

**CUMRU TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING**

JULY 19, 2016

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, Lorri K. Swan and Tony J. Sacco. Also attending were Solicitor Michael A. Setley, Chief of Police Madison Winchester, Superintendent of Public Works Robert McNichols, Jr., Assistant Superintendent of Public Works James A. Bean, Business/Personnel Administrator Peggy A. Carpenter, Recreation Director Samson Gausch, Manager Jeanne E. Johnston, Secretary Latoya Procopio and Joseph P. Rogosky of Great Valley Consultants.

Pledge to the Flag.

PUBLIC

Attendance: Danielle Fox of the Flying Hills Company, Anthony Orozco of the Reading Eagle, James Williamson, and Bob Snyder.

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

TREASURER

A) Second Quarter Budget Report

Ms. Johnston presented the 2016 Second Quarter Financial Report. The real estate and earned income tax revenue for the general fund are in line with prior year's revenue amount at this time. Building permits and fine revenue has increased since last year. The Fire and Sewer Fund revenue are in line with prior year's budget during the second quarter.

The expenses for the demolition of the Poplar Neck Bridge over Norfolk Southern and the rerouting of Poplar Neck Rd. have been ongoing. The expenses for the water purity system and long line painting is almost at the budgeted amount for the year.

At the end of 2015, the Township transferred \$500,000.00 into the Sewer Capital fund. For the Elkins Avenue emergency sewer line repair and subsequent paving, the Township will have paid an estimated \$157,690.00 out of Sewer Capital. It is estimated that the Township will pay \$152,178.00 for the Pine Woods Court Sewer line repair.

APPROVE MINUTES

**ON MOTION OF MR. GOTTSCHALL, SECOND OF MRS. HOOVER, A UNANIMOUS
VOTE APPROVING THE MINUTES OF 06/21/2016.**

CONSENT AGENDA

Administration

A) Continuing Disclosure Requirement

- 1) draft agreement

ACTION:

AUTHORIZED EXECUTION OF AN AGREEMENT WITH CONCORD PUBLIC FINANCE TO PROVIDE SERVICES IN RELATION TO THE CONTINUING DISCLOSURE REQUIREMENT AT AN ANNUAL COST OF \$2,500.

B) Berks County Cooperative Purchasing Council Representatives

- 1) draft resolution update – add Secretary as Alternate Representative

ACTION:

ADOPTED A RESOLUTION ADDING THE SECRETARY AS AN ALTERNATE REPRESENTATIVE FOR CUMRU TOWNSHIP TO THE BERKS COUNTY JOINT PURCHASING COUNCIL.

C) Recycling Equipment Grant

- 1) grant agreement

ACTION:

AUTHORIZED EXECUTION OF A SECTION 902 RECYCLING EQUIPMENT GRANT AGREEMENT WITH THE PaDEP TO INCLUDE LEAF VACUUM MACHINES, FOR A TOTAL COST OF \$72,288.00, WITH \$65,059.00 TO BE PAID BY PaDEP AND \$7,229.00 TO BE PAID BY CUMRU TOWNSHIP.

Public Works

A) Demolition of Barn – emergency declaration

- 1) Letter from Great Valley Consultants re: structural instability of barn, dated 7/8/2016
- 2) quote from Empire Services re: cost of demolition and PaDEP filing

ACTIONS:

- 1) **DECLARED THE DEMOLITION OF THE BARN ADJACENT TO THE RECREATION BUILDING TO HAVE BEEN AN EMERGENCY PROJECT;**
- 2) **RATIFIED ACTIONS TAKEN BY TOWNSHIP STAFF TO REMOVE THE STRUCTURE IN THE INTEREST OF PUBLIC SAFETY;**
- 3) **AUTHORIZED A QUOTE BY EMPIRE SERVICES OF \$16,887 FOR DEMOLITION OF THE BARN, DISPOSAL OF MATERIALS, AND PaDEP FILINGS.**

END OF CONSENT AGENDA

ON MOTION OF MRS. SWAN, SECOND OF MR. GOTTSCHALL, A UNANIMOUS VOTE APPROVING THE CONSENT AGENDA.

