

**CUMRU TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING JANUARY 19, 2016**

The Regular Meeting of the Cumru Township Board of Commissioners was called to order by President Ruth O'Leary at 7:00 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, Officer in Charge Sgt. Timothy Woll, Fire Chief Scott R. Brady, Superintendent of Public Works Robert McNichols, Jr., Assistant Superintendent of Public Works James A. Beane, 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.

PRESENTATION

Fire Consultant Presentation: Station 2 Replacement Site Analysis

David Hartman of Hartman Fire Station Consultants presented information on potential locations for the construction of a replacement fire station. The construction of a new fire station can take anywhere from 18 to 36 months from the project's commencement to completion. Mr. Hartman's site analysis took into consideration 4 different locations for the new proposed fire station and rated them on several factors. According to the factors used to evaluate the sites, the highest scoring location was the land located on the southeast corner of Welsh and Church Roads.

ON MOTION OF MR. GOTTSCHALL, SECOND OF MRS. HOOVER, A UNANIMOUS VOTE AUTHORIZING ADMINISTRATIVE STAFF, THE SOLICITOR AND ENGINEER TO CONDUCT A FEASIBILITY STUDY OF THE SITE LOCATED ON THE SOUTHEAST CORNER OF WELSH AND CHURCH RDS.

PUBLIC

Attendance: Megan Carpenter, Robert Moyer, Nile and Barbara Schnader, K.N. Schnader, Baron Klein, and James Williamson.

A) Robert Moyer of 210 Montrose Boulevard

Mr. Moyer expressed to the Board his concerns about the Hawthorne subdivision. He spoke about the possibility of the subdivision being targeted as low income residential housing. Mrs. O'Leary invited Mr. Moyer to attend a Planning Commission meeting to discuss the Hawthorne subdivision.

TREASURER

A) 2015 End of Year Report

Peggy Carpenter, Township Treasurer, informed the Board that the 2015 general fund revenue was over budget. The Township received \$203,565.00 in refunds due to the health care reimbursements from 2013 and 2014. The Township also received earned income tax in the amount of \$70,608.00 over the budgeted amount for 2015, and a windfall transfer tax for the sale of the new Giant plaza in the amount of \$100,894.00. In the 2015 fire fund, the revenue was also

over budget. The fire fund received a health care refund in the amount of \$18,557.00. The Township was able to transfer excess money to the fire savings fund in the amount \$118,233.00.

General fund expenses were less than 2% over budget overall. Police contracted services were over budget in the amount of \$125,473.00, due to contracting for the Interim Chief and the evidence audit. The closure and demolition of the Poplar Neck Bridge resulted in 2015 expenses of \$107,322.00, with removal of one abutment to be done in 2016.

Sewer fund expenses were significantly reduced because of lower treatment payments to the City of Reading. Some of this was due to dry weather, resulting in low flows. The Municipal Authority recommended saving \$500,000.00 for future capital projects.

TAX COLLECTOR

A) December 2015 Report

1) Year 2015 Real Estate Interim

Balance collectable beginning of month – \$24.72

Cash collected - \$0

Balance collectable end of month - \$596.73

2) Year 2015 Real Estate

Balance collectable beginning of month - \$147,666.28

Cash collected - \$83,527.84

Balance collectable end of the month - \$71,731.99

3) Year 2015 Refuse

Balance collectable beginning of month - \$22,719.00

Cash collected - \$9,340.10

Balance collectable end of the month - \$14,228.00

4) Year 2015 Per Capita

Balance collectable beginning of month - \$11,075.00

Cash collected – \$3,690.00

Balance collectable end of month - \$7,580.00

B) 2015 Real Estate – Delinquent

1) Flat amount of \$71,731.99 sent to Tax Claim for 113 bills

2014 amount = \$68,282.21 for 131 bills

C) 2015 Refuse – Delinquent

1) Memorandum from Tax Collector re: flat amount of \$14,228.00 uncollected, dated 1/11/2016

2014 amount = \$16,691.00

D) 2015 Per Capita – Delinquent

1) Memorandum from Tax Collector re: flat amount of \$6,340.00 uncollected for 1,268 bills, dated 1/11/2016

2014 amount = \$6,180.00 for 1,236 bills

APPROVE MINUTES

ON MOTION OF MRS. HOOVER, SECOND OF MR. GOTTSCHALL, A MAJORITY VOTE APPROVING MINUTES DATED 12/15/2015 AND 1/4/2016. ROLL CALL: MR. GOTTSCHALL – YES; MRS. SWAN – ABSTAIN; MRS. HOOVER – YES; MR. SACCO – ABSTAIN; MRS. O’LEARY – YES.

DEPARTMENTS

Recreation Department

A) Monthly Report

B) Newsletter Deadline 2/1/2016

Police Department

A) Monthly Report December 2015

Offenses reported – 118

Offenses cleared – 67

Criminal arrests – 23

Traffic arrests – 106

Stolen property value – \$70,116.00

Recovered property value – \$16,971.00

Revenue received – \$11,533.18

B) Press Releases 12/22/2015 and 12/23/2015

Sgt. Woll informed the Board that there was an increase in the number of thefts and burglaries for the year 2015. He also advised the Board that the Cumru Township Police Department had leads for the Flying Hills incidents.

Sgt. Woll informed the Board that the pedestrian channeling device on SR 724 at the Mifflin Center was replaced for free by PennDOT.

C) Evidence Lockers

1) Quote October 2015 for \$15,199.36

2) Pass-through lockers recommended per CPSM study 2015

ON MOTION OF MRS. SWAN, SECOND OF MR. GOTTSCHALL, A UNANIMOUS VOTE TO PURCHASE PASS-THROUGH EVIDENCE LOCKERS AS QUOTED.

D) Sale of Surplus Radio

Sgt. Woll explained to the Board that he received a request from Spring Township inquiring about any surplus radios that the Township may have. Cumru Township has one radio in storage which is not anticipated to be utilized.

ON MOTION OF MRS. HOOVER, SECOND OF MR. GOTTSCHALL, A UNANIMOUS VOTE AUTHORIZING THE SALE OF A POLICE RADIO TO SPRING TOWNSHIP TO BE HANDLED BY THE TOWNSHIP MANAGER AND THE OFFICER IN CHARGE, SUBJECT TO NOTIFICATION TO BERKS COUNTY, CONSISTENT WITH THE PROCEDURE FOR THE SALE TO SINKING SPRING.

Fire Department

A) Monthly Report – December 2015

Total Incidents-41
Fires-6
Rescue and EMS-11
Hazardous Condition (No Fire)-4
Good Intent Call-10
False Alarm-10
Total Estimated Losses- \$0
Volunteer Staffing-43 (no change)

Yearly Report- 2015

Total Incidents-660
Fires-127
Overpressure/Overheat-4
Rescue and EMS-126
Hazardous Condition (No Fire)-41
Service Call-102
Good Intent Call-154
False Alarm-105
Special Incident-1
Total Estimated Losses- \$2,282,400

Yearly Report- 2014

Total Incidents-627
Fires-105
Overpressure/Overheat-4
Rescue and EMS-117
Hazardous Condition (No Fire)-46
Service Call-103
Good Intent Call-128
False Alarm-117
Severe Weather-1
Special Incident Type-6
Total Estimated Losses- \$1,565,330

Chief Brady informed the Board that incidents have increased slightly for the year 2015.

B) 2015 Training Report

Chief Brady informed the Board that the training report was prepared by Jason Batz, the Township's Fire Training Coordinator. The report is an outline of all the trainings that occurred throughout the past year. Chief Brady congratulated all of the volunteer and career firefighters on a job well done. Mrs. O'Leary and Mrs. Swan commended Mr. Batz on how well the report was prepared. Mrs. O'Leary expressed how important it is for the public to know all the trainings firefighters are required to have in order to keep the community safe.

C) Cumru Township Volunteer Fire Fighters Association

- 1) Memo from Fire Chief Scott Brady re: Donation to Volunteer Fire Fighter Association Banquet

Chief Brady requested that the Board donate \$2,000.00 to recognize the volunteer firefighters and all the hard work they have done. He stated that the above amount was already approved in the 2016 budget. The Board of Commissioners did not object to the donation. Due to the pending snow storm, Chief Brady will keep the Board and all parties involved informed if the banquet is rescheduled.

D) Emergency Management - Winter Storm 1/22/2016

Chief Brady advised the Board that the Township is monitoring the winter storm. It is unclear as to how much snow the Township is supposed to receive. Mr. McNichols informed the Board that Public Works is ready to go, if and when we receive snow.

Administration

A) Codes Department Yearly Report 2015

Ms. Johnston informed the Board that the volume of building permits has decreased. The Township is receiving more permits for structures such as sheds, decks, pools, and fences. The building inspectors are handling a lot of the zoning review and Ms. Johnston complimented them on a job well done.

B) Fee schedule update

Ms. Johnston advised the Board that the fee schedule has been updated. It was proposed to increase the fee for zoning review, due to the amount of work that is typically required for a review. The Township is proposing an adjustment to the business license fees.

ON MOTION OF MRS. SWAN, SECOND OD MRS. HOOVER, A UNANIMOUS VOTE ADOPTING A NEW FEE SCHEDULE FOR BUSINESS LICENSES, CODES, PERMITTING, ZONING, AND OTHER ITEMS, AS PRESENTED.

Public Works

A) Wyomissing Road Bridge

- 1) Letter from Plenary Walsh Keystone Partners re: regarding Act 14 requirements, dated 1/7/16

B) PPL Streetlights

- 1) Proposal from Entech re: Bidding services, dated 12/8/15

ON MOTION OF MR. GOTSCHALL, SECOND OF MRS. SWAN, A UNANIMOUS VOTE ACCEPTING THE PROPOSAL FROM ENTECH FOR BIDDING OF MAKE READY WORK TOWARDS ACQUISITION OF PPL STREET LIGHTS.

Engineer

A) Traffic Safety Improvements

- 1) Letter from PennDOT re: traffic signal at SR 625/SR 724 safety improvements, dated 11/30/15
- 2) Application and Resolution

Mr. Rogosky informed the Board that the Township received a request for approval of modifications to the traffic signal at SR 625 and SR 724. He reported that the other traffic signal in the vicinity, at Kenhorst Plaza, will not be worked on. However, the Kenhorst Plaza traffic signal will be improved by the modifications that will be made on the SR 625 and SR 724 traffic signal.

ON MOTION OF MR. GOTTSCHALL, SECOND OF MRS. SWAN, A UNANIMOUS VOTE TO EXECUTE THE APPLICATION AND ADOPT THE RESOLUTION FOR THE TRAFFIC SIGNAL IMPROVEMENTS AT SR 625 AND SR 724.

B) Ahead of Paving Program

- 1) Letter from UGI re: regarding road repaving, dated 1/6/16

Mr. Rogosky informed the Board that he sent UGI the 5 year plan for roadwork in Township.

C) PUC Order Amended

- 1) Letter from PUC re: Poplar Neck Road over Norfolk Southern Railway, dated 12/24/15

Mr. Rogosky advised the Board that the Township is meeting all of PUC's requirements. The Township has installed a guiderail to secure the northern abutment wall that will remain.

D) Montrose Blvd. Storm Sewer

- 1) Letter from GVC re: GP-11 Permit, dated 1/11/16

Mr. Rogosky informed the Board that there may be some potential for conflict with other utility companies. The Township will be doing soft digs to verify the location and to locate any trouble issues in the area. Mr. McNichols stated that Public Works will be closing Montrose Boulevard on January 21, 2016, to utilize the Vac truck for this purpose.

Solicitor

CORRESPONDENCE

- A) 2016 meeting schedule advertised in the Reading Eagle on 1/12/16

PAYMENTS OF BILLS

ON MOTION OF MR. GOTTSCHALL, SECOND OF MRS. HOOVER, A UNANIMOUS VOTE AUTHORIZING PAYMENTS OF BILLS DATED 12/18/2015, 12/24/2015, 12/30/2015, 1/8/2016, and 1/15/2016.

ON MOTION OF MR. GOTTSCHALL, SECOND OF MRS. O'LEARY, A MAJORITY VOTE AUTHORIZING PAYMENTS OF BILLS DATED 1/8/2016 – IT. ROLL CALL: MR. GOTTSCHALL – YES; MRS. SWAN – YES; MRS. HOOVER – ABSTAIN; MR. SACCO – YES; MRS. O'LEARY – YES.

COMMISSIONERS

A) Vacancies/Expirations of terms

- 1) Civil service commission – two vacancies, one candidate
- 2) Zoning Hearing Board Alternate – one vacancies, three candidates

Mrs. O’Leary nominated Mrs. Hoover for the Civil service commission.

ON MOTION OF MRS. O’LEARY, SECOND OF MR. GOTTSCHALL, A UNANIMOUS VOTE TO APPOINT MRS. HOOVER TO THE CIVIL SERVICE COMMISSION.

B) Reminders

- 1) Cumru Township offices are closed 2/15/2016 in observance of Presidents Day

C) Executive Session

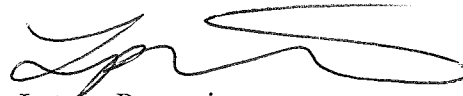
8:46 p.m. – The Board of Commissioners went into executive session to discuss 5 personnel issues and 2 real estate matters.

9:45 p.m. – The Board stated that they discussed a collective bargaining unit matter, 4 personnel issues, and 2 real estate matters.

ADJOURNMENT

ON MOTION OF MR. GOTTSCHALL, SECOND OF MRS. HOOVER, A UNANIMOUS VOTE TO ADJOURN THE MEETING AT 9:46 P.M.

Respectfully submitted,



Latoya Procopio
Secretary