

**CUMRU TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING JULY 21, 2026**

The Regular Meeting of the Cumru Township Board of Commissioners was called to order at 7:00 p.m. by President Andy Donnell. Other Commissioners in attendance were Vice-President Tonya L. Campbell, Mark Ferrero, Greg Miller, and Lisha L. Rowe . Also attending were Solicitor Kelsey Frankowski, Chief of Police Madison Winchester, Fire Chief James Beane, Superintendent of Public Works Michael Yost, Jr., Asst. Supervisor of Public Works Ben McGuire, Interim Manager/Secretary Peter S. Marshall, Business/Personnel Administrator Kristin Yoder, and Joseph P. Rogosky of Great Valley Consultants. Special Projects/Asst. Secretary Patricia A. Wylezik-Pfeiffer was excused with prior notification.

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 made at the discretion of the Commissioners.

**PUBLIC HEARING
INTERMUNICIPAL TRANSFER OF LIQUOR LICENSE**

Applicant: Crooked Hen Corp. 2233 Lancaster Pike, Shillington, PA 19607, Cumru Township
Liquor License #R19917 LID#134604

Transfer from: Ruby Tuesday 1665 State Hill Rd., Wyomissing, PA 19610

The Public Hearing began at 7:10 p.m.

Atty. Folino represented Crooked Hen Corp.

Atty. Frankowski entered Board Exhibits 1 through 3:

Exhibit 1 = application with all the attachments

Exhibit 2 = Public Hearing notice for the Public Hearing

Exhibit 3 = Affidavit of Publication in the Reading Eagle on 7/10/26 and 7/17/26

Atty. Folino explained that the PLCB requires approval and a resolution before they will consider the application for an Intermunicipal Transfer of a Liquor License. The Public Hearing is the first step in the process. The applicant presents testimony and any evidence to gain approval. Once the approval is granted, the PLCB will investigate and conduct background checks to determine whether the applicant receives the R license, which is a restaurant license. The process usually takes at least 3 to 6 months to be completed.

Tonight's Public Hearing is to transfer the liquor license from Ruby Tuesday 1665 State Hill Rd. in Wyomissing to Crooked Hen in Cumru Township.

Gevork Georgio Hambartsoumian was sworn in to give witness testimony. Atty. Folino asked Mr. Hambartsoumian questions. There is a lease with the property owner.

Atty. Frankowski asked about the hours of operation. The hours will be 7:30 a.m. to 9:00 p.m. Tuesday through Sunday. She also asked if they ever expect to operate for an amusement permit for the licensed area. Mr. Hambartsoumian answered maybe, but not for now.

Atty. Frankowski asked for clarification on the available seating. He said he had it written down so he confirmed that there are 26 tables for 82 seats inside and 20 tables outside for 75 seats. Based on the numbers, Atty. Frankowski asked if there was enough parking. The neighbor, which is also the landlord, Gallen Insurance allows the restaurant to share the parking.

Mr. Donnell asked Mr. Hambartsoumian to describe the establishment. The restaurant serves breakfast, brunch, and lunch. They have food similar to a diner but open a little later and close a little earlier than a diner.

When asked by Atty. Frankowski, Mr. Hambartsoumian said that he is the sole shareholder and his father would be the manager. He stated that they had never had an interest in a liquor license previously and they were never cited by the PLCB for state liquor code violations.

Mr. Ferrero asked if they planned to serve alcohol other than beer and wine. The answer was yes to other cocktails. This is covered by the R license.

The public had no questions or comments.

ON MOTION OF MR. DONNELL, SECOND OF MS. CAMPBELL, A UNANIMOUS VOTE TO APPROVE THE MUNICIPAL TRANSFER OF THE LIQUOR LICENSE.

The Public Hearing ended at 7: 23 p.m.

AMBULANCE SERVICE

A.) Monthly Report – June 2026

Mr. Donnell read the from the report that had been submitted by TowerDirect.

APPROVE MINUTES

May 28, 2026 – Regular Meeting

June 1, 2026 – Public Hearing for Traditional Neighborhood Development (TND)
Overlay District Ordinance

June 1, 2026 – Special Meeting to adopt TND

ON MOTION OF MR. FERRERO, SECOND OF MR. DONNELL, A UNANIMOUS VOTE TO THE MINUTES FROM MAY 28, 2026 – REGULAR MEETING, JUNE 1, 2026 – PUBLIC HEARING FOR TRADITIONAL NEIGHBORHOOD DEVELOPMENT (TND) OVERLAY DISTRICT ORDINANCE, AND JUNE 1, 2026 – SPECIAL MEETING TO ADOPT THE TND, AS SUBMITTED.

