

**CUMRU TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING NOVEMBER 19, 2019**

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 Sheri Hoover, William B Miller, David J. Batdorf, and Michael Thompson. Also attending were Chief of Police 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, and Joseph P. Rogosky of Great Valley Consultants.

This meeting is being recorded for the purpose of assisting in the preparation of meeting minutes. The audio file of the meeting will be destroyed after official meeting minutes for this meeting have been adopted.

Pledge to the Flag.

PUBLIC

Attendance: Brent Erb of Nolde Forest, James Williamson of 1461 Old Lancaster Pike, Frank Watts and Terry Stehman for Green Hills Corporate Center.

A) Green Hills Corporate Center – Building Permit Fee Schedule

Mr. Terry Stehman of Green Hills Corporate Center and Mr. Frank Watts from Burkey Construction were present for discussion. They expressed to the Board their concern with the change in the building permit fee schedule. They believe that the fee of 1% of cost that would be due for their \$5 million HVAC Replacement project would be an exorbitant amount. They requested relief from the building permit fees for their project that are for \$ 2 million in replacement cost; only \$3 million is new building cost. Ms. Johnston stated the Codes Department and the Commercial Electrical Inspector would need to weigh in on what would be deemed maintenance and what would be considered new construction. Mr. Setley stated the idea of the fee schedule is that the cost of the inspection and permits cover the actual cost to the Township for the duration of the project. Ms. Johnston suggested a meeting with the Codes Department and the property owner to discuss this matter further.

SOUTHERN BERKS REGIONAL EMS

A) Monthly Report – October 2019

Mr. Malcom Cole was present for discussion. Mr. Cole stated there were 175 calls for the month of October, while in September the call volume was 160. Southern Berks Regional had a profit of \$48,000.00 for the month of October and is projected to have \$98,000.00 profit for the year 2019. Mr. Cole informed the Board that the new ambulance was currently in service. Mr. Cole stated Southern Berks purchased 6 LUCAS devices for their department and they received the Township third payment for the year. Mr. Cole thanked the Township and the Board for the continued support.

TREASURER

A) Monthly Report – October 2019

Mrs. Carpenter informed the Board that the Township received some miscellaneous revenue, such as Traffic Impact Fees from the Kantner Lane Twins Subdivision. Mrs. Carpenter stated the Township received the 2018 Recycling Performance Grant.

TAX COLLECTOR

A) Monthly Report – October 2019

1) Year 2019 Real Estate

Balance collectable beginning of month - \$195,353.41

Cash collected - \$58,085.03

Balance collectable end of month - \$142,549.05

2) Year 2019 Real Estate Interim

Balance collectable beginning of month - \$14.55

Cash collected - \$775.85

Balance collectable end of month - \$1,069.87

3) Year 2019 SMP

Balance collectable beginning of month - \$3,375.00

Cash collected - \$779.25

Balance collectable end of the month - \$2,737.50

4) Year 2019 Refuse

Balance collectable beginning of month - \$48,390.00

Cash collected - \$12,392.95

Balance collectable end of the month - \$37,317.50

5) Year 2019 Per Capita

Balance collectable beginning of month - \$19,995.00

Cash collected - \$4,875.00

Balance collectable end of the month - \$14,795.00

APPROVE MINUTES

October 9, 2019 – Budget Meeting

October 15, 2019 – Regular Meeting

October 16, 2019 – Budget Meeting

October 29, 2019 – Budget Meeting

The Board of Commissioners deferred action on the minutes until the meeting on 12/17/2019.

CONSENT AGENDA

A) 2018-02 KANTNER LANE TWINS SUBDIVISION PLAN

(final) Owner: Keshet Zion Cemetery Association; Applicant: Brian K. Kobularcik
D/B/A B5K-K48; Agent: John W. Hoffert, PLS.; Kraft Engineering; Location: southeast
side of Kantner Lane, east of Deerfield drive; plan no. BKK-CMU-01; proposal

summary: construct 8 single family semi-detached dwelling units and 1 single family dwelling unit, utilizing public sewer and water facilities.

ACTION:

REAFFIRMED FINAL APPROVAL OF THE KANTNER LANE TWINS SUBDIVISION PLAN, SUBJECT TO RESOLUTION OF OUTSTANDING ITEMS IN GREAT VALLEY CONSULTANTS' REVIEW LETTER DATED 03/29/2019, INCLUDING PAYMENT OF ALL FEES.

B) 2017-12 EAST POINTE LOT 8 LAND DEVELOPMENT

(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.

ACTION:

REAFFIRMED FINAL APPROVAL OF THE EAST POINTE LOT 8 SUBDIVISION PLAN, SUBJECT TO RESOLUTION OF OUTSTANDING ITEMS IN GREAT VALLEY CONSULTANTS' REVIEW LETTER DATED 10/1/2018, INCLUDING PAYMENT OF ALL FEES.

C) 2018-01 GRANDE STORAGE LAND DEVELOPMENT PLAN

EXPIRATION DATE 8/04/2019

(final) Owner: Fiorino Grande; Applicant: Grande Land, LP; Agent: Stackhouse Bensinger, Inc.; Location: southwest corner of the intersection of Ridgeway Rd. and SR 724; plan no. 2017-071; proposal summary: install storage units

A) Grande Storage Land Development Plan. Revised Final, dated 04/15/2019

B) Letter from Great Valley Consultants re: plan review, dated 05/02/2019

C) Memorandum from Secretary re: Planning Commission recommended approval with conditions, dated 5/20/19

ACTION:

REAFFIRMED CONDITIONAL FINAL PLAN APPROVAL FOR THE GRANDE STORAGE LAND DEVELOPMENT PLAN. CONDITIONED UPON THE COMPLETION OF ANY OUTSTANDING ITEMS IN GREAT VALLEY CONSULTANTS' REVIEW LETTER, DATED 5/2/2019, INCLUDING PAYMENT OF TRAFFIC IMPACT FEES.

D) 2019-01 458 LEDGEROCK ROAD MINOR SUBDIVISION

EXPIRATION DATE 2/2/2020

(final) Owner: John & Ursula Beem; Applicant: John & Ursula Beem; Agent: Ludgate Engineering Corporation; Location: 458 Ledgerock Road; plan no. D-1700319; proposal summary: lots intended for single family dwellings.

ACTION:

RECOGNIZED 458 LEDGEROCK ROAD MINOR SUBDIVISION AS A NATURAL SUBDIVISION SINCE LEDGEROCK ROAD BISECTS THE TWO LOTS AND AUTHORIZE THE TOWNSHIP SECRETARY TO WRITE A LETTER TO THE BERKS COUNTY PLANNING COMMISSION CONVEYING SUCH, AS RECOMMEND BY THE PLANNING COMMISSION ON 11/04/2019.

E) Mail Shark II

ACTION:

ADOPTED A RESOLUTION TO WAIVE SUBDIVISION APPROVALS TO THE MAIL SHARK II PROJECT REGARDING THE ACQUISITION OF RIGHT OF WAY FOR THE REALIGNMENT OF FREEMANSVILLE ROAD, AS RECOMMENDED BY THE PLANNING COMMISSION ON 11/04/2019.

Public Works

A) Sewer Replacement Project 2019 – application for payment no. 1

ACTION:

AUTHORIZED APPLICATION FOR PAYMENT NO. 1 TO WEXCON IN THE AMOUNT OF \$109,232.28.

END OF CONSENT AGENDA

ON MOTION OF MR. BATDORF, SECOND OF MR. MILLER, A UNANIMOUS VOTE APPROVING THE CONSENT AGENDA.

DEPARTMENTS

Police Department

A) Monthly Report – October 2019

Chief Winchester advised the Board and the Public about thefts and attempted fraud occurring during this holiday season. Chief Winchester requested residents be vigilant with locking their car doors and making sure their packages are not left on the porch unattended.

Chief Winchester informed the Board 2 of the officers will be out of the academy next month and 2 officers have already started at the Township.

Fire Department

A) Monthly Report – October 2019

Chief Beane informed the Board of a late night Fire that occurred on High Blvd. possibly involving some unpermitted work being done on the house.

Administration

A) Codes Report- October 2019

Building Permits Issued- 12

Use Permits Issued- 3

Zoning Permits Issued- 11

Notices of Violations- 10

Citations Issued- 1
Violations complied - 9
Phone calls from contractors, realtors & public approximately- 186
Permit Inspections Done – 18
Inspections with the Fire Department – 2

B) Health Insurance Consortium Agreement Amendment
ON MOTION MR. MILLER, SECOND OF MR. BATDORF, A UNANIMOUS VOTE
APPROVING THE HEALTH INSURANCE CONSORTIUM AGREEMENT
AMENDMENT.

C) Mifflin Community Library
ON MOTION MR. MILLER, SECOND OF MR. BATDORF, A UNANIMOUS VOTE
APPROVING THE MIFFLIN COMMUNITY LIBRARY BOARD MEMBER
APPOINTMENT OF ALLISON KALBACH.

D) Concord Engagement Letter
ON MOTION OF MR. MILLER, SECOND OF MR. THOMPSON, A UNANIMOUS
VOTE APPROVING THE CONCORD ENGAGEMENT REGULATORY LETTER.

E) Reimbursement Resolution – Water Line Project
ON MOTION OF MR. BATDORF, SECOND OF MR. MILLER, A UNANIMOUS VOTE
ADOPTING THE REIMBURSEMENT RESOLUTION FOR THE WATER LINE
PROJECT; IF THE BOARD CHOOSES TO SUBSEQUENTLY FINANCE THE
PROJECT, THE BOARD CAN DO SO TAX EXEMPT.

F) Western Berks Refuse Authority – Final Audit
The Township received a final disbursement of approximately \$11,000.

G) Recreation
1) Breakfast with Santa 12/7/2019
2) Christmas card making 12/8/19 (free)

Public Works

A) Monthly Report – October 2019

B) Sewer Grants 2019 – Resolution

- 1) Cumru Township proposed grant applications
- 2) City of Reading request for letter of support

ON MOTION OF MR. MILLER, SECOND OF MR. THOMPSON, A UNANIMOUS
VOTE ADOPTING THE APPROPRIATE RESOLUTIONS FOR THE MANAGER TO
APPLY FOR THE SMALL WATER AND SEWER PROGRAM GRANT AND THE H2O
PA GRANT, WITH AMOUNTS TO BE DETERMINED BY TOWNSHIP STAFF.

Engineer

A) Slope Failures Church and Yorkshire Rds.

1) geotechnical reports

Mr. Rogosky informed the Board that the Geotechnical reports were received. The Study showed two different options to fix the slope failures, block walls or soil nails. The wall option would cause Church Road to be closed for an extended period of time, but may be more appropriate. Mr. Rogosky will inquire about cost comparisons.

B) Brecon Lane Storm sewer Facility – update

Mr. Rogosky informed the Board that the preconstruction meeting occurred that morning.

Solicitor

PAYMENTS OF BILLS

ON MOTION OF MR. MILLER, SECOND OF MR. BATDORF, A UNANIMOUS VOTE APPROVING THE PAYMENT OF BILLS FROM 10/18/2019, 11/01/2019, 10/24/2019–ACH, 11/08/2019, 10/25/2019, 11/04/2019 – PLGIT, 10/31/2019, 11/15/2019, 11/18/2019 – ACH.

