

CUMRU TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING **DECEMBER 21, 2021**

The Regular Meeting of the Cumru Township Board of Commissioners was called to order by President William B. Miller at 7:01 p.m. Other Commissioners in attendance were Vice President Ruth A. O'Leary, David J. Batdorf, Scott R. Brady, and Sam Kalbach. Also attending were Solicitor Michael A. Setley, Police Lt. James Griffith, Fire Chief James A. Beane, Superintendent of Public Works Robert McNichols, Jr., Business/Personnel Administrator Peggy A. Carpenter, Manager/Secretary Jeanne E. Johnston, Special Projects/Asst. Secretary Patricia Wylezik-Pfeiffer, and Joseph P. Rogosky of Great Valley Consultants. Chief of Police Madison Winchester was absent with prior notification.

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.

Call to Order and Pledge to the Flag.

PUBLIC

Attendance: Lt. George Kuriger, Doug Shinn, Lisha Rowe, Gary Brady, Roxann Miller, Bev Leonti, Greg Leonti, Susan McCoy, David McCoy and Ahmad Jawad.

A.) Ahmad Jawad re: 2301–2307 Lancaster Pike – development of residential lot

Mr. Jawad presented a rough sketch and discussed his plan to develop his lot at 2301 Lancaster Pike. This lot is zoned medium density residential. He talked about putting a trailer and a pole barn on this property. She stated that he would need zoning relief to put a residence on this lot without both public sewer and public water. She informed him that per the ordinance, the lot needs to be at least 30,000 ft². for on-lot sewer and/or water. A lot of 10,000 ft². would need to be connected to public sanitary sewer and water. He would also need a shared driveway agreement between the 2 properties in case they were separated in the future.

Mr. Setley informed him that his first step should be to file an application with the Zoning Hearing Board, if he does not connect to public utilities. Ms. Johnston offered to send him an application and reminded him about the \$550 application fee. Mr. Setley also reminded him that he might need a waiver of land development depending on the intended use of the proposed pole barn.

Mrs. Leonti, a neighbor, expressed her ongoing concern about the uses of these lots. She asked what happens if he builds a pole barn without a permit. Mr. Setley stated that if he builds without a permit, he will be made to tear it down. Mrs. McCoy also voiced her concern that he has continued to excavate the residential lot for the past 3 years and has covered it with millings. She does not want to see it become an extension of the car lot.

AMBULANCE SERVICE

A) Monthly Report – November 2021

Ms. Kelly Motter, Dep. Chief, reported that TowerDirect responded to 2055 calls from Jan. through Nov. 2021. She reported 182 responses in November, with an average response time of 6 min 17 sec. TowerDirect received 10 assists and provided 40 assists in November.

Mr. Kalbach asked about the finances of Tower Health. Ms. Motter explained that TowerDirect is a separate entity. She also said that TowerDirect is being proactive by increasing their staff to meet the growing needs of the community.

APPROVE MINUTES

ON MOTION OF MRS. O'LEARY, SECOND OF MR. BATDORF, A UNANIMOUS VOTE TO ACCEPT THE MINUTES FOR OCTOBER 19, 2021; OCTOBER 21, 2021; OCTOBER 28, 2021 (RECESSED AND RECONVENED NOVEMBER 1, 2021); NOVEMBER 16, 2021; AND NOVEMBER 30, 2021, AS SUBMITTED.

TREASURER

A) Monthly Report – November 2021

TAX COLLECTOR

A) November 2021 Report

1) Year 2021 Real Estate

Balance collectable beginning of month – \$134,514.77

Cash collected – \$7,806.48

Balance collectable end of month - \$126,708.29

2) Year 2021 Refuse

Balance collectable beginning of month - \$29,480.00

Cash collected - \$2,398.00

Balance collectable end of the month - \$27,082.00

3) Year 2021 SMP

Balance collectable beginning of month - \$1,755.00

Cash collected - \$195.00

Balance collectable end of the month - \$1,560.00

4) Year 2021 Per Capita

Balance collectable beginning of month - \$13,510.00

Cash collected - \$1,655.00

Balance collectable end of the month - \$11,740.00

Ms. Johnston reported that the interim tax bills are finally being sent out by the county but they are incorrect. The township will be contacting the county to correct them.

CONSENT AGENDA

2022 TAX BILLS

ACTION:

AUTHORIZED EXECUTION OF AN AGREEMENT WITH BERKS COUNTY FOR THE PRINTING OF 2022 REAL ESTATE TAX, REFUSE FUND, AND SEWAGE MANAGEMENT PROGRAM FUND BILLS, AND REIMBURSEMENT TO BERKS COUNTY FOR THE APPROPRIATE PORTION OF THE COST.

2022 BUDGET

ADOPT THE 2022 BUDGET

1) budget advertised 12/1/2021

ACTION:

ADOPTED THE 2022 BUDGET, AS ADVERTISED.

ADOPT THE 2022 REAL ESTATE TAX LEVY

1) 2021 real estate tax levy ordinance advertised 12/13/2021

ACTION:

ADOPTED THE 2022 REAL ESTATE TAX LEVY BY ORDINANCE AS ADVERTISED ON DECEMBER 13, 2021, INCLUDING 4.645 MILS FOR GENERAL PURPOSES, .70 MIL FOR DEBT SERVICE, 1.23 MIL FOR FIRE SERVICES, AND .27 MIL FOR AMBULANCE SERVICE.

Change in Debt Service millage from .355 in 2021.

ADOPT THE 2022 REFUSE FEE

ACTION:

ADOPTED A RESOLUTION ESTABLISHING THE 2022 REFUSE COLLECTION FEE SCHEDULE, INCLUDING \$225.00 FOR A DWELLING WITH 2 OR MORE ADULT OCCUPANTS AND \$210.00 FOR A DWELLING WITH A SINGLE ADULT OCCUPANT.

Previous rate schedule, \$220 two adults and \$198 for one adult, was in effect for 2021.

ADOPT THE 2022 SEWAGE MANAGEMENT PROGRAM AND FEE

A) Fee Administration

1) draft resolution for rate schedule

ACTION:

ADOPTED A RESOLUTION ESTABLISHING THE 2022 SEWER MANAGEMENT PROGRAM FEE AT A FLAT AMOUNT OF \$65.00.

No change from 2021.

2022 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.

TRANSFERS – GENERAL

ACTION:

AUTHORIZED THE TREASURER TO TRANSFER FUNDS AS NECESSARY IN ACCORDANCE WITH THE 2022 ADOPTED BUDGET.

INVESTMENTS - GENERAL

ACTION:

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

ANIMAL RESCUE LEAGUE

ACTION:

AUTHORIZED EXECUTION OF A CONTRACT WITH THE ANIMAL RESCUE LEAGUE OF BERKS COUNTY FOR 2022 AT THE \$1 PER CAPITA RATE (\$15,619).

GRANDE STORAGE UNITS – escrow release

- 1) Letter from Great Valley Consultants re: recommendation for release, dated 12/07/2021

ACTION:

AUTHORIZED ESCROW RELEASE NO. 4 FOR GRANDE STORAGE UNITS IN THE AMOUNT OF \$14,542.06.

HERITAGE AT GREEN HILLS, PHASE 2 – escrow release

- 1) Letter from Great Valley Consultants re: recommendation for release, dated 12/20/2021

ACTION:

AUTHORIZED ESCROW RELEASE NO. 2 FOR HERITAGE AT GREEN HILLS IN THE AMOUNT OF \$115,678.58

END OF CONSENT AGENDA

ON MOTION OF MRS. O'LEARY, SECOND OF MR. BATDORF, A UNANIMOUS VOTE APPROVING THE CONSENT AGENDA.

DEPARTMENTS

Police Department

A) Monthly Report – November 2021

Lt. Griffith reported that the 2 new officers graduated the Reading Police Academy. Officer Melcher was awarded the Top Gun Award and Officer Rich was awarded the Fitness Award. Mr. Miller said to pass on congratulations to the newly graduated officers from the Board.

Lt. Griffith said that the police department is addressing the speeding issues in the township. He also reported that there was an apparent heater malfunction that resulted in the death of an 83-year-old township man.

Fire Department

A) Monthly Report – November 2021

B.) Fire Station Phase 1 – utility project

1) Letter to residents re: Welsh Rd. partial closure in December for storm sewer replacement, dated 12/3/2021

2) **Application for payment #2 by Ankiewicz Enterprises for \$108,663.75**

ON MOTION OF MR. KALBACH, SECOND OF MRS. O'LEARY, A UNANIMOUS VOTE TO AUTHORIZE PAYMENT #2 TO ANKIEWICZ ENTERPRISES, INC FOR \$108,663.75 FOR WORK ON THE UTILITY PROJECT.

C) Civil Service – update

Chief Beane reported that only 1 of the 2 candidates returned the background forms.

D) Fire Vehicle – update

Chief Beane stated that he and Jeremy Brubaker went to Pierce Manufacturing, Inc. in Appleton, Wisconsin, to do the pre-build approval for the new fire truck. June delivery is expected. Chief Beane is waiting for the new specifications drawings and paperwork to incorporate the change order. The project will be paid out of the Fire Capital Fund. After delivery, there will be upfitting work done by Glick Fire Equipment. This work will not be included in the lease agreement. Chief Beane thanked the Board for authorizing the order when they did because projected delivery dates have increased to 18-24 months and the costs have increased 7-20%.

E) Santa Run – update

The Santa Run was held on December 18, 2021. This event went well. Santa had to ride inside the vehicle due to the rain. Mr. Miller said that he heard positive feedback about the event.

Administration

A) Codes Report – November 2021

Building Permits Issued- 8

Use Permits Issued- 3

Zoning Permits Issued- 4

Notices of Violations- 8

Citations issued- 0

Violations complied- 10
Phone calls from contractors, realtors & public approximately- 186
Permit Inspections Done – 24
Permit Inspections with Fire Dept. – 0
Training seminars attended – 1

B) Police Pension – employee contribution 2022

ON MOTION OF MRS. O’LEARY, SECOND OF MR. BATDORF, A UNANIMOUS VOTE TO ADOPT A RESOLUTION ESTABLISHING THE 2022 POLICE PENSION EMPLOYEE CONTRIBUTION AS 5.0%, IN ACCORDANCE WITH THE AGREEMENT BETWEEN CUMRU TOWNSHIP AND THE CUMRU TOWNSHIP POLICE OFFICERS ASSOCIATION.

Public Works

A) Leaf Collection - update

Mr. McNichols stated that leaf collection was extended an extra week. 556 tons of leaves were collected. The trucks have been converted for winter maintenance.

B) Salt-Mixing Shed – Application for payment #2 by Amric for \$99,381.46.

ON MOTION OF MR. KALBACH, SECOND OF MR. BATDORF, A UNANIMOUS VOTE TO AUTHORIZE PAYMENT #2 TO AMRIC IN THE AMOUNT OF \$99,381.46 FOR THE SALT-MIXING SHED.

Engineer

A) East Pointe Drive – update

Mr. Rogosky reported that all the concerned parties met on Tuesday, December 7, 2021, to address the parking on East Pointe Dr. A revised plan was presented to the Board for approval. Mr. Setley stated that he will need the exact wording from Mr. Rogosky to be included in the new parking ordinance. Mrs. O’Leary asked how many on-street parking spaces are allotted on the new plan. Mr. Rogosky said that there are 30 proposed spaces at approximately 22 ft. per vehicle. This is only 2 less than the original plan. Mr. Shinn thanked the Board for addressing this issue.

ON MOTION OF MR. BATDORF, SECOND OF MR. KALBACH, A UNANIMOUS VOTE TO APPROVE THE REVISED PARKING PLAN AS PRESENTED AND AUTHORIZE AN ORDINANCE GOVERNING THE PARKING FOR EAST POINTE DRIVE TO BE DRAFTED AND ADVERTISED.

Solicitor

Mr. Setley informed the Board that new township ordinances will be needed to adopt the 2018 International Building Codes in accordance with the Uniform Construction Code and the 2021 International Property Maintenance Code. Ms. Johnston will write up the ordinances for the solicitor to review.

ON MOTION OF MR. BATDORF, SECOND OF MRS. O'LEARY, A UNANIMOUS VOTE TO AUTHORIZE THE ADVERTISEMENT OF THE UPDATED CODES ORDINANCES.

PAYMENT OF BILLS

ON MOTION OF MR. KALBACH, SECOND OF MR. BATDORF, A UNANIMOUS VOTE TO APPROVE PAYMENT FOR THE BILLS DATED 11/19/2021, 11/24/2021, 11/30/2021-PLGIT, 11/30/2021, 12/10/2021, 12/17/2021.

ON MOTION OF MR. KALBACH, SECOND OF MR. BATDORF, A MAJORITY VOTE TO APPROVE PAYMENT FOR THE BILLS DATED 12/03/2021. MRS. O'LEARY-YES, MR. KALBACH-YES, MR. BATDORF-YES, MR. BRADY-YES, AND MR. MILLER-ABSTAINED.

ON MOTION OF MR. MILLER, SECOND OF MR. BATDORF, A MAJORITY VOTE TO APPROVE PAYMENT FOR THE BILLS DATED 12/03/2021. MRS. O'LEARY-ABSTAINED, MR. KALBACH-YES, MR. BATDORF-YES, MR. BRADY-YES, AND MR. MILLER- YES.

ON MOTION OF MRS. O'LEARY, SECOND OF MR. BATDORF, A MAJORITY VOTE TO APPROVE PAYMENT FOR THE BILLS DATED 12/10/2021-ACH. MRS. O'LEARY-YES, MR. KALBACH-YES, MR. BATDORF-YES, MR. BRADY-ABSTAINED, AND MR. MILLER- YES.

CORRESPONDENCE

- A) Letter from Berks County Solid Waste Authority re: Update to County Solid Waste Plan, dated 12/01/21
- B) Notice from the Zoning Hearing Board re: Public hearings scheduled for 12/28/21

COMMISSIONERS

- A) Vacancies/Expirations of Terms

ON MOTION OF MRS. O'LEARY, SECOND OF MR. KALBACH, A UNANIMOUS VOTE TO REAPPOINT THE CANDIDATES LISTED FOR THE APPROPRIATE BOARDS: BRANDEN STRICKLAND-ZONING HEARING BOARD- NEW TERM EXPIRES ON 1/1/2025; GEORGE KELLENBERGER-CIVIL SERVICE COMMISSION- NEW TERM EXPIRES 1/1/2028; TOM BELLAIRS- MUNICIPAL AUTHORITY- NEW TERM EXPIRES 1/1/2027.

B) Executive session

7:52 p.m. – The Board went into executive session for personnel matters.

8:15 p.m. – the Board reconvened after discussing personnel matters. The Board took action as stated below.

ON MOTION OF MR. BATDORF, SECOND OF MRS. O'LEARY, A UNANIMOUS VOTE TO APPROVE THAT THE MANAGEMENT STAFF RECEIVE PAY INCREASES AT THE SAME RATE AS THE TEAMSTERS, 3.25% PLUS \$0.50 PER HOUR; THAT MIKE YOST'S SALARY BE INCREASED TO \$82,500; THAT PEGGY CARPENTER RECEIVE THE SALARY INCREASE PLUS \$5,000 PER YEAR; AND THAT THE PRIOR LONGEVITY PAY FOR MANAGEMENT BE REINSTATED TO INCLUDE 2021.

C) Reminders:

- 1) Offices closed for holidays on 12/23/21,12/24/21,12/30/21, and 12/31/21.
- 2) Board of Commissioners meetings for January 2022:
 - 1/03/2022 at 7:00 p.m. – Organizational Meeting
 - 1/18/2022 at 7:00 p.m.– Regular Meeting
- 3) Planning Commission 1/04/2022 at 6:00 p.m.
- 4) Municipal Authority 1/13/2022 at 8:30 a.m.

Mr. Brady thanked the Board for giving him the opportunity to serve as an Interim Commissioner on the Board. He wished Ms. Rowe well when she joins the Board in January.

ADJOURNMENT

ON MOTION OF MR. BATDORF, SECOND OF MR. BRADY, A UNANIMOUS VOTE TO ADJOURN THE MEETING AT 8:18 P.M.

Respectfully submitted,



Jeanne E. Johnston
Secretary/Manager