

**CUMRU TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING DECEMBER 18, 2018**

The Regular Meeting of the Cumru Township Board of Commissioners was called to order by President Ruth O’Leary at 7:02 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 Terry Naugle of Great Valley Consultants.

Pledge to the Flag.

PRESENTATIONS

A) Meritorious Service Award – Sergeant Laurence Gausch

Chief Winchester presented Sergeant Laurence Gausch with the Meritorious Service Award for his personal response to an incident involving an armed individual on 10/31/2018.

B) Certificate of Commendation – Sergeant Scott Bechtel and Officer Kyle Vincelli

Chief Winchester presented Sergeant Scott Bechtel and Officer Kyle Vincelli with Certificates of Commendation for their work in processing an armed robbery crime scene on 11/7/2018, which resulted in an arrest.

PUBLIC

A) David Pawolski of 18 Grouse Point Circle re: right of way – *not present*

SOUTHERN BERKS REGIONAL EMS

A) Monthly Report – November 2018

Malcolm Cole, SBREMS Executive Director, was present for discussion. Mrs. O’Leary requested that Mr. Cole look into why there is a \$140,000.00 difference in revenue between last year and this year. Mr. Cole shared with the Board that the union contract increased wages and there was a reduction in the number of calls for 2018. Mr. Miller questioned the vehicle depreciation. Mr. Cole explained to the Board that SBREMS added more vehicles this year and that is why the depreciation increased. Mr. Miller questioned how many other municipalities increased their contributions to SBREMS, as Cumru had for the budget year 2019. Mr. Cole informed the Board that no other municipalities increased their contributions to SBREMS. Mrs. O’Leary questioned if SBREMS has a long term plan, such as a 5/10/15 year plan, to replace their vehicles. Mr. Cole stated the plan was to purchase one new vehicle each year.

B) Agreement for EMS Services

1) extended to 12/31/18 on 3/20/18

**ON MOTION OF MRS. HOOVER, SECOND OF MR. BATDORF, A UNANIMOUS
VOTE TO EXTEND THE CONTRACT WITH SOUTHERN BERKS REGIONAL EMS**

AT A 2019 CONTRIBUTION AMOUNT OF \$180,000, AS AMENDED, SUBJECT TO FURTHER NEGOTIATIONS OF THE CONTRACT.

TREASURER

A) Monthly Report – November 2018

Ms. Johnston informed the Board that the November sewer treatment payment was over \$1 million, the highest ever paid, due to the record breaking rains this year.

TAX COLLECTOR

A) November 2018 Report

1) Year 2018 Real Estate

Balance collectable beginning of month – \$137,275.53

Cash collected - \$9,181.12

Balance collectable end of month - \$128,929.07

2) Year 2018 Refuse

Balance collectable beginning of month - \$29,460.00

Cash collected - \$2,112.80

Balance collectable end of the month - \$27,500.00

3) Year 2018 SMP

Balance collectable beginning of month - \$2,775.00

Cash collected - \$247.50

Balance collectable end of the month - \$2,550.00

4) Year 2018 Real Estate Interim

Balance collectable beginning of month – \$14,043.98

Cash collected - \$13,046.37

Balance collectable end of the month - \$732.85

5) Year 2018 Per Capita

Balance collectable beginning of month – \$13,040.00

Cash collected - \$1,941.50

Balance collectable end of the month - \$11,225.00

APPROVE MINUTES

ON MOTION OF MR. GOTTSCHALL, SECOND OF MRS. HOOVER, A UNANIMOUS VOTE APPROVING THE MINUTES FROM 10/17/2018 – BUDGET MEETING, 10/24/18 – BUDGET MEETING, AND 11/20/2018 – REGULAR MEETING.

CONSENT AGENDA

TAX COLLECTOR

2019 TAX BILLS

ACTION:

AUTHORIZED EXECUTION OF AN AGREEMENT WITH BERKS COUNTY FOR THE PRINTING OF 2019 REAL ESTATE TAX, REFUSE FUND, AND SEWAGE MANAGEMENT PROGRAM FUND BILLS, AND REIMBURSEMENT TO BERKS COUNTY FOR THE APPROPRIATE PORTION OF THE COST.

2019 BUDGET

ADOPT THE 2019 BUDGET

1) budget advertised 11/27/2018

ACTION:

ADOPTED THE 2019 BUDGET, AS ADVERTISED.

ACTION:

AUTHORIZED ORDERS IN DECEMBER 2018 FOR ITEMS TO BE EXPENSED FROM THE 2019 BUDGET, AS FOLLOWS:

- 1) **HIGHWAY DEPARTMENT – REPLACEMENT VEHICLE 71, 4-TON DUMP TRUCK WITH PLOW, IN AN AMOUNT NOT TO EXCEED \$92,024.00, TO BE PAID OUT FROM CAPITAL FUND WITH HIGHWAY DEPARTMENT CAPITAL TRANSFER;**
- 2) **HIGHWAY DEPARTMENT – REPLACEMENT VEHICLE 73, 4-TON DUMP TRUCK WITH PLOW, IN AN AMOUNT NOT TO EXCEED \$92,024.00, TO BE PAID OUT FROM CAPITAL FUND WITH HIGHWAY DEPARTMENT CAPITAL TRANSFER;**
- 3) **HIGHWAY DEPARTMENT – LOADER, IN THE AMOUNT NOT TO EXCEED \$182,000.00, TO BE PAID OUT FROM CAPITAL PROJECTS, SEWER OPERATIONS CAPITAL, AND REFUSE FUND WITH TRANSFERS AS FOLLOWS:**
 - a) **\$62,650.00 FROM THE GENERAL FUND HIGHWAY DEPARTMENT**
 - b) **\$62,650.00 FROM THE SEWER FUND**
 - c) **\$56,700.00 FROM THE REFUSE FUND**
- 4) **HIGHWAY DEPARTMENT – BUCKET TRUCK, IN AN AMOUNT NOT TO EXCEED \$90,000, TO BE PAID OUT FROM CAPITAL FUND WITH TRANSFERS AS FOLLOWS:**
 - a) **\$45,000.00 FROM HIGHWAY DEPARTMENT**
 - b) **\$45,000.00 FROM BUILDINGS AND GROUNDS DEPARTMENT**
- 5) **SEWER DEPARTMENT – REPLACEMENT VEHICLE 91, SEWER UTILITY TRUCK, IN AN AMOUNT NOT TO EXCEED \$70,000.00, TO BE PAID OUT OF SEWER OPERATIONS CAPITAL WITH TRANSFER FROM THE SEWER FUND.**

ADOPT THE 2019 REAL ESTATE TAX LEVY

1) 2019 real estate tax levy ordinance advertised 12/6/2018

ACTION:

ADOPTED THE 2019 REAL ESTATE TAX LEVY BY ORDINANCE AS ADVERTISED ON DECEMBER 6, 2018, INCLUDING 4.645 MILLS FOR GENERAL PURPOSES, .335 MIL FOR DEBT SERVICE, 1.23 MILLS FOR FIRE SERVICES, AND .25 MIL FOR AMBULANCE SERVICE.

No change in general fund and debt service fund millage. Fire fund millage increasing from 1.0 mil to 1.23 mil. Ambulance fund millage increasing from 0.22 mil to 0.25 mil.

ADOPT THE 2019 REFUSE FEE

ACTION:

ADOPTED A RESOLUTION ESTABLISHING THE 2019 REFUSE COLLECTION FEE SCHEDULE, INCLUDING \$205.00 FOR A DWELLING WITH 2 OR MORE ADULT OCCUPANTS AND \$185.00 FOR A DWELLING WITH A SINGLE ADULT OCCUPANT.

Previous rate schedule, \$180 two adults and \$160 for one adult, was in effect for 2018.

ADOPT THE 2019 SEWAGE MANAGEMENT PROGRAM AND FEE

A) Fee Administration

- 1) draft resolution for rate schedule

ACTION:

ADOPTED A RESOLUTION ESTABLISHING THE 2019 SEWER MANAGEMENT PROGRAM FEE AT AN AMOUNT OF \$75.00.

No change from 2017 and 2018.

2019 PAYMENTS OF BILLS - GENERAL

ACTION:

AUTHORIZED THE STAFF TO SATISFY THE ORDINARY AND ROUTINE OBLIGATIONS INCURRED BY THE TOWNSHIP IN ORDER TO TAKE ADVANTAGE OF DISCOUNTS AND ALLOWANCES, AND TO AVOID DELINQUENT PENALTIES AND CARRYING CHARGES.

INVESTMENTS

ACTION:

AUTHORIZED THE TREASURER TO INVEST FUNDS AS SHE DEEMS APPROPRIATE, IN CONSULTATION WITH THE MANAGER.

POLICE PENSION EMPLOYEE CONTRIBUTION

ACTION:

ADOPTED A RESOLUTION ESTABLISHING THE 2019 POLICE PENSION EMPLOYEE CONTRIBUTION AS 4%, IN ACCORDANCE WITH THE ACT 111 ARBITRATION DECISION OF 2/4/2015.

APPOINT AUDITOR FOR FY 2018

- 1) engagement letter from Herbein+Co. received 12/17/2018
- 2) draft resolution

ACTION:

ADOPTED A RESOLUTION APPOINTING HERBEIN+CO. THE AUDITOR FOR FY 2018.

PLANS

RAHNS SOUTH READING TRUCK SHOP

ACTION:

AUTHORIZED EXECUTION OF THE HOLDING TANK AGREEMENT.