CORRESPONDENCE

- A) Zoning Hearing Board Notification Summary for November
- B) Delaware River Basin Commission Notice for Public Hearing 11/13/2019
- C) Notice of Intent to Remediate 3 Seven Springs Dr.
- D) Berks County MS4 Steering Committee – Restore Pa grant program

COMMISSIONERS

A) 2020 Budget

- 1) Authorize advertisement of the 2020 budget
- 2) Authorize tax levy ordinance to be advertised

Ms. Johnston informed the Board that the millage for the General Fund could remain the same under the current 2020 budget proposal Ms. Johnston stated the refuse rate would increase by \$5 and the SMP fee would decrease by \$10 annually. The Township is projecting approximately \$9 million in general fund revenue. Ms. Johnston stated the Township was projected to have a deficit for this year, but the Township is now projected to stay in the black by quite a bit. Mrs. O’Leary stated the current budget is projecting a deficit of almost 2 mills.

Ms. Johnston agreed with Mrs. O’Leary that the current budget is considered deficit budgeting. She requested guidance from the Board on how to proceed. Mr. Thompson questioned if there was a way to trim \$1.6 million out of the budget, so that the Township is not deficit budgeting. Mr. Batdorf questioned how many capital projects are slated for the year 2020. Mrs. Carpenter informed Ms. Johnston and the Board that the transfer to capital would be \$1.4 million from the General Fund. Mr. Setley stated the deficit is almost all capital. He stated the

Board has 3 options to (1) not do the capital projects, (2) finance the projects, or (3) utilize the reserves.

Ms. Johnston went over the capital projects and the projected cost. Mrs. O'Leary and Mrs. Hoover requested Ms. Johnston change the budgeted number for the mix shed reconstruction line item from \$58,600.00 to \$82,040.00 to account for prevailing wage rates.

Mrs. O'Leary questioned why the vehicle insurance is expected to increase. Ms. Johnston explained to Mrs. O'Leary that the Township receives estimates from the insurance company on what the rates may be. The renewal date is in April, so the numbers may change from now until the Township actually renews the policies.

Mrs. O'Leary questioned if there needs to be an increase to any of the other millages. Ms. Johnston informed the Board that the ambulance fund is under water by a couple of a thousand dollars. She stated the Board could raise the millage by .005 to break even, but she would not recommend that close of a budget. The Board could increase it by .01 or .02 mills. The Board requested the millage be set at .27 mills for the ambulance fund.

Ms. Johnston questioned if the Township would be able to place the mix shed into the capital projects that would get financed by the drawdown loan. Mr. Setley stated the Township should delineate a list of what projects would utilize the loan.

ON MOTION OF MR. MILLER, SECOND OF MR. BATDORF, A UNANIMOUS VOTE AUTHORIZING THE ADVERTISEMENT OF THE 2020 BUDGET AND AUTHORIZING THE ADVERTISEMENT OF THE 2020 TAX LEVY ORDINANCE, ALL TAXES TO REMAIN THE SAME APART FROM THE AMBULANCE FUND MILLAGE TO INCREASE FROM .25 MILLS TO .27 MILLS.

B) Executive Session

8:10 p.m. – The Board of Commissioners went into executive session to discuss
1 personnel issue.

8:22 p.m. – The meeting reconvened. Mr. Setley stated that the Board of Commissioners had discussed 1 personnel issue to which the resolution is confidential.

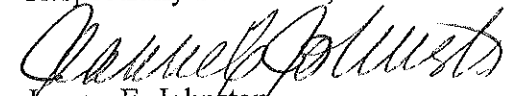
C) Reminders:

1) Township Offices closed for Thanksgiving Holiday, November 28 and 29, 2019

ADJOURNMENT

ON MOTION OF MR. BATDORF, SECOND OF MR. MILLER, A UNANIMOUS VOTE TO ADJOURN THE MEETING AT 8:24 P.M.

Respectfully Submitted,


Jeanne E. Johnston
Assistant Secretary