

**CUMRU TOWNSHIP BOARD OF COMMISSIONERS
SPECIAL MEETING OCTOBER 16, 2019**

The Budget Meeting of the Cumru Township Board of Commissioners was called to order by President Ruth O’Leary at 6:10 p.m. Other Commissioners in attendance were Sheri Hoover, William B Miller, David J. Batdorf, and Michael Thompson. Also attending were Police Chief Madison Winchester, Fire Chief James A. Beane, 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.

Pledge to the Flag.

PUBLIC

DEPARTMENTS

Solicitor

A) Meeting Minutes

Mr. Setley informed the Board that the Secretary would like to record the meeting solely for the purpose of producing accurate minutes. Mr. Setley suggested the Board adopt a policy stating tapping of the meeting will take place to produce accurate minutes. The recording shall be retained until the minutes are officially adopted and then the recording will be destroyed. Mr. Setley informed the Board that a notice can be placed on the agenda to inform the public that the meeting will be taped. Or the Board can announce verbally to the public at the outset of every meeting.

ON MOTION OF MRS. O’LEARY, SECOND OF MR. BATDORF, A UNANIMOUS VOTE ADOPTING A POLICY BY RESOLUTION TO ALLOW THE TOWNSHIP SECRETARY TO RECORD THE MEETING UTILIZING AN AUDIO FILE FOR THE PURPOSE OF ACCURATE MINTUES, TO THEN BE DESTROYED AFTER THE OFFICAL MINUTES HAVE BEEN ADOPTED.

ON MOTION OF MR. MILLER, SECOND OF MRS. HOOVER, A UNANIMOUS VOTE APPROVING THE MINUTES FROM SEPTEMBER 17, 2019 – REGULAR MEETING.

2020 BUDGET

Public Works

1) Building and Grounds

4090-330 B&G – Transportation

Ms. Johnston explained to the Board that the line item is no longer needed. She suggested the line item be deleted and what remains moved to the maintenance line item 4090-374.

4090-370 – B&G – Maintenance/repairs

Ms. Johnston explained the Township has been replacing the shades throughout the building. The Township would like to finish the remaining of the building. The vertical shades have met their life span. They also have become a heating, cooling, and security issue. The Board agreed that the blinds should be replaced.

Cooling Tower Project

Mr. McNichols informed the Board that the cooling tower will need to be replaced. The poor quality of the water has made the tower corrode. The total dissolved solids have given the tower a much shorter life span; the Tower was replaced in 2007. The new proposed cooling tower is made out of a lot more stainless steel and it is much more efficient electronically. Mrs. O'Leary questioned if we will need to bid this out. Ms. Johnston explained the project would not need to be bid if the quote is used because the company is on COSTARS.

Public Water Line Project

Ms. Johnston stated it is estimated the sewer fund will be 47% of the project because of sewer main replacement in concert with the water line project. General Fund is estimated to contribute 53%. Ms. Johnston stated this is a preliminary estimate when looking at the breakdown. The water line would start in 2020 and most likely would be completed in 2021. The reimbursement grant will need to be done by 12/31/2021. The Township is not able to apply for the grant until the water line is installed.

Salt/Anti-skid Shed

Mr. McNichols stated the mixed shed needs to be replaced, otherwise it will be a MS4 violation if the Township does not have one. Mr. McNichols stated he received a quote from Brecknock Builders and the quote has been guaranteed. Mr. McNichols stated he will confirm that Brecknock Builders is on COSTARS. Ms. Johnston stated the mix shed will be repositioned and made safer for the employees.

Phone System Server

Ms. Johnston stated the two phone servers are out of warranty and funds should be budgeted for new ones.

2) Highway

Ms. Johnston explained to the Board how she views the potential new management position. The person is analogous to a project manager who would be in charge of the ongoing documentation for MS4, the consent order agreement, intermunicipal sewer and water agreements and all of the meetings that come with those projects. They would be in charge of the quarterly sewer bill for the City of Reading, and the GIS and its databases. This person would be computer and tech savvy, they will also have a vehicle made available to them. Mr. Setley noted, if the Board wants this position to be a management position, the person would need to be a supervisor. This position would be considered the administrative arm of the Public Works.

Storm Sewer

Ms. Johnston informed the Board that the weather over the past 2 years has vastly affected this group of line items. There have been a number of emergency projects that needed to take place. The Township is still waiting on the DEP Permit with the Wyomissing Creek Watershed Coalition projects. The Township has obligations in regards to the WCWC group that will need to be met when the permit is received.

Mrs. O'Leary questioned why the guiderails line item was budgeted at \$12,000.00 when only \$4,000.00 was used. Mr. McNichols explained to the Board that the Township is short staffed and the vendor that the Township was working with recently went out of business.

4320-330

Ms. Johnston stated there was a typo in the 2019 budget. The amount should be budgeted at \$20,000.00.

Capital LED Street Light

Ms. Johnston thanked Mr. Setley for his help with transferring the PP&L street lights as a cost savings has already been achieved. The Township now owns 221 former PPL street lights. With respect to Met Ed energized lights, some of those we only own the poles and wires and Met Ed owns the luminaire.

4340-372 HWY – Traffic Signal Maintenance

Mr. McNichols explained to the Board that the traffic light at the Ollies from the 1970s is near failure. The controller box and wiring will need to be replaced. The electronics within the unit are from the 1980s. Mr. McNichols stated he did receive a quote for the repair in the amount of \$27,500.00. Ms. Johnston stated she has tentatively budgeted another \$40,000.00 for the year 2020 as a place holder to be able to rewire another traffic light. More investigation will need to take place on which light would be next, but Ms. Johnston recommended the traffic light at the Sturgis Pretzel Factory on Lancaster Pike.

ON MOTION OF MR. MILLER, SECOND OF MR. THOMPSON, A UNANIMOUS VOTE AUTHORIZING THE TOWNSHIP TO REPAIR THE WIRING OF THE TRAFFIC LIGHT AT RT 724 AND RT 222, NOT TO EXCEED \$28,000.00.

Ms. Johnston stated that, if the Township wants to go for a complete reconstruction of one of these traffic lights, it could cost \$500,000. The light at Jefferson and Fritztown, in order to meet PennDOT specs, the Township would need to remove the old stone pillars that are currently there. The handicap crossings would also need to be replaced. It is recommended to start doing some maintenance work on these traffic signals before it becomes a full reconstruction.

4390-313 – HWY – Engineering Construction

Ms. Johnston pointed out to the Board that the Township is anticipating paying some money out in the near future for the slope failures that have occurred on Church Road and Yorkshire Road.

Capital

Ms. Johnston stated the Township had discussed doing Oregon Road in 2020. She stated the Board can pick what other roads to do, as there are many roads that could choose to focus on next year. Ms. Johnston did inform the Board that Liquid Fuels is not increasing next year; it will be around \$515,000.00. The Township would have \$385,000.00 towards some roadwork and then the other funds would come from the General Fund. The remaining funds from Liquid Fuels is allocated to road salt, antiskid, and patching of the roads. The Board will be given a potential list of roads at the next budget meeting.

ON MOTION OF MRS. HOOVER, SECOND OF MR. MILLER, A UNANIMOUS VOTE APPROVING THE CHANGE ORDER FOR BROAD STREET.

3) Sewer

8401-300- Sewer – Contracted Services

Ms. Johnston stated this line item is for the renting of the flow meters for the feasibility study to be able to go around Kenhorst.

8401-310 – Sewer – Right of way Maintenance

Mr. McNichols informed the Board that the Township has 11 miles of sewer within rights of ways.

8421-369 – Sewer – Grouting & Repair

8421-370 – Sewer – Maintenance of System

Ms. Johnston directed the Board's attention to the line items for TV/grouting and maintenance of system. The line items were inflated last year to assist with the reduction of rain water within the system. The Township anticipates this will be part of the Consent Order, so it was recommended that the line items continue to be budgeted in a higher amounts so the work continues. Mr. Setley noted that reducing the City of Reading treatment charge was also a motivation for the Township to continue to perform such work.

8480-211- Sewer Engineering

Ms. Johnston recommended a high amount to be budgeted for sewer engineering, considering the amount of sewer projects that are occurring within the Township.

809 Fund

Ms. Johnston budgeted \$2.5 Million in building and repair of sewers. The Board of Commissioners did not object to this proposal.

Mrs. O'Leary questioned if there is additional money available to be transferred to the Capital Fund. Ms. Johnston requested the Township wait to evaluate the amount until after the last City of Reading treatment bill is paid.

Ms. Johnston recommended not increasing the sewer rate for next year at this time, and reevaluate the decision throughout the year as sewer capital projects are completed. The Board of Commissioner agreed with this sentiment.

Ms. Johnston thanked Mrs. Carpenter and her staff on their hard work with handling the 2 accounts/separate dwelling unit bills, as well as all of the delinquent accounts.

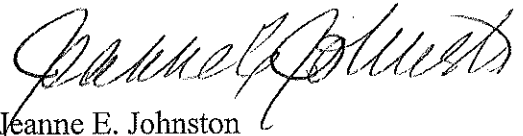
CORRESPONDENCE

A) Reading Eagle – Proof of publication for the 2020 Budget Meetings, dated 9/23/2019

ADJOURNMENT

**ON MOTION OF MR. BATDORF, SECOND OF MRS. HOOVER, A UNANIMOUS
VOTE TO ADJOURN THE MEETING AT 8:09 P.M.**

Respectfully Submitted,



Jeanne E. Johnston
Assistant Secretary