KANTNER LANE TWINS SUBDIVISION PLAN

2018-02 KANTNER LANE TWINS SUBDIVISION PLAN

EXPIRATION DATE 12/31/2018

(preliminary) 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, utilizing public sewer and water facilities.

- 1) Planning Modules Submitted
- 2) Letter from John Hoffert Surveying re: planning module submission, dated 12/3/2018

ACTION:

ADOPTED THE SEWAGE PLANNING MODULE RESOLUTION FOR THE KANTNER LANE TWINS SUBDIVISION PLAN.

- 3) Memorandum from Secretary re: Planning Commission recommended approval with conditions, dated 12/18/18

ACTION:

GRANTED CONDITIONAL FINAL PLAN APPROVAL FOR THE KANTNER LANE TWINS SUBDIVISION PLAN, SUBJECT TO RESOLUTION OF OUTSTANDING ITEMS IN GREAT VALLEY CONSULTANTS' REVIEW LETTER DATED 11/30/2018.

2018-01 GRANDE STORAGE LAND DEVELOPMENT PLAN

EXPIRATION DATE 4/15/2019

(sketch) 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.

ACTION:

GRANTED WAIVERS TO THE SUBDIVISION AND LAND DEVELOPMENT ORDINANCE FOR THE GRANDE STORAGE LAND DEVELOPMENT PLAN, AS DESCRIBED IN THE STACKHOUSE BENSINGER WAIVER REQUEST LETTER, DATED 11/12/2018. CONDITIONED ON THE SATISFACTORY REVIEW OF PEAK P.M. TRIP INFORMATION PROVIDED TO GREAT VALLEY CONSULTANTS FOR SECTION 407(A).

END OF CONSENT AGENDA

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

DEPARTMENTS

Police Department

A) Monthly Report – November 2018

B) Press Releases

C) Assignment Transfers

ON MOTION OF MRS. HOOVER, SECOND OF MR. GOTTSCHALL, A UNANIMOUS VOTE TO ACCEPT THE ASSIGNMENT TRANSFER OF MATTHEW SHUGARS OF THE CRIMINAL INVESTIGATIONS DIVISION WITH THE RANK OF DETECTIVE TO THE PATROL DIVISION WITH THE NEW RANK OF FIRST CLASS POLICE OFFICER TO BE RETROACTIVE FROM 12/3/2018.

ON MOTION OF MRS. HOOVER, SECOND OF MR. MILLER, A UNANIMOUS VOTE APPROVING THE TEMPORARY TRANSFERS OF TWO PATROL OFFICERS TO THE CRIMINAL INVESTIGATION UNIT, ONE TRANSFER BEING JANUARY 2019 FOR A DURATION OF SIX MONTHS, THE SECOND TRANSFER BEING IN JUNE 2019 FOR A DURATION OF SIX MONTHS.

D) Animal Rescue League – Update

ON MOTION OF MR. MILLER, SECOND OF MR. GOTTSCHALL, A UNANIMOUS VOTE AUTHORIZING THE EXECUTION OF THE ANIMAL RESCUE LEAGUE 2019 AGREEMENT IN THE AMOUNT OF \$2.00 PER CAPITA AND AUTHORIZING JEANNE JOHNSTON TO ATTEND ARL MEETINGS, AS THE TOWNSHIP REPRESENTATIVE.

Fire Department

A) Monthly Report – November 2018

B) Savings Transfer 2018

The Board of Commissioners all agreed that the savings transfer is to be made per Township staff's direction, up to an additional \$120,000.

C) Santa Run 2018

Chief Beane informed the Board that the Santa Run route had been posted to the Facebook page as well as the Township website.

D) Fire Station

Mrs. O'Leary questioned the progress of the Fire Station. Chief Beane stated the Township is anticipating a second geotechnical report to be produced in mid-January by the site engineers. Ms. Johnston also informed the Board that a meeting was held with the DEP regarding the 2 grants that the Township received.

Administration

A) Codes Report- November 2018

- Building Permits Issued- 5
- Use Permits Issued- 1
- Zoning Permits Issued- 5
- Notices of Violations- 17
- Citations issued- 0
- Violations complied- 19
- Phone calls from contractors, realtors & public approximately- 177
- Permit Inspections Done – 21
- Inspections with the Fire Department – 3

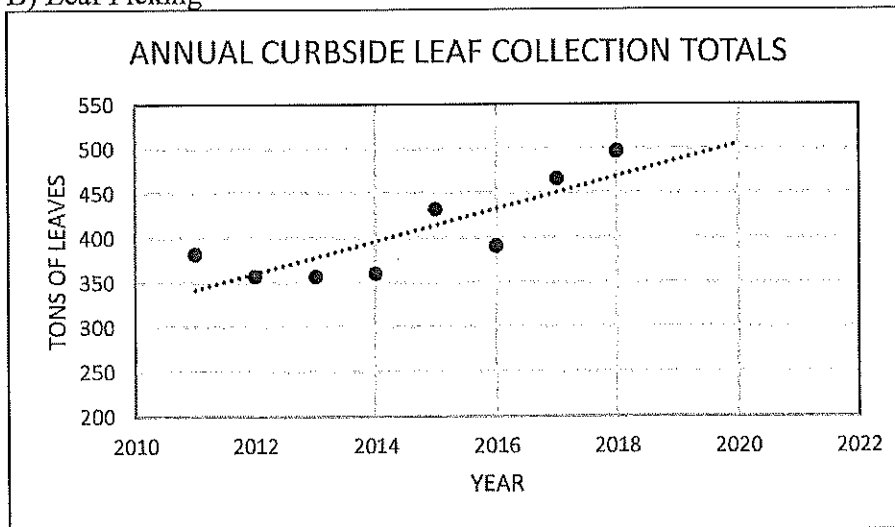
B) Fulton Bank

Ms. Johnston informed the Board that Fulton Bank proposed a change to how Act 72 collateral is provided for the bank accounts. The change does not provide a revenue advantage to the Township since interest rates are now competitive at other financial institutions. Mr. Setley stated the Board has already given consent to the Business/Personnel Administrator to make financial decisions in the best interest of the Township.

Public Works

A) Monthly Report – November 2018

B) Leaf Picking



Mr. McNichols informed the Board that 493 tons of leaves were collected in 2018. Ms. Johnston explained to the Board the Township is currently in an advantageous relationship with Ridgewood Soils for utilizing the leaves, since Ridgewood Soils has the appropriate permit. Although collecting more leaves each year is consistent with recycling goals, if the Township ever loses the option of taking leaves to Ridgewood Soils, it could cost a significant amount of money to dispose of leaves.

C) Hampshire Rd. Culvert Replacement

ON MOTION OF MR. GOTTSCHALL, SECOND OF MR. BATDORF, A UNANIMOUS VOTE TO APPROVE PAYMENT APPLICATION NO. 1 TO CONSTRUCTION MASTERS FOR THE HAMPSHIRE ROAD CULVERT REPLACEMENT IN THE AMOUNT OF \$47,424.00.

D) Angelica Interceptor - Corrective Action Plan

ON MOTION OF MR. MILLER, SECOND OF MR. BATDORF, A UNANIMOUS VOTE APPROVING THE CORRECTIVE ACTION PLAN AND AUTHORIZING STAFF TO SEND THE PLAN TO THE DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR THEIR REVIEW.

Engineer

Mr. Naugle informed the Board that Great Valley Consultants has started the 2019 street work specifications.

Solicitor

PAYMENTS OF BILLS

ON MOTION MR. GOTTSCHALL, SECOND OF MR. BATDORF, A UNANIMOUS VOTE APPROVING THE PAYMENT OF BILLS FROM 11/20/2018, 11/28/2018 – CAPITAL, 11/29/2018 – PLGIT, 11/30/2018 – CITY OF READING SEWER PAYMENT, 11/30/2018, 12/03/2018, 12/07/2018, 12/14/2018.

CORRESPONDENCE

A) Zoning Hearing Board notice for 1/8/2019

COMMISSIONERS

A) Vacancies/Expirations of Terms

ON MOTION MR. BATDORF, SECOND OF MR. MILLER, A UNANIMOUS VOTE TO REAPPOINT ALL OF THE EXPIRATIONS OF TERMS.

B) Reminders:

- 1) Offices closed for holiday - half day on 12/24/2018 and full day on 12/25/2018
- 2) Offices closed for holiday - half day on 12/31/2018 and full day on 1/1/2019

C) Executive session

8:07 p.m. – The Board of Commissioners went into executive session to discuss 3 personnel matters, 1 real estate issue and 1 labor matter.

8:41 p.m. – The meeting reconvened. Mr. Setley stated that the Board of Commissioners had

discussed 1 labor matter, 1 real estate and 2 personnel issues. All items remain pending or are being referred to Township staff.

Mr. Miller suggested emails be sent to the other Commissioners regarding what is to be discussed at the liaison meetings. That way, other Commissioners may ask the liaisons questions and everyone is kept informed of what is being discussed in liaison meetings.

ON MOTION OF MRS. HOOVER, SECOND OF MR. BATDORF, A UNANIMOUS VOTE ESTABLISHING COMPENSATION FOR MANAGEMENT CONSISTENT WITH THE TREASURER'S RECOMMENDATIONS.

ADJOURNMENT

ON MOTION OF MR. GOTTSCHALL, SECOND OF MR. BATDORF, A UNANIMOUS VOTE TO ADJOURN THE MEETING AT 8:46 P.M.

Respectfully submitted,



Latoya Procopio
Secretary