SEWAGE ENFORCEMENT OFFICER (SEO)

A.) Jeff Warmkessel of Warmkessel Geo-Environmental Inc. – discuss his retirement and transition of his business to William D. Westbrook of Westbrook Enterprise. Consider appointing Westbrook Enterprise as co-primary SEO for the remainder of 2026 and primary SEO beginning in 2027.

Jeff Warmkessel addressed the Board regarding transitioning his business to William D. Westbrook (Don) so that his customers continue to receive services when he retires. Mr. Westbrook is newly certified as an SEO but he has many years of experience as an installer. Mr. Westbrook has been doing the inspections under Mr. Warmkessel's oversight and has been doing a great job. Mr. Warmkessel will be around to answer questions and backup as needed.

Mr. Westbrook explained that he is transitioning the physical job to his son and he is moving into the role of SEO. He explained his philosophy about trying to provide guidance to the residents to help them avoid costly repairs.

ON MOTION OF MS. ROWE, SECOND OF MS. CAMPBELL, A UNANIMOUS VOTE TO APPOINT DON WESTBROOK OF WESTBROOK ENTERPRISE AS THE TOWNSHIP'S CO-PRIMARY SEO FOR THE REMAINDER OF 2026 AND PRIMARY FOR 2027.

PUBLIC

Attendance: Robert Reber, Donna Schmehl, Bev Leonti, Ruth O'Leary, Nada Liepins, Ron Schmehl, Glenn Emery, Rich Keffer, Barb Dietrich, Todd Dietrich, Sal Folino, Elizabeth Loughnaru, Shannon Ramage, Mike Pinto, Deanna Witzel, K. Witzel, Joe Roland, and Allison Kalbach.

A.) Atty. Gina Gerber, Aqua PA representative – PENNVEST funding application, letter request
Atty. Gina Gerber addressed the Board regarding the Aqua project to remove PFAS from drinking water at a facility located on the property of The Heritage of Green Hills. The first step in the project is to apply for a PENNVEST funding application to be eligible for state grant funding. The letter request is a letter that is required in order to be authorized for funding.

She stated that Aqua has been in conversation with The Heritage of Green Hills to discuss easements for the project.

Atty. Frankowski said that she had seen the letter and she would be ok with the Board approving it because it would be an improvement in the Township's drinking water.

Mr. Miller asked if the project went across the street and if Aqua had been in discussion with Flying Hills. Atty. Gerber said that she did not believe that there was any contention with that side of the improvements.

Mr. Miller asked if there was any liability to the Township or loan obligation with PENNVEST if the Board agreed to sign the letter. Atty. Gerber said no, that the loan obligation would be between Aqua and the granting authority.

Mr. Miller asked about the pending acquisition of Aqua from American and if that would impact this project. Atty. Gerger said that she could not speak to that but Aqua is moving forward with the PFAS removal projects.

There was discussion about what would happen if Aqua could not come to an understanding with The Heritage for expansion of the existing easements. The loan would go by the wayside if that were to happen.

ON MOTION OF MS. CAMPBELL, SECOND OF MR. FERRERO, A UNANIMOUS VOTE TO AUTHORZE A LETTER OF SUPPORT FOR AQUA TO APPLY FOR TO PENNVEST FOR FUNDING.

B.) Robert Reber, a resident of Elkins. Ave. since 1970, addressed the Board about the NO PARKING signs. He stated that some of the signs point right, some both ways and some the other way. He proposed that signs be put up that limit parking Monday through Friday between 7 a.m. and 4:30 p.m. September 1st to May 31st to resolve the problem. People who live on Elkins have no place to park and have to walk several blocks from their homes.

Mr. Donnell explained that safety during the school year was the major concern. He acknowledged that this is a challenge.

Mr. Rogosky explained that having parking on both sides of the street does not allow 2 cars to be able to pass each other. This has led to situations where the school busses could not get through and cars had to back up. This causes safety hazards. The solution was to prohibit parking on one side to see if this improved the safety issue. He explained that the posted signs are in compliance with the updated PennDOT regulations. The arrows indicate which side has no parking when you look at the sign as it is facing you. These signs have to be used in order to be enforceable and show the areas being limited.

