Consultants.

Pledge to the Flag.

**PRESENTATION**

A) Mifflin Community Library

Megan Huesgen from the Mifflin Community Library was present to give the Board of Commissioners the annual update for the library.

**PUBLIC**

Attendance: Megan Huesgen of the Mifflin Community Library and Mr. James Williamson.

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

**SOUTHERN BERKS REGIONAL EMS**

A) Monthly Report – September 2018

SBREMS' Executive Director Malcolm Cole was present to provide the monthly report. He stated there were 157 calls last month. SBREMS provided CPR training for Shillington Church of Christ and Berks County Fire Police. Chief Musser was honored with a Spirit of Courage award for his role in saving an individual from a fire. Financially, SBREMS was operating at a higher loss than expected for the year thus far. Mrs. O'Leary expressed concern that an increase in the ambulance tax might be needed. Mr. Cole thanked the Board of Commissioners for their support of Southern Berks Regional EMS.

**TREASURER**

A) Monthly Report – September 2018

**TAX COLLECTOR**

A) September 2018 Report

1) Year 2018 Real Estate

Balance collectable beginning of month – \$178,454.71

Cash collected - \$1,192.84

Balance collectable end of month - \$177,370.33

- 2) Year 2018 Refuse
  - Balance collectable beginning of month - \$35,160.00
  - Cash collected - \$396.00
  - Balance collectable end of the month - \$34,800.00
- 3) Year 2018 SMP
  - Balance collectable beginning of month - \$3,525.00
  - Cash collected - \$0
  - Balance collectable end of the month - \$3,525.00
- 4) Year 2018 Real Estate Interim
  - Balance collectable beginning of month - \$281.79
  - Cash collected - \$0
  - Balance collectable end of the month - \$281.79
- 5) Year 2018 Per Capita
  - Balance collectable beginning of month - \$19,835.00
  - Cash collected - \$709.80
  - Balance collectable end of the month - \$18,670.00

**APPROVE MINUTES**

**ON MOTION OF MR. GOTTSCHALL, SECOND OF MR. BATDORF, A UNANIMOUS VOTE TO APPROVE THE MINUTES FOR 9/18/2018.**

**CONSENT AGENDA**

**2017-12 EAST POINTE LOT 8 LAND DEVELOPMENT**

**EXPIRATION DATE 12/31/2018**

(final) Owner: Manz Properties LLC, Ronald T. Manz Jr.; Applicant: Manz Properties LLC, Ronald T. Manz Jr.; Agent: John W. Hoffert, PLS; location: North side of SR 724/Philadelphia Ave. between Ridgeway Road and East Pointe Drive; plan no. D-17-36 (1-13); proposal summary: To construct an office/warehouse building utilizing public water and sewer facilities; preliminary approval 11/6/2017.

- 1) Letter from John Hoffert Surveying re: request for waiver to section 310.B.5. of the storm water ordinance, dated 11/6/2018
- 2) Memorandum from Secretary re: Planning Commission recommended waiver, dated 10/15/2018

**ACTION:**

**GRANTED A WAIVER TO SECTION 310.B.5. OF THE STORMWATER ORDINANCE TO ALLOW LESS THAN THE REQUIRED 1 FOOT OF FREEBOARD FOR THE 100 YEAR STORM EVENT.**

- 3) Memorandum from Secretary re: Planning Commission recommended final approval with conditions, dated 10/15/2018

**ACTION:**

**GRANTED FINAL APPROVAL TO THE EAST POINTE LOT 8 LAND DEVELOPMENT PLAN, SUBJECT TO RESOLUTION OF ANY OUTSTANDING ITEMS IN GREAT VALLEY CONSULTANTS LETTER DATED 10/1/2018, INCLUDING, BUT NOT LIMITED TO, COMPLETION OF AN NPDES PERMIT,**

**EXECUTION OF A STORMWATER AGREEMENT, PROVISION OF A STORMWATER FEE, PROVISION OF A TRAFFIC IMPACT FEE, AND FINAL APPROVAL BY THE ROBESON TOWNSHIP MUNICIPAL AUTHORITY.**

