

**CUMRU TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING DECEMBER 17, 2024**

ATTENDANCE

Board of Commissioners: Rowe _____ G. Miller _____ Batdorf _____

Donnell _____ W. Miller _____

Others: Solicitor _____ Chief of Police _____ Fire Chief excused

Supt. Public Works _____ Asst. Supt. Public Works _____ Engineer _____

Bus/Personnel Administrator _____ Mgr/Sec _____ Asst Sec/Projects _____

NOTICE:

Public comment will be accepted in person. Please include your first name, last name and address for all comments. Any comments without a name or address will not be considered. To accommodate as many people as possible, we request that each person's comments be limited to 3 minutes (resolution no. 301). The meeting comment period is limited to a total of 60 minutes. This time period may be extended at the discretion of the Commissioners. While public comments will be given due consideration, immediate responses will be done at the discretion of the Commissioners.

Call to Order and Pledge to the Flag.

AMBULANCE SERVICE

A.) Monthly Report – November 2024

APPROVE MINUTES

October 29, 2024 – Regular Meeting
November 7, 2024 – Budget Meeting
November 19, 2024 – Regular Meeting

TREASURER

A.) Monthly Report – November 2024

TAX COLLECTOR

A.) November 2024 Report

1) Year 2024 Real Estate

Balance collectable beginning of month - \$188,357.75

Cash collected - \$6,946.23

Balance collectable end of month – \$181,411.52

2) Year 2023 Interim Real Estate

Balance collectable beginning of month – \$3,083.10 (billed 1/1/24, 4/1/24, 6/1/24 & 8/1/24)

Cash collected – \$0
Balance collectable end of month - \$3,083.10
3) Year 2024 Per Capita
Balance – \$15,865.00 (7/1)
Additions – \$1,345.00 (7/1 & 11/1)
Cash collected - \$2,285.00
Exonerations - \$1,230.00
Balance collectable end of month – \$13,695.00 (7/1 & 11/1)

CONSENT AGENDA

2025 TAX BILLS

ACTION:

AUTHORIZE EXECUTION OF AN AGREEMENT WITH BERKS COUNTY FOR THE PRINTING OF 2025 REAL ESTATE TAX BILLS AND REIMBURSEMENT TO BERKS COUNTY FOR THE APPROPRIATE PORTION OF THE COST.

2025 BUDGET

ADOPT THE 2025 BUDGET

1) budget advertised 11/25/2024

ACTION:

ADOPT THE 2025 BUDGET, AS ADVERTISED.

ADOPT THE 2025 REAL ESTATE TAX LEVY

1) 2025 real estate tax levy ordinance advertised 11/25/2024

ACTION:

ADOPT THE 2025 REAL ESTATE TAX LEVY BY ORDINANCE AS ADVERTISED ON NOVEMBER 25, 2024, INCLUDING 5.345 MILS FOR GENERAL PURPOSES, 0.85 MIL FOR DEBT SERVICE, 2.30 MIL FOR FIRE SERVICES, AND 0.34 MIL FOR AMBULANCE SERVICE.

2024 rates:

- *General 5.045 mils*
- *Fire 1.40 mils*
- *Debt service 0.85 mil*
- *Ambulance 0.27 mil*

ADOPT THE 2025 REFUSE FEE

ACTION:

ADOPT A RESOLUTION ESTABLISHING THE 2025 REFUSE COLLECTION FEE SCHEDULE, INCLUDING \$320.00 FOR A DWELLING WITH 2 OR MORE ADULT OCCUPANTS AND \$290.00 FOR A DWELLING WITH A SINGLE ADULT OCCUPANT.

2024 rate schedule: \$330 two adults and \$300 for one adult

ADOPT THE 2025 SEWAGE MANAGEMENT PROGRAM AND FEE

A) Fee Administration

- 1) draft resolution for rate schedule

ACTION:

ADOPT A RESOLUTION ESTABLISHING THE 2025 SEWER MANAGEMENT PROGRAM FEE AT AN AMOUNT OF \$55.00 PER PARCEL WITH AN ON-LOT SEWAGE SYSTEM.

2024 rate: \$55

2025 PAYMENTS OF BILLS – GENERAL

ACTION:

AUTHORIZE 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.

TRANSFERS – GENERAL

ACTION:

AUTHORIZE THE TREASURER TO TRANSFER FUNDS AS NECESSARY IN ACCORDANCE WITH THE 2025 ADOPTED BUDGET.

INVESTMENTS – GENERAL

ACTION:

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

POLICE PENSION EMPLOYEE CONTRIBUTION

ACTION:

ADOPT A RESOLUTION ESTABLISHING THE 2025 POLICE PENSION EMPLOYEE CONTRIBUTION AS 5%, IN ACCORDANCE WITH THE AGREEMENT BETWEEN CUMRU TOWNSHIP AND THE CUMRU TOWNSHIP POLICE OFFICERS ASSOCIATION.

