

**CUMRU TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING MAY 19, 2020**

The Regular Meeting of the Cumru Township Board of Commissioners was called to order by President William B. Miller at 7:00 p.m. Other Commissioners in attendance were Vice President Ruth A. O'Leary, David J. Batdorf, Sam Kalbach, and Chip Bilger. Also attending were Solicitor Michael A. Setley, 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, Township Secretary Latoya Procopio, and Joe 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

- A) David Robinson re: noise
-Was not present for discussion.

SOUTHERN BERKS REGIONAL EMS

- A) Monthly Report – March 2020
- B) Monthly Report – April 2020

APPROVE MINUTES

ON MOTION OF MR. BATDORF, SECOND OF MR. BILGER, A UNANIMOUS VOTE APPROVING THE MINUTES FROM FEBRUARY 18, 2020 – REGULAR MEETING, AND MARCH 17, 2020 – REGULAR MEETING.

Note: April's Board Meeting was canceled.

TREASURER

- A) Monthly Report – April 2020

TAX COLLECTOR

A) Real Estate Flat Tax Deadline - resolution

- 1) Berks County resolution extending flat RE tax deadline to 9/30/2020

ON MOTION OF MR. BILGER, SECOND OF MR. BATDORF, A UNANIMOUS VOTE ADOPTING THE RESOLUTION EXTENDING THE REAL ESTATE FLAT TAX DEADLINE TO 9/30/2020, IN COORDINATION WITH THE COUNTY OF BERKS.

B) April 2020 Report

1) Year 2020 Real Estate

Balance collectable beginning of month – \$4,945,568.91

Cash collected - \$4,226,599.20

Balance collectable end of month - \$632,711.05

2) Year 2020 Real Estate Interim

Balance collectable beginning of month - \$421.13

Cash collected - \$399.47

Balance collectable end of month - \$21.66

3) Year 2020 SMP

Balance collectable beginning of month - \$59,410.00

Cash collected - \$49,494.90

Balance collectable end of the month - \$8,905.00

4) Year 2020 Refuse

Balance collectable beginning of month - \$920,670.00

Cash collected - \$787,410.40

Balance collectable end of the month - \$117,190.00

CONSENT AGENDA

DECLARATION OF DISASTER EMERGENCY

- 1) PA state proclamation of disaster emergency re: COVID-19, dated 3/6/2020
- 2) national declaration of emergency re: COVID-19, dated 3/13/2020
- 3) PA stay at home order dated 4/1/2020
- 4) PA Dept. of Health order dated 4/15/2020
- 5) PA extension of stay at home order through 6/4/2020

ACTION:

REAFFIRMED RESOLUTIONS DATED 3/17/2020, 3/24/2020, 3/31/2020, 4/7/2020, 4/14/2020, 4/21/2020, 4/28/2020, 5/5/2020, 5/12/2020, AND 5/19/2020 FOR DECLARATIONS OF DISASTER EMERGENCY AND CONFERRING ON THE TOWNSHIP MANAGER, IN CONSULTATION WITH THE BOARD OF COMMISSIONERS' PRESIDENT, THE AUTHORITY TO CONTINUE TO ACT ON BEHALF OF THE BOARD OF COMMISSIONERS DURING THE ONGOING COVID-19 OUTBREAK.

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.

2018-01 GRANDE STORAGE LAND DEVELOPMENT PLAN

(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 CONDITONAL 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.

BRECON LANE STORM AND SANITARY SEWER REPLACEMENT

- 1) Letter from Great Valley Consultants re: Application for payment no. 3

ACTION:

AUTHORIZED PAYMENT APPLICATION NO. 3 TO CONSTRUCTION MASTERS SERVICES IN THE AMOUNT OF \$19,829.90.

EMERGENCY CULVERT REPLACEMENT - CHURCH ROAD

- 1) Letter from Great Valley Consultants re: 840 Church Road, dated 5/6/2020

ACTION:

AUTHORIZED PAYMENT APPLICATION NO. 1 TO BARWIS CONSTRUCTION IN THE AMOUNT OF \$22,540.00

END OF CONSENT AGENDA

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

DEPARTMENTS

Police Department

- A) Monthly Report – April 2020

Chief Winchester reported that the crime rate has been significantly lower due to the pandemic. With the reduction in calls for service, Chief Winchester informed the Board that the officers have been remaining visible to the public, but have also limited their exposure to the virus.

B) Civil Service Police Detective Testing and Promotion

**ON MOTION OF MR. BILGER, SECOND OF MR. BATDORF, A UNANIMOUS VOTE
RECOGNIZING AND RATIFYING THE PROMOTION OF ROBERT KELLY FROM
RANK OF POLICE OFFICER TO POLICE DETECTIVE, EFFECTIVE MAY 11, 2020.**

Chief Winchester thanked Mr. McNichols and Mr. Yost and the Public Works crew with the added measures to keep the police and staff safe during the pandemic.

Fire Department

A) Monthly Report – April 2020

Chief Beane informed the Board that call volumes were low, however, they did have a structure fire of a home with minimal smoke and water damage. Chief Beane explained that the cause for the fire had been undetermined.

B) Recreational Fires

Chief Beane explained to the Board that more recreational fires are occurring with the weather getting nicer. He stated it is not illegal to have a recreational fire as long as the required setbacks are abided by. The issue comes into play when residents start to burn items that are not classified under the guidelines of a burn permit. Chief Beane explained that some residents are burning mattresses and trash, which is illegal.

Administration

A) Codes Report – April 2020

Building Permits Issued- 6

Use Permits Issued- 0

Zoning Permits Issued- 3

Notices of Violations- 1

Citations issued- 0

Violations complied- 1

Phone calls from contractors, realtors & public approximately- 128

Permit Inspections Done – 11

B) 2020 Census Results by Count Committee

Ms. Johnston informed the Board that Cumru Township residents generally responded very well to the census. She encouraged any residents who have not responded to do so.

C) Reopening Pennsylvania COVID-19 Economic Recovery Plan

Ms. Johnston explained to the Board that the recovery phase of the County does not affect any requirements to wear masks or to social distance. The phases are an economic issue, not health department regulations.

D) 2020 Election Primary – moved to June 2, 2020

E) 2020 Real Estate Tax Bill – request for exoneration

1) Letter from Sagar V. Shah of Best Western Plus

F) 2020 Budget – proposed revisions

1) Memorandum from Manager dated 5/17/2020

ON MOTION OF MR. BILGER, SECOND OF MR. KALBACH, ADOPTED 2020 BUDGET REVISIONS WITH RESPECT TO THE COVID-19 STATE OF DISASTER EMERGENCY, AS RECOMMENDED BY THE MANAGER IN A MEMORANDUM DATED 5/17/2020, INCLUDING, BUT NOT LIMITED TO THE FOLLOWING ITEMS:

- 1) **AUTHORIZED TRANSFER OF \$74,200 OUT OF 4100-120, WITH \$37,100 FOR LINE ITEM 5020-007 AND \$37,100 FOR 5020-008, FOR POLICE NON-PATROL VEHICLES.**
- 2) **REAFFIRMED FUND TRANSFER OF \$5,250 FROM 4320-330 TO 5020-015 FOR THE PURCHASE OF A LINE PAINTING DRIVING ATTACHMENT.**
- 3) **APPROVED A QUOTE FROM EMPIRE WRECKING IN THE AMOUNT OF 20,832 FOR THE DEMOLITION OF TWO STRUCTURES IN PREPARATION FOR THE FIRE STATION PROJECT AND AUTHORIZE PAYMENT OUT OF THE FIRE OPERATIONS FUND.**
- 4) **AUTHORIZED PURCHASE OF A SKID STEER, 50% LIQUID FUELS FUND AND 50% SEWER OPERATIONS FUND.**
- 5) **AUTHORIZED PURCHASE OF MILLING HEAD AND SNOW BLOWER ATTACHMENT FROM LIQUID FUELS FUND.**

Mr. Bilger commended Ms. Johnston on all her hard work composing a revised budget in such a timely manner.

Ms. Johnston thanked the Board of Commissioners, the Emergency Management Coordinator, and Management Staff for all of their help dealing with the pandemic and revised budget.

G) Rescheduled Refuse Events due to COVID-19

- 1) spring curbside yard waste
- 2) spring clean up

Public Works

A) Monthly Report – April 2020

B) 2020 Sewer Replacement Project

The Board of Commissioners were all in agreement with moving forward with the 2020 Sewer Replacement Project as proposed by Mr. McNichols.

Mr. McNichols informed the Board that the Pennwyn Playground Sewer Project has commenced.