**Holding Tank Agreement – 1000 Sheerlund Rd.**

- 1) Draft agreement

**ACTION:**

**AUTHORIZED EXECUTION OF A TEMPORARY HOLDING TANK AGREEMENT WITH THE OWNERS OF 1000 SHEERLUND RD., SUBJECT TO RECEIPT OF THE APPROPRIATE ESCROW AND SATISFACTORY REVIEW BY THE TOWNSHIP SOLICITOR.**

**Holding Tank and Small Flow Treatment Facility Agreement – 291 Hunters Rd.**

- 1) Draft agreement

**ACTION:**

**AUTHORIZED EXECUTION OF A HOLDING TANK AND SMALL FLOW TREATMENT FACILITY AGREEMENT WITH THE OWNERS OF 291 HUNTERS RD., SUBJECT TO RECEIPT OF THE APPROPRIATE ESCROW AND SATISFACTORY REVIEW BY THE TOWNSHIP SOLICITOR.**

**Right to Know Law – update of fees**

**ACTION:**

**ADOPTED AN UPDATE TO THE OPEN RECORDS POLICY TO INCORPORATE FEES AND FORMS ADOPTED BY THE OFFICE OF OPEN RECORDS.**

**END OF CONSENT AGENDA**

**ON MOTION OF MR. BATDORF, SECOND OF MR. GOTTSCHALL, A UNANIMOUS VOTE TO APPROVE THE CONSENT AGENDA.**

**DEPARTMENTS**

Police Department

A) Monthly Report – September 2018

B) Press Releases

Chief Winchester reviewed press releases about incidents that occurred during September. Multiple agencies coordinated to quickly deal with a suspicious object on Morgantown Rd.

C) Car 4 Replacement

1) authorize purchase not to exceed \$18,000

2) authorize transfer from general fund balance to new capital line item 5018-012/300-1

**ON MOTION MRS. HOOVER, SECOND OF MR. MILLER, A UNANIMOUS VOTE TO RATIFY THE REPLACEMENT PURCHASE OF CAR 4, NOT TO EXCEED \$18,000.00 AND TO AUTHORIZE A TRANSFER FROM GENERAL FUND BALANCE TO THE NEW CAPITAL LINE ITEM 5018-012/300-1.**

**D) Impaired Driving Grant Extension Agreement**

*Note: previously extended on 10/17/2017.*

**ON MOTION MR. GOTTSCHALL, SECOND OF MR. BATDORF, A UNANIMOUS VOTE AUTHORIZING THE IMPAIRED DRIVING GRANT EXTENSION AGREEMENT.**

**E) Animal Rescue League – contract terms for 2019**

1) Memorandum from Manager re: fee for service program, dated 10/9/2018

Ms. Johnston explained that the Animal Rescue League of Berks County is imposing a fee for service model in order to provide animal control services in 2019. If Cumru Township agrees to the fee for service model, based on data from previous years provided by the ARL, the Township would spend approximately \$50,000.00. The Township's previous payment to the ARL was \$5,500 annually. The Animal Rescue League is requiring an answer by December 1, 2018. Ms. Johnston stated that she would pursue answers to a number of questions about the proposed fee schedule.

Fire Department

A) Monthly Report – September 2018

B) Fire Station - update

Chief Beane informed the Board that the Township received two Mainer 2 Pipeline Grant. One grant was for potable water to the campus and the second was for best management practices for Stormwater. Both grants can be used in conjunction with the fire station project.

Administration

A) 911 Legislation

1) Letter from Berks County Commissioners, dated 9/18/2018

2) Memorandum from the Township Manager, dated 10/03/2018

Ms. Johnston advised the Board that legislation providing for a phone bill fee which subsidizes 911 dispatching is scheduled to expire on 6/30/2019. If this source of revenue is not extended, the municipalities will have to cover the cost. The Board of Commissioners agreed with Township Staff's recommendation to write a letter to State legislators in support of extending the fee.

**B) Distribution of State Aid for Pensions**

1) state aid received in the amount of \$327,907.19

2) adopt resolution for distribution

**ON MOTION MRS. HOOVER, SECOND OF MR. MILLER, A UNANIMOUS VOTE ADOPTING A RESOLUTION FOR DISTRIBUTION OF STATE AID FOR PENSIONS.**

**C) Police Pension Employee Contribution 2019**

1) adopt resolution

**ON MOTION OF MRS. HOOVER, SECOND OF MR. MILLER, A UNANIMOUS VOTE TO ADOPT A RESOLUTION SETTING THE 2019 POLICE PENSION EMPLOYEE CONTRIBUTION RATE AT 5%, CONSISTENT WITH THE COLLECTIVE BARGAINING AGREEMENT.**

D) Refuse and Recycling

The Board of Commissioners scheduled a special meeting on November 8, 2018 at 5:30 p.m. for the refuse and recycling bids and any other business to come before the Board.