END OF CONSENT AGENDA

PUBLIC

DEPARTMENTS

Police Department

A.) Monthly Report – November 2024

B.) Car Wash Contract – consider authorizing an agreement for 30% discount per wash and \$100/mo minimum

C.) BCERT LSA Grant Application – reaffirm letter of support

Fire Department

A.) Monthly Report – November 2024

B.) HACC Fire Academy Graduation 12/13/2024

C.) Fire Station Construction – consider pay applications totaling \$1,720,908.21

| CONTRACTOR | APPLICATION | AMOUNT |
|-------------------|--------------------|------------------------|
| BALTON, INC. | PAY APP 5 | \$ 437,040.33 |
| BALTON, INC. | PAY APP 6 | \$ 363,740.95 |
| HB FRAZER | PAY APP 4 | \$ 42,746.40 |
| HB FRAZER | PAY APP 5 | \$ 73,067.13 |
| AIR MANAGEMENT | PAY APP 1 | \$ 248,220.68 |
| AIR MANAGEMENT | PAY APP 2 | \$ 103,692.60 |
| VISION MECHANICAL | PAY APP 2 | \$ 375,796.62 |
| VISION MECHANICAL | PAY APP 4 | \$ 76,603.50 |
| | TOTAL | \$ 1,720,908.21 |

D.) Fire Station Construction – consider approval of quote for phone system for \$27,095.62

E.) Tower 42 – consider authorizing the sale for \$385,000.00 to Town of Manchester, CT, and the brokerage fee of \$19,250.00 to Brindlee Mountain Fire Apparatus.

- 1) Commitment Letter, dated 11/26/24
- 2) Brindlee Mountain commission agreement, effective 5/22/24
- 3) authorize Fireline termination letter

F.) Santa Run – December 21, 2024

G.) Burn Ban Lifted

Administration

A.) Codes Department – November 2024

Building Permits Issued – 20

Use Permits Issued – 2

Zoning Permits Issued – 16

Notices of Violations – 6

Citations issued – 0

Violations complied – 6

Phone calls from contractors, realtors & public approximately – 192

Properties placarded – 0

Permit Inspections Done – 45

Inspections with the Fire Department – 2

Training Seminars attended – 1

B.) Alternate Sewage Enforcement Officer Services – consider appointment of Systems Design Engineering, Inc. for 2025

- 1) Proposal letter and agreement, dated 11/19/24

C.) Refuse/Recycling Calendar 2025

D.) Hiring

- 1) Administrative Assistant Class 3 – consider authorizing conditional offer of employment to top candidate and second candidate, if necessary
- 2) Business and Personnel Administrator – update

E.) Planning

2024-01 OLD HICKORY BUILDINGS, LLC EXPIRATION DATE 12/31/2024

(Final Plan) Owner: OHB Properties LLC; Agent: Bogia Engineering Inc.; Location: Along Morgantown Rd. (SR10); Parcel ID# 39-531403140411; Project No. 2022-011; Proposed Summary: Subdivide this parcel into 2 lots served by public water and on-lot sewer; located in both Cumru and Robeson Townships

- 1) Final plan submitted by Bogia Engineering, Inc., revised based on GVC 11/01/24 review letter
- 2) BEI response letter to GVC Review Letter from 11/01/24, dated 11/07/24
- 3) Final Plan Review Letter from GVC, dated 11/25/24
- 4) SEO septic system comments, dated 11/25/24
- 5) Memo from PC to BOC re: recommendation to grant conditional final plan approval, dated 12/06/24

PROPOSED ACTION:

GRANT FINAL PLAN APPROVAL FOR 2024-01 OLD HICKORY BUILDINGS, LLC. CONDITIONED ON COMPLIANCE WITH ALL ISSUES AS STATED IN THE GVC FINAL PLAN REVIEW LETTER DATED 11/25/24, OBTAINING ALL SIGNATURES, AND PAYMENT OF ALL FEES.

2024-05 PENSKE CUSTOMER EXPERIENCE CENTER – reaffirm approval

(Preliminary/Final Plan) Location: 2675 Morgantown Rd.- Penske Campus in Green Hills Corporate Center on the north side of Pheasant Rd.; Agent: Integrated Consulting-Zane Geist, PE; Vocon Job Number 210073-00; Proposed Summary: Minor internal traffic improvements. Preliminary/Final plan approval was granted 9/17/24

PROPOSED ACTION:

REAFFIRM PRELIMINARY/FINAL PLAN APPROVAL GRANTED ON 9/17/24 FOR THE 2024-05 PENSKE CUSTOMER EXPERIENCE CENTER PLAN CONDITIONED ON COMPLIANCE WITH ALL ITEMS AS STATED IN THE REVIEW LETTER FROM GVC, DATED 7/31/24, GVC REVIEW OF THE UPDATED FINAL PLAN, OBTAINING SIGNATURES, AND PAYMENT OF ALL FEES.

2024-06 TACO BELL (CHESTNUT RESTAURANTS, LLC) – reaffirm approval

(Preliminary/Final) Owners: Equivest, LLC/ Chestnut Restaurants, LLC; Agent: The Pettit Group, LLC -Brian W. Cleary, PE; Location: 2255 Lancaster Pike; Parcel ID#

39439506386873; Job No. 1061-235 (Pettit Group) and Project No. 22009770C (Colliers); Proposed Summary: Subdivide and lease with option to buy a portion of the property for the construction of a Taco Bell restaurant with double drive-through lanes and associated site improvements. Received ZHB written approval on 7/23/24. Preliminary/Final plan approval was granted 9/17/24

PROPOSED ACTION:

REAFFIRM PRELIMINARY/FINAL PLAN APPROVAL GRANTED ON 9/17/24 FOR THE 2024-06 TACO BELL PLAN CONDITIONED ON COMPLIANCE WITH ALL ITEMS AS STATED IN THE REVIEW LETTER FROM GVC, DATED 8/30/24, REVIEW BY THE FIRE DEPARTMENT, REVIEW BY THE SEWER ENGINEER, REVIEW BY THE SHILLINGTON MUNICIPAL AUTHORITY ENGINEER, OBTAINING SIGNATURES, AND PAYMENT OF ALL FEES.

2024-08 1917 CEDAR TOP ROAD LLC MINOR SUBDIVISION

EXPIRATION DATE 2/02/2025

(Final Minor) Owner: 1917 Cedar Top LLC-John McRae and Janet McRae; Agent: John Hoffert Surveying; Location: 1917 Cedar Top Rd.; Parcel ID#39439519622268; Plan No. D-24-86-1; Proposed Summary: Minor 2-lot subdivision. Existing and proposed residue lot use is a single-family detached dwelling with on-lot water and newly connected public sewer. Proposed Lot 1 use is a future single-family detached dwelling with on-lot water and public sewer.

- 1) Revised Final Minor Subdivision plan from John Hoffert, dated 11/05/24
- 2) GVC review letter, dated 10/31/24
- 3) John Hoffert responses to GVC review letter from 10/31/24, dated 11/27/24
- 4) Memo from PC to BOC re: recommendation to grant conditional final plan approval, dated 12/06/24

PROPOSED ACTION:

GRANT FINAL PLAN APPROVAL FOR 2024-08 1917 CEDAR TOP RD., LLC. MINOR SUBDIVISION PLAN CONDITIONED ON COMPLIANCE WITH ALL ISSUES AS STATED IN THE GVC REVIEW LETTER DATED 10/31/24, OBTAINING DEP PLANNING MODULE APPROVAL, OBTAINING ALL SIGNATURES AND PAYMENTS OF ALL FEES.

Public Works

A.) Wyomissing Creek Streambank Stabilization – update

Engineer

A.) Freemansville Rd.-update

- 1) update on PennDOT study for “no trucks”
- 2) traffic signal timing

B.) SR 422 West Shore Bypass Reconstruction Phase 1 – consider authorizing engineer to respond on behalf of Cumru Township

Solicitor

- A.) Dangerous Structures, 711-713 Philadelphia Avenue – update
 - 1) Buildings demolished on 12/9/24
- B.) Zoning Ordinance Text Amendment – update
- C.) Subdivision and Land Development Ordinance Text Amendment – update

PAYMENTS OF BILLS

| | |
|----------|----------|
| 11/22/24 | 12/13/24 |
| 12/06/24 | 12/17/24 |

CORRESPONDENCE

- A.) Downstream notification for Reading Terminals at Mt. Home Rd., dated 11/27/24

COMMISSIONERS

- A.) Refuse Contract 2027 – consider establishing Flying Hills as a separate refuse district
- B.) Executive Session
 - 1) personnel issue – police department
 - 2) personnel issue – police department
 - 3) police collective bargaining
 - 4) personnel issue – fire department
 - 5) personnel issue – sewer department

REMINDERS

- A.) Zoning Hearing Board 1/28/2025 at 6:00 p.m.
 - Application No. 827 – Continuance - Seeking special exception to add modular home on the property known as 812 Cameron St.
 - The December Zoning Hearing Board scheduled for 12/17/24 was canceled.*
- B.) Board of Commissioners meetings for January and February 2025
 - 1) 1/21/2025 at 7:00 p.m. – Regular Meeting
 - No organization meeting required in 2025.*
 - 2) Public Hearings for Planning Ordinances
 - previously scheduled for 1/21/2025
 - consider rescheduling to 2/18/2025
 - 3) 2/18/2025 at 7:00 p.m. – Regular Meeting
- C.) Planning Commission 1/06/2025 at 6:00 p.m.

D.) Steering Committee 1/23/2025 at 6:00 p.m.

E.) Office Closings

- 12/19/2024 11:30 a.m. to 1:30 p.m.
- 12/24/2024 and 12/25/2024 offices closed for Christmas Holiday
- 12/31/2024 and 1/1/2025 offices closed for New Year Holiday

ADJOURNMENT