Engineer

A) Stormwater Study for Summit Avenue and March Street Area – Update

1) Letter from residents to the Board of Commissioners, dated 5/2/2020

Mr. Rogosky informed the Board that 80% of the Stormwater study had been completed. He anticipated a draft copy of the study would be available to the Board in June.

B) Slope Mitigation Church and Yorkshire Rds.

1) road closures

Mr. McNichols advised the Board that Church Road would be closed through May 29th due to soil nail drilling to stabilize the road. Mr. Rogosky stated roughly 20 soil nails would be placed into Church Road and the work is scheduled to be completed on May 29th.

Solicitor

A) Comcast Cable Franchise Renewal Process

Mr. Setley informed the Board of the renewal process with Comcast Cable. He stated the maximum franchise fee that the Township can impose is 5%. If the Board desires to raise the cable franchise fee, it would have to be raised for both companies.

B) Verizon Agreement

Mr. Setley explained to the Board that the Verizon agreement was to place repeaters on poles in the Rights-of-Ways, which is all regulated by the FCC. Mr. Bilger questioned if residents will complain and what would the device look like. Ms. Johnston explained that the Township only has 7 poles that were chosen for installation of the repeaters.

ON MOTION OF MR. MILLER, SECOND OF MR. BATDORF, A UNANIMOUS VOTE APPROVING THE VERIZON SMALL WIRELESS COMMUNICATIONS FACILITIES LICENSE AGREEMENT AND AUTHORIZING TOWNSHIP OFFICERS TO EXECUTE THE DOCUMENT.

PAYMENTS OF BILLS

ON MOTION OF MR. BATDORF, SECOND OF MR. KALBACH, A UNANIMOUS VOTE AUTHORIZING THE PAYMENTS OF BILLS FROM 03/20/2020, 03/27/2020, 03/27/2020 – ACH, 03/27/2020 – ADDITIONAL, 03/27/2020 – PLGIT, 03/27/2020, 04/01/2020 – PLGIT, 04/03/2020, 04/09/2020, 04/17/2020 – PLGIT, 04/17/2020, 04/24/2020, 04/30/2020, 05/01/2020 – PLGIT, 05/01/2020, 05/08/2020, AND 05/15/2020.

CORRESPONDENCE

- A) Proof of Publication for 4/21/2020 Canceled Meeting
- B) Redevelopment Authority of the County of Berks re: CDBG Program, dated 4/13/2020
- C) RATS Public Notice re: bicycle and pedestrian transportation plan, dated 4/24/2020
- D) Liquids Fuels Audit for 2019 – No Findings

COMMISSIONERS

A) Vacancies/Appointments

1) Planning Commission – *Deferred until the June Meeting*

2) Zoning Hearing Board

ON MOTION OF MR. BILGER, SECOND OF MR. BATDORF, A UNANIMOUS VOTE APPOINTING THE CURRENT ALTERNATE, BRANDEN STRICKLAND, TO THE OPEN VACANCY POSITION, LEAVING THE ALTERNATE POSITION TO BE OPEN.

3) RATS Committee

ON MOTION OF MR. BATDORF, SECOND OF MR. KALBACH, A MAJORITY VOTE TO NOMINATE AND AFFIRM COMMISSIONER CHIP BILGER AS RATS COMMITTEE MEMBER. ROLL CALL: MRS. O'LEARY – YES; MR. KALBACH – YES; MR. BIGLER – ABSTAINED; MR. BATDORF – YES; MR. MILLER – NO.

B) Executive Session

8:40 p.m. – The Board of Commissioners went into executive session to discuss 1 personnel matter and 1 potential real estate issue.

9:25 p.m. – The meeting reconvened. Mr. Setley stated that the Board of Commissioners had discussed 1 personnel matter and 1 potential real estate issue, all items remain or have been given to administration to handle.

ON MOTION OF MR. KALBACH, SECOND OF MR. BILGER, A UNANIMOUS VOTE APPOINTING JEANNE E. JOHNSTON AS THE OPEN RECORDS OFFICER EFFECTIVE JUNE 8, 2020.

ADJOURNMENT

ON MOTION OF MR. BATDORF, SECOND OF MR. MILLER, A UNANIMOUS VOTE ADJOURNING THE MEETING AT 9:27 P.M.

Respectfully submitted,



Jeanne E. Johnston
Manager/Assistant Township Secretary