E) Codes Ordinance Update

- 1) Memorandum re: ordinance needed for update to 2015 building codes, dated 8/24/2018
- 2) ordinance advertised 10/05/2018

**ON MOTION OF MR. GOTTSCHALL, SECOND OF MR. BATDORF, A UNANIMOUS VOTE TO ADOPT THE ORDINANCE UPDATING CODES TO THE 2015 EDITION, AS ADVERTISED.**

F) Personnel

Ms. Johnston informed the Board of successful completions of probationary periods by Sharon Bedell, Kurt Ansel, and Carlos Oliveras.

Public Works

A) Monthly Report – September 2018

Mr. McNichols informed that Board that leaf collection will continue until December 7, or the first significant snow fall. Salt has been ordered for winter weather road maintenance.

B) Poplar Neck Bridge

- 1) damage
- 2) change order no. 2 not to exceed \$19,600
- 3) STV task order for additional bidding and inspections

**ON MOTION OF MR. BATDORF, SECOND OF MR. MILLER, A UNANIMOUS VOTE AUTHORIZING THE TOWNSHIP TO BE THE PASS-THROUGH AGENT AND TO EXECUTE THE RELEASE FOR THE DAMAGE OF CONCRETE BY NORFOLK SOUTHERN RAILROAD.**

**ON MOTION OF MR. MILLER, SECOND OF MR. BATDORF, A UNANIMOUS VOTE APPROVING CHANGE ORDER NO. 2 NOT TO EXCEED \$19,600.00.**

**ON MOTION OF MR. GOTTSCHALL, SECOND OF MR. BATDORF, A UNANIMOUS VOTE TO APPROVE STV TASK ORDER FOR ADDITIONAL BIDDING AND INSPECTIONS.**

Engineer

A) Road Work 2018 – Payment Application No. 3

- 1) Letter from GVC re: recommendation to approve payment application no. 3 in the amount of \$528,458.72 to NESL

Mr. Rogosky informed the Board that the road work is substantially complete.

**ON MOTION OF MR. BATDORF, SECOND OF MR. GOTTSCHALL, A UNANIMOUS VOTE TO APPROVE PAYMENT APPLICATION NO. 3 TO NEW ENTERPRISE STONE AND LIME COMPANY, IN THE AMOUNT OF \$528,458.72, WITH A 5% RETAINAGE.**

Solicitor

**PAYMENTS OF BILLS**

**ON MOTION OF MR. GOTTSCHALL, SECOND OF MR. BATDORF, A MAJORITY VOTE TO APPROVE THE PAYMENTS OF BILLS FROM: 09/20/2018; 09/21/2018-IT; 09/28/2018; 09/28/2018-IT; 09/28/2018- pension MMOs; 10/01/2018; 10/01/2018-PLGIT; 10-03/2018-ACH; 10/04/2018; 10/05/2018; 10/11/2018; 10/12/2018.**

**Mrs. Hoover abstained from payments of bills for 09/21/2018-IT and 09/28/2018-IT.**

**CORRESPONDENCE**

- A) South Reading Asphalt Plan Re: Air Quality Permit Renewal, dated 9/25/2018
- B) Liquid Fuels Audit 2017
- C) City of Reading Financial Statement 2017
- D) Met Ed transmission line reconstruction NPDES permit, dated 10/09/2018

**COMMISSIONERS**

- A) Executive Session
- B) Reminders:
  - 1) 2019 Budget meetings 10/17/2018, 10/24/2018, and 10/30/2018 all at 6:00 p.m.

**ADJOURNMENT**

**ON MOTION MR. BATDORF, SECOND OF MR. GOTTSCHALL, A UNANIMOUS VOTE TO ADJOURN THE MEETING AT 8:02 P.M.**

Respectfully submitted



Latoya Procopio  
Secretary