DEPARTMENTS

Administration

A) Codes Department Monthly Report –June 2016

- Building Permits Issued-13
 - Electrical Permits Issued-4
 - Mechanical Permits Issued-1
 - Plumbing Permits Issued-1
 - Sign Permits Issued-1

- Pool Permits Issued-2
- Soliciting Permits Issued- 3
- Use Permits Issued- 5
- Zoning Permits Issued-12
- Notice of Violations-33
- Landlord Tenant Letters-4
- Phone calls from Contractors, realtors & home owners- approximately 197
- Business License letters sent out-2
- Permits Finalized-14
- Permits Inspections Done-11
- Inspections with the Fire Department-6

B) PPL Streetlight Acquisition

- 1) bid specifications for make ready work advertised 7/19/16 and 7/26/16
- 2) bid opening 8/10/16

C) Met Ed Streetlights – proposed rate increase

Ms. Johnston informed the Board that Met Ed has applied for a substantial rate increase in 2017, to include rates for streetlights borne by municipalities. Rates were increased by Met Ed in 2015. Due to the proposed rate increase less than 1 year from the last increase, the PUC will be holding a public hearing at the Inn at Reading on 07/21/2016. The Board authorized the Township Manager, Jeanne Johnston, to attend the hearing on behalf of the Township and testify against the streetlight rate increases.

Recreation Department

A) Monthly Report

Police Department

A) Monthly Report – June 2016

Chief Winchester informed the Board that the New Holland Road shooting was still being actively pursued by the Police Department. An arrest was made in a burglary on Vermont Road. Chief Winchester informed the Board about the crime mapping website, to which there is a link on the Cumru Township website under the police department tab.

B) Squad Room Renovations – work stations

- 1) floor completed – authorized 5/31/16; to be paid out of Equitable Sharing
- 2) quote for work stations – proposed out of Equitable Sharing

VENDOR	AMOUNT
Office Service	\$10,484.47
Ethosource	No quote
Furniture Soup	Items not to spec

Mr. Beane informed the Board that several quotes were requested for the police department work stations, however only one vendor responded with an amount for the setup that was specified. Mr. Beane explained to the Board that the quote from Office Service is on state contract and would take 4 to 6 weeks to deliver.

ON MOTION OF MRS. HOOVER, SECOND OF MR. GOTTSCHALL, A UNANIMOUS VOTE ACCEPTING THE QUOTE FOR SQUAD ROOM WORK STATIONS FROM OFFICE SERVICE FOR \$10,484.47 AND AUTHORIZING STAFF TO MAKE THE PURCHASE.

C) Replacement Quote for Car 36

1) proposed not to exceed \$37,000 out of Equitable Sharing

Chief Winchester stated that the replacement for car 36 is still in line with the strategic plan to reduce the fleet by 3 vehicles.

ON MOTION OF MR. GOTTSCHALL, SECOND OF MRS. HOOVER, A UNANIMOUS VOTE APPROVING THE REPLACEMENT QUOTE FOR CAR 36, NOT TO EXCEED \$37,000.00 AND TO BE PAID FOR FROM THE EQUITABLE SHARING FUND.

D) Rifle Sights

Chief Winchester explained to the Board that the rifle sights have been recalled and that the Township will receive a full refund. Rifle sights are necessary pieces of equipment. Chief Winchester stated that the new rifle sights would cost less than the recalled ones.

ON MOTION OF MRS. HOOVER, SECOND OF MRS. O'LEARY, A UNANIMOUS VOTE AUTHORIZING THE PURCHASE OF NEW RIFLE SIGHTS.

E) Community Outreach Meeting

Chief Winchester informed the Board that the first Community Outreach meeting date was set for August 3, 2016, from 6:00 p.m. to 8:00 p.m. at the Warren Recreation Center.

Fire Department

A) Fire Department Monthly Report – June 2016

Total Incidents - 54

Total Estimated Losses - \$50,600

Volunteers – 38 (-4)

Fire Safety Inspections – 12

Training Events - 6

B) Request for Qualifications (RFQ) for Master Planning and Design

1) responses being evaluated; defer until August meeting

Public Works

A) Pine Woods Court Sewer Line Replacement

1) recommendation from Municipal Authority to advertise bids

Mr. McNichols informed the Board that previous inspections revealed the 18-foot deep sewer pipe behind Pine Woods Court was cracked and displaced. He met with representatives from Flying Hills to inform them of the proposed new pipe and right of way location. The new main would be 6 to 8 feet deep, easier to maintain. The Municipal Authority recommended to the Board of Commissioners to proceed with the bid advertisement. The Board of Commissioners concurred with the Municipal Authority to advertise bids for the Pine Woods Court sewer line replacement.

B) Angelica Interceptor - update

- 1) recommendation from Municipal Authority to clean, televise, and joint test the Angelica Interceptor, conditioned upon 50% of the cost to be borne by Kenhorst Borough

The Board of Commissioners indicated that Mr. McNichols and the engineer should get an estimated cost and forward it to the Borough of Kenhorst.

C) SR625 Angelica Sewer Line Relocation – Update

- 1) Letter from DEP re: permit application, dated 7/5/2016
- 2) sewer engineer responding

Mr. McNichols informed the Board that the sewer line relocation was scheduled to start in August, subject to the PaDEP's review of the permit application. PennDOT has determined that they will reimburse Cumru Township for the vast majority of the project costs.

D) Poplar Neck Bridge over Norfolk Southern – update

- 1) removal of southern abutment in progress

Mr. McNichols informed the Board that the removal of the southern abutment would be finished within the next two days. The Township will have to extend the guiderail.

Engineer

A) Roadwork 2016

- 1) Change Order for Gougliersville Rd. phase 5 – storm water and turnaround area

Mr. Rogosky informed the Board that a 15 inch corrugated storm water pipe, 67 feet long, will need to be replaced during the Gougliersville road phase 5 project. The pipe outlets are effectively hidden behind landscaping and the homeowners informed the Township about the pipe's existence. Near this location, the Township also turns around at the Brecknock border during snow plowing operations. The estimated cost to replace the pipe and pave a turnaround area \$16,230.30.

ON MOTION OF MR. GOTTSCHALL, SECOND OF MRS. SWAN, A UNANIMOUS VOTE APPROVING THE CHANGE ORDER FOR GOUGLIERSVILLE ROAD PHASE 5, IN THE AMOUNT OF \$16,230.30.

Solicitor

A) Hawthorne Subdivision

- 1) Waiver of Conflict Letter

ON MOTION OF MRS. SWAN, SECOND OF MRS. HOOVER, A MAJORITY VOTE AUTHORIZING EXECUTION OF THE WAIVER OF CONFLICT LETTER FOR THE HAWTHORNE SUBDIVISION PLAN. ROLL CALL: MRS. HOOVER – YES; MR. SACCO – ABSTAIN; MR. GOTTSCHALL – YES; MRS. SWAN – YES; MRS. O'LEARY – YES.

CORRESPONDENCE

- A) Zoning Hearing Board Notification – Ulshafer Subdivision for July 12, 2016
- B) Letter from West Berks Landfill 2015 Annual Operation Report – estimated life of landfill is 10.5 Years
- C) Notice of Violation for holding tank – 3501 New Holland Road

PAYMENTS OF BILLS

ON MOTION OF MR. GOTTSCHALL, SECOND OF MRS. O'LEARY, A MAJORITY VOTE APPROVING THE PAYMENTS OF BILLS DATED: 06/30/2016, 06/3/2016 – IT, 06/30/2016 – IT ADDITIONAL, 07/01/2016 – BANK TRANSFERS, 07/08/2016, 07/08/2016 – FIRE UNIFORMS, AND 07/15/2016.

Mrs. Hoover abstained from 06/30/2016 – IT and 06/30/2016 – IT additional.

Mrs. O'Leary abstained from 07/08/2016 – fire uniforms.

COMMISSIONERS

A) Vacancies/Expirations of Terms

1) Civil Service Commission Alternate - 3 positions, 1 candidate: Scott Brady

ON MOTION OF MR. GOTTSCHALL, SECOND OF MRS. HOOVER, A UNANIMOUS VOTE APPOINTING SCOTT BRADY AS AN ALTERNATE FOR THE CIVIL SERVICE COMMISSION.

B) Executive Session


8:10 p.m. – The Board of Commissioners went into executive session to discuss two personnel matters and one labor issue.

8:44 p.m. – The meeting reconvened and Mrs. O'Leary stated that the Board of Commissioners discussed two personnel matters and one labor issue.

ADJOURNMENT

ON MOTION OF MRS. HOOVER, SECOND OF MR. GOTTSCHALL, A UNANIMOUS VOTE TO ADJOURN THE MEETING AT 8:45 P.M.

Respectfully Submitted,


Jeanne E. Johnston
Assistant Secretary