Mr. Rogosky offered to look at the arrows and coordinate with Public Works regarding the signs.

Mr. Rogosky said that complaints were received for times outside of what Mr. Reber was suggesting so stating certain times might not solve the safety problems.

Mr. Donnell explained that this has only been in effect for a short time, so we want to wait and see how this works.

C.) Ruth O'Leary, a resident of Cedar Top Rd., along with Deanna Witzel, Kevin Witzel, Mike Pinto, and Allison Kalbach addressed the Board on behalf of the Greater Governor Mifflin League (GGML) volunteers regarding a letter that was sent by Mr. Miller.

Deanna Witzel read a letter from GGML whose purpose has been lasting change in the community through grant making for the last 50 years. GGML has given more than \$600,000 back to community organizations and initiatives since its founding. Some of the money has gone to scholarships for Governor Mifflin Seniors, gear for local fire companies, equipment for ambulance companies, funding for the Mifflin library, Girl Scouts, Boy Scouts and various school projects. Sign boards and new Ebikes were purchased for the Cumru Township Police Department as thanks for the wonderful service proved.

In addition to community grants, the goal of Community Days is to provide safe and fun entertainment for the people who live in the district and surrounding areas. Community Days is one of few lasting fairs in the Greater Berks Area.

Mr. Donnell explained that there had been an incident at Community Days that undermined the mission of the Cumru Township Police Department and had the potential to damage Cumru Township's reputation and prevent the police from doing their job.

D.) Rich Keffer, a resident of Mt. Penn Rd., voiced concerns about the solar panel projects. Additional weights added to the roof of the Public Works building would have a significant difference in the integrity of the building. He offered to look over the plans.

Mr. Miller said that the studies would be done in October or November. He offered to send the studies to Mr. Keffer once we have them.

ECONOMIC DEVELOPMENT

Mr. Miller reported that a JAG grant was submitted. Chief Winchester explained that the grant is for 2 pieces of equipment, scales and a truck to haul the scales, to help enforce vehicle weight restrictions which will help prevent the deterioration of Township roadways. Overweight vehicles also present a safety concern. The grant was for approximately \$180,000.

A multimodal grant for the Poplar Neck bridge is being finalized and will be submitted by the end of the month. This grant is for approximately \$2 million.

Mr. Donnell offered anyone the opportunity to speak about ideas for economic development.

POLICE DEPARTMENT

A.) Monthly Key Performance Indicator (KPI) Report – June 2026

Chief Winchester showed the Police Department KPIs and explained them to the public.

There was discussion about KPIs for all the departments and showing the graphs to the public in the future.

D.A. John Adams reached out about Sencit by sending a letter. Atty. Frankowski explained that his office contacted her. They are interested in doing an investigation into Sencit under the PA Unfair Trade Practices and Consumer Protection Law. There is a civil component where individuals can sue other individuals for deceptive conduct. There is also a criminal element which can be enforced by the D.A. or the Attorney General's office. This can protect the elderly population in PA. Many of the residents in Sencit are elderly.

D.A. Adams sent a letter to Sencit in June regarding issues in addition to the elevators and gave Sencit a chance to respond. This was a good start and got the attention of Sencit.

Mr. Marshall reported that Sencit is making progress with the elevators.

B.) National Night Out – August 4, 2026 @ Shillington Park from 6 – 8p.m.

Chief Winchester reported that Cumru Township will be teaming up with Shillington and Brecknock to hold National Night Out at the Shillington Park. The date is set because this is a National Event. There will be lots of fun things to do.

FIRE DEPARTMENT

A.) Monthly Key Performance Indicator (KPI) Report – June 2026

Chief Beane showed his KPIs and explained them to the public.

There was discussion about metrics.

ADMINISTRATION

A.) Monthly Key Performance Indicator (KPI) Report – June 2026

Mr. Marshall reported that this is a work in progress.

B.) Refuse Contract – update

1) Advertised in the Reading Eagle 7/6/26 and 7/13/26

2) Pre-Bid meeting held 7/15/26 at 1 p.m.

3) Bid opening scheduled for 7/28/26 at 10 a.m.

Mr. Marshall reported that 8 contractors showed up at the pre-bid meeting on 7/15/26. We received some feedback which resulted in some beneficial changes.

The bid opening has been changed to 8/04/26 at 10:30 a.m. due to being extended another week.

C.) Financing for Solar Projects – consider authorizing Administration to advertise for requests for proposals for tax-exempt financing

1) RFP documents

Mr. Miller stated that he must abstain because his employer does not allow him to participate in the solicitation or procurement of financing in any way, shape, or form. He stepped out of the room.

Mr. Marshall explained that this financing will be for a 10-year loan for \$850,000 initially. Half of this will be paid to us through the Federal government's program.

The request is for banks to quote prices for the loan.

ON MOTION OF MR. FERRERO, SECOND OF MS. CAMPBELL, A MAJORITY VOTE TO AUTHORIZE THE ADVERTISEMENT FOR REQUESTS FOR PROPOSALS FOR TAX-EXEMPT FINANCING FOR THE SOLAR PROJECTS.

D.) Multimodal Grant for S. 9th St. – received grant reimbursement in the amount of \$117,988.00

Mr. Marshall reported that the grant reimbursement was received for S. 9th St. for \$117,988.00. This grant was closed out by Mrs. Wylezik-Pfeiffer with help from Mr. Rogosky.

E.) PAYMENTS OF BILLS – authorize payment of bills for 6/18/26, 6/26/26, additional 6/26/26, 7/02/26, additional 7/02/26, 7/10/26 and 7/17/26.

ON MOTION OF MR. FERRERO, SECOND OF MR. DONNELL, A UNANIMOUS VOTE TO AUTHORIZE THE PAYMENT OF BILLS FOR 6/18/26, 6/26/26, ADDITIONAL 6/26/26, 7/02/26, ADDITIONAL 7/02/26, 7/10/26, AND 7/17/26.

PLANNING

A.) PLANS

2025-04 DEERFIELD PHASE IV-2025 – reaffirm plan approval

(Final revision to the plan of record) Owner: William Whitman; Agent: John Hoffert, P.L.S. of John Hoffert Surveying; Location: Whitman's View Drive/Deerfield Drive, Shillington; Parcel ID# 39-5350507679683; Plan No. D-25-33-1; Proposed Summary Continue Deerfield Phase IV by constructing 7 townhomes and 14 "townhome/apartments" for a total of 21 dwelling units. Final revision to plan of record was granted conditional approval on 7/15/25. Reaffirmed on 10/21/25 and 1/20/26.

PROPOSED ACTION:

REAFFIRM APPROVAL FOR THE REVISION TO THE PLAN OF RECORD FOR 2025-04 DEERFIELD PHASE IV-2025 CONDITIONED ON RESOLVING ANY ISSUES AS STATED IN THE GVC REVIEW LETTER DATED 7/02/25, OBTAINING SIGNATURES, AND PAYMENT OF FEES.

2025-07 340 OLD LANCASTER PIKE – reaffirm revised plan approval

(Preliminary/Final) Owner: Wyomissing Real Estate One LLC; Agent: C2C Design Group, Larry Grybosky, P.E.; Location: 340 Old Lancaster Pike; Parcel ID# 39439505280887; Project # WCO-CMU-01; Proposal Summary: Construction of a two-story 48 x 100 ft. commercial building to accommodate a retail business on a vacant 0.61 acre lot. Additional ZHB relief was verbally granted on June 23, 2026. Previous plan conditional preliminary/final approval was granted on 1/20/26 and 4/21/26.

a) Memo from PC recommending reaffirming approval for revised plan, dated 7/7/26

PROPOSED ACTION:

REAFFIRM PRELIMINARY/FINAL APPROVAL FOR THE REVISED PLAN FOR 2025-07 340 OLD LANCASTER PIKE CONDITIONED ON ADDING UPDATED PLAN NOTES TO REFLECT THE RECENT ZHB RELIEF, AS WELL AS, RESOLVING ANY ISSUES AS STATED IN THE GVC 3RD REVIEW LETTER DATED 1/14/26 AND THE ATLAS SEWER 2ND REVIEW LETTER DATED 1/15/26, OBTAINING SIGNATURES, AND PAYMENT OF FEES.

ON MOTION OF MS. CAMPBELL, SECOND OF MR. DONNELL, A UNANIMOUS VOTE TO REAFFIRM 2025-04 DEERFIELD PHASE IV-2025 AND 2025-07 340 OLD LANCASTER PIKE WITH THE CONDITIONS AS STATED ABOVE.

B.) Missionary Sisters of the Precious Blood - consider authorizing Escrow Release No. 3 in the amount of \$70,964.96.

1) GVC Review letter recommending Escrow Release No. 3, dated 7/09/26

Mr. Rogosky explained that this release is for work completed.

ON MOTION OF MR. FERRERO, SECOND OF MS. CAMPBELL, A UNANIMOUS VOTE TO AUTHORIZE ESCROW RELEASE NO. 3 FOR THE MISSIONARY SISTERS OF THE PRECIOUS BLOOD IN THE AMOUNT OF \$70,964.96.

PUBLIC WORKS

A.) Monthly Key Performance Indicator (KPI) report – June 2026

Mr. Yost showed the Public Works KPIs and explained them to the public. Many of the items are seasonal so they are shown without color.

B.) Ardmore Ave. Sewer Replacement Project – consider approval for pay app #4 for MDX Site in the amount of \$489,592.98.

1) Pay App #4 letter from Atlas dated 7/07/26

ON MOTION OF MS. ROWE, SECOND OF MR. DONNELL, A UNANIMOUS VOTE TO APPROVE PAY APPLICATION #4 FOR MDX SITE IN THE AMOUNT OF \$489,592.98 FOR THE ARDMORE AVE. SEWER REPLACEMENT PROJECT.

C.) Welsh Rd. Paving – update

Mr. Yost reported that the Public Works crews have completed phase 1. The estimated materials cost was \$168,000. The final cost was approximately \$142,000. This was done inhouse by the Township staff. The 2nd phase will be revisited later in the season. The 1st phase was a mile and the 2nd phase is about half the distance. This is pretty much the limit for doing things inhouse. The guys did a great job.

Mr. Marshall inspected the job with Mr. Yost and he said that Public Works did a super job.

Mr. Miller asked which method was used. Mr. Yost explained that this was a base repair with a leveling course and a final wearing course layer. It was not a full reconstruction.

Mr. Donnell reported that Mr. Dale Witzel, a concerned Deerfield resident on White Pine Gulch, sent a letter regarding the road grading efforts. He understood that Archer Lane, Davis

Drive, and Deerfield Drive received a Tier 4 poor rating. He stated that these roads need to be budgeted for repair in the near future.

Mr. Donnell explained that the Township is addressing the need for road repair in a data-driven way.

ENGINEER

Mr. Rogosky had nothing further to report.

SOLICITOR

A.) Sencit Apartments - update

Atty. Frankowski stated that this item had already been addressed earlier in the meeting.

B.) Rental Ordinance – update

Atty. Frankowski reported that she had created a Rental Ordinance which would address a housing registration and compliance program. She was looking for a motion for authorization to advertise.

Mr. Miller wanted to look at the Kraft side of things for a comprehensive program in addition to the ordinance. We don't want to put an ordinance in place that can't be administered. He wanted to get someone in place to administer the program because it would be unfair to the current Codes Officer to expect him to run this program too. We need to look at the implementation, and the fees which would be covered by the landlords not the residents.

Kraft gave an estimated proposal of approximately \$6380 to create the implementation program. The proposal was for phases: Phase 1 = look at the ordinance; phase 2 = create the fee schedule; and Phase 3 = actual implementation plan. The questions posed were did the Board wanted to go this route and did the Board feel comfortable with the Kraft proposal?

Atty. Frankowski jumped in to remind the Board that since the Kraft proposal and authorization were not on the posted agenda, the agenda would have to be amended.

ON MOTION OF MR. MILLER, SECOND OF MS. ROWE, A UNANIMOUS VOTE TO AMEND THE AGENDA TO INCLUDE DISCUSSION AROUND THE KRAFT PROPOSAL.

Ms. Rowe asked if there were already ordinances and rules in place. Atty. Frankowski explained that individual municipalities would enact ordinances to govern rentals.

Ms. Rowe asked if there were problems in Cumru Township with rentals. Atty. Frankowski answered that we don't know because we don't have a program that looks into rental unit compliance and regulations.

There was discussion about fees and whether the cost would be passed on to the renters. The cost for the inspections would be passed on to the landlord and the landlord may pass all or part of it on to the renters. The Township would not be gaining any capital from the program.

There was discussion about the program not covering short-term rental like AirBnBs which would be covered under a different ordinance.

Ms. Rowe questioned whether there was a need for the ordinance. Mr. Donnell answered that the ongoing problems with Sencit would indicate a need for an ordinance to give the Township enforceable standards to rely on when issues occur.

Mr. Marshall cautioned that there could be push back and that there are probably a lot of rentals that people are not aware exist. The program should pay for itself.

Mr. Ferrero explained that he thinks that a program could incentivize good landlords and proper property maintenance.

Mrs. O'Leary, a resident of Cedar Top Rd., asked if the ordinance would cover long-term rentals at the motels. Atty. Frankowski replied that she did not have a copy of the ordinance in front of her, but she thought it would cover that situation. He also reported that more feedback would be received from Kraft to establish what could be enforced if the proposal is accepted.

William Frymoyer, Codes Enforcement Officer, stated that he had done rental inspections in the City of Reading for 14 years. He recommended that the Township bring it in-house instead of using a third-party to bring revenue into the Township. He said that it would not be hard to do and could be accomplished by hiring 2 more people. The people would need to be certified in case any cases go to court. Mr. Donnell agreed that this was good feedback.

Mr. Miller stated that the discussion was to create the plan. He voiced his concern about taking money from one group and applying it to somebody else. Mr. Donnell said that in-house might be worth considering if it could be done cheaper.

Scott Brady, long-term resident, former Fire Chief and inspector, voiced his concerns about spending money and the data perspective. He explained that since we already have a system in place that manages business licenses and all our permits, he views a rental program as an extension of clicking off a box in our system. The data should remain internal with Cumru representatives. Mr. Brady said that he believes that we have enough experts in place that we could handle this without spending \$6000. The only thing we would need is extra people for the inspections. Mr. Donnell thanked him for the feedback.

There was more discussion. Is the purpose to produce a deliverable for the Township or to decide if Kraft can carry out the program? Did Kraft provide references? Are we paying for expertise? The Board is not "solutioning" at this time. There are other entities that do this work.

Barb Dietrich, a resident of Hilgert Ave., asked if any entity other than Kraft Code was given the opportunity. She stated that somebody else might be cheaper and that she was asking from a tax payer standpoint.

This prompted more discussion about Kraft and other entities in the area that can provide this service. Atty. Frankowski stated that she would have no issue if the Board put out an RFP for any other entity that wants to give a proposal. Ms. Campbell asked if there would be any harm in putting it out and waiting 30 days. The answer was there was no rush.

The Board agreed to create an RFP for advertisement at the next meeting.

ZONING

A.) Zoning Hearing Board - discussion of current applications for ZHB on 7/28/26

App #839 – continuance from Feb. 2026 - Brubaker – 1622 Wyomissing Rd – Seeking a variance from Sections 402.D, 832.1.B & C, and 1004.R. Seeking a Special Exception under Section 402.C.13 to allow a private dog kennel on the property. The parcel is split between Cumru Township(78%) and Brecknock Township(22%). It is taxed in Cumru Township. The owners have received approval from Brecknock Township. There are 2 parcels for a total of 11.07 acres located in the AG- Agricultural District.

a) Memo from PC to BOC recommending that the Board not support the relief requested for ZHB App #839 for the Brubaker private dog kennel based on contradictory information provided about the commercial breeding use.

Atty. Frankowski explained that the Planning Commission felt that there were a lot of inconsistencies with the application, the uses, and even the location of the kennel. There was a survey prepared by John Hoffert showing that the kennel is mostly located in Cumru contrary to the original sketch showing it located in Brecknock.

Ms. Dietrich explained that the commercial versus non-commercial was not about licensure but the Zoning Ordinance. The definition between private and commercial kennels is really what is at stake. In the Brecknock application, the applicant stated that they wanted to continue to provide for their clients. If you are breeding and selling puppies, that is not a private kennel. Commercial kennels are only allowed in the GI – General Industrial Zoning District and require 25 acre minimums.

Atty. Frankowski asked Mr. Rogosky if Terry Naugle of GVC had done any sort of zoning review letter for this proposed zoning relief. Mr. Rogosky stated that he would have to check. Atty. Frankowski suggested that Mr. Naugle should issue a review as the Township Zoning Officer (ZO) so the ZHB Solicitor and ZHB members would have the ZO's opinion as to whether the zoning standards are being met.

ON MOTION OF MR. DONNELL, SECOND OF MR. MILLER, A UNANIMOUS VOTE TO AUTHORIZE AND REQUEST THE ZONING OFFICER PREPARE AND PRESENT A ZONING DETERMINATION LETTER TO THE ZONING HEARING BOARD

COMMISSIONERS

A.) Action Item tracker update

- 1) Open Hearth – trash collection – ongoing
- 2) Website – update and discussion about adding the Job Posting Module from Revize

Mr. Ferrero gave a presentation about the Interactive Forms Platform from Revize which could expand online services for residents and staff. Our current system is paper based. This would give an electronic option that can be incorporated into the current website and the future website. This platform is mobile friendly. This would be a more efficient process for many online services. There would be a one-time setup fee of \$1950 and an annual cost of \$990 for a total first-year cost of \$2850. He recommended that the Board approve adding this module.

There were a few questions about the security of the program.

ON MOTION OF MR. DONNELL, SECOND OF MS. CAMPBELL, A UNANIMOUS VOTE TO CONDITIONALLY AUTHORIZE INCLUSION OF THE INTERACTIVE FORMS MODULE TO THE REVIZE CONTRACT BASED ON SOC 2 OR OTHER RELEVANT DATA SECURITY COMPLIANCE.

B.) Cumru Township Code of Conduct - consider adopting resolution

There was discussion about the draft version. The goal is to state best practices and set up a process if the best practices are not followed. This would be a universal Code of Conduct for anyone involved in the workings of the Township that deals with the public.

Mr. Marshall proposed that a section prohibiting employees from accepting gifts for private use from contractors or anyone else should be included in the Code of Conduct. There was talk

about allowing de minimus gifts without violating State ethics codes. Atty. Frankowski offered to look at any proposed language that Mr. Marshall would like to see included.

The Code of Conduct would not supersede any existing ordinances, codes or laws.

The Code of Conduct would not prohibit any criticism or policy disagreement. It would also not stifle free speech or violate 1st amendment rights. Everyone covered by the Code of Conduct is expected to refrain from making false, defamatory, or unlawful statements to the public at meetings or on social media.

The Board decided to have Mr. Marshall give some proposed language to Atty. Frankowski for her review and inclusion in the resolution.

C.) Cumru Township Special Events Ordinance – presentation and discuss for advertising

Mr. Miller gave a presentation for the Special Events Ordinance. This ordinance would amend and modernize an existing ordinance for public events, not private events.

He proposed 3 tiers based on the number of attendees. Small-Scale would be 50 to 150 people; Medium-Scale would be 151 to 500 people; and Large-Scale would be more than 500. The requirements increase with each level.

There will be an application and timelines to be followed to allow for review by the various departments depending on the event being proposed.

There was discussion with the public that was not captured on the video. Mr. Miller offered to send the draft version to members of the public. One permit could cover a recurring event. There was concern about micromanaging Township businesses that hold events. Chief Winchester supports this effort because even small events can require Police Department involvement.

The Special Events Ordinance is not ready to advertise. It will be finalized and then advertised for adoption.

D.) Ken-Grill Pool Summary – update

Mr. Miller gave an updated report regarding Cumru residents' membership at the Ken-Grill Pool. Cumru membership is currently at 40%, which is up from 20%.

E.) A Special Executive Session was held on July 8, 2026, for the purpose of interviewing for the Township Manager position.

F.) Executive session

- 1) Matters of Potential Litigation
- 2) Personnel issues

Executive session began at 10:24 p.m. – To discuss matters of potential litigation and personnel issues.

There was no documentation available for when the Executive session ended or if any motions were made.

PUBLIC REMINDERS

A.) Zoning Hearing Board Meeting – 7/28/2026 at 6:00 p.m.

B.) Board of Commissioners Meeting for August 2026
Regular Meeting – 8/18/2026 at 7:00 p.m.

C.) Planning Commission Meeting – 8/03/2026 at 6:00 p.m.

D.) Tax Collector - monthly report - Tax Collector page on the Cumru Township website.

E.) Codes Department – monthly report – Codes page on the Cumru Township website

ADJOURNMENT

There was no documentation available for when the meeting was adjourned.

Respectfully submitted,



Patricia A. Wylezik-Pfeiffer
Assistant Secretary