

ROBESON TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
November 20, 2018

Chairman Smith called the Regular Meeting of the Board of Supervisors to order, following the Budget Meeting, at 7:00PM prevailing time. The meeting took place in the Robeson Township Public Meeting Room located at 2689 Main Street, in Gibraltar, Berks County, Pennsylvania. All Board members were present. Also in attendance were Engineer Gary Kraft, Solicitor Christopher Hartman, Road Master Bill Lanza, Chief of Police Mark Phillips & Manager Colleen Easterday.

Pledge to the Flag and Moment of Silence

The meeting was taken out of order; the minutes reflect the order of this meeting.

APPROVAL OF MINUTES

The following minutes were before the BOS for approval: Revised Workshop of September 13, 2018, Revised Regular Meeting of September 18, 2018, Workshop of October 11, 2018 & Regular Meeting of October 16, 2018 – Supervisor Graham moved to approve those minutes; Supervisor Steve seconded the motion which passed unanimously.

The following minutes were included for review only by the BOS: RTMA of September 17, 2018, PC of October 1, 2018 & RTMA of October 15, 2018.

APPROVAL OF BILLS

Bills for the period of October 16, 2018 thru November 20, 2018 were reviewed and approved upon a motion by Supervisor Graham that was seconded by Supervisor Steve.

APPROVAL OF REPORTS

The October 2018 Treasurer's Summary, Miller Sewer, Sewer Aging Aggressive Collection Update, SEO Permit, Road, Building Permit, Police & Gibraltar Fire Company Reports were reviewed & approved upon a motion by Supervisor Steve that was seconded by Supervisor Graham. The Friendship Fire Company Report was not available.

FINANCE/OTHER

Southern Berks Comprehensive Plan Survey – to be advertised for residents to do survey ASAP.

Adopt Resolution #18-18 Increasing the Rates & Charges Collected for Sewer Services – Supervisor Steve moved to adopt the Resolution; following a second by Chairman Smith the motion passed. Supervisor Graham voted no.

Review Duct (Vent) Cleaning Bids (3 bids) – Supervisor Steve moved to award the contract for a 1-time cleaning to Hitchcock, for both buildings, at a total price of \$4,290.00. Manager will contact Hitchcock & contact Comfort Pro & N.B. Rogers with regrets. Chairman Smith seconded the motion which passed unanimously.

Review Term Expirations (2 Letters of Interest for P&R Board inc'd) – Reviewed.

First Energy – Chief will review email and question as to time frame; Manager will check w/First Energy.

2019 PSATS CONVENTION APRIL 14-17, 2019 – BOS is to let Manager know plans to attend.

Allied Waste Host Fees Received \$13,363.11

ROADS DEPARTMENT

RM Lanza informed the BOS of pipe in Seyfert that needs replacing. Also, reviewed damages to the plow from GAJA sewer project; a bill for repairs will be sent to Wexcon.

POLICE

Chief reported Schuylkill River Trail paid \$1,450.00 toward signs. Also, requested authorization to purchase a new copier from Edwards Business in the amount of \$3,472.95 which will be partially paid by a donation to the PD in the amount of \$2,500.00; the balance will come out of Capital Purchases (410-800). Supervisor Steve moved to authorize the copier purchase; seconded by Chairman Smith the motion passed unanimously.

CITIZENS CONCERNS

Joe Notario requested an update regarding the animal nuisance on his property; Solicitor Hartman will be reviewing further.

PLANNING & ENGINEERING

Castetter Land Development (preliminary / final) - The plan was conditionally approved subject to completion of the outstanding items from Engineer Kraft's last review letter. The BOS understands that the Applicant intends to post an inspection security in the amount of \$2,500.00 and will complete the improvements prior to recording the plans. Deferral of the approval, however, was not an option. In order to have an approved set of improvements to inspect, an approval needs to be put on the "books". Typically, a preliminary plan approval provides that documentation, but since this plan was being considered as a preliminary / final plan, it was conditionally approved upon a motion by Supervisor Steve that was seconded by Chairman Smith. The BOS recognizes that the plan may need to be reaffirmed prior to recording.

Colona Land Development (preliminary / final) - The BOS considered the tree extraction requirements and essentially accepted the PC's recommendation to suspend full enforcement of the provisions. As it relates to the Colona Plan, they agreed to the 24 trees indicated on the Landscaping Plan to be planted on the site and will expect that 5 trees each to be planted on the traffic islands of Kingfisher and Osprey in the Ponds at Buck Hollow Subdivision. A motion was made regarding the above by Vice-Chairman Love and seconded by Supervisor Graham.

Plan time extensions - Castetter LD & Colona LD time extensions expire 12/9/18. Requests to extend thru 3/31/19 have been received. The BOS did **not** vote.

SOLICITOR

ARL Donation – Solicitor Hartman stated this is still under review however \$1,000.00 will be put in the budget as done in the past; there is nothing in the 2nd Class Township Code that states they must provide animal services.

Discuss Fee for Zoning Hearing Board's use of building – Reviewed & discussed; Solicitor Hartman recommended a charge of 15% - 20%. There was no motion.

Discuss Application Fee Increase – Supervisor Graham moved to increase the fees as indicated below & to authorize Solicitor to draft a Resolution for January Reorganization; following a second by Chairman Smith the motion passed. Supervisor Steve voted no.

	<u>PREVIOUS</u>	<u>INCREASE</u>
• VARIANCE AND SPECIAL EXCEPTIONS – Residential	\$500.00	\$1,000.00
• VARIANCE AND SPECIAL EXCEPTIONS – Non-Residential	\$750.00	\$1,500.00
• CURRATIVE AMENDMENTS	\$2,500.00	\$4,000.00
• ZONING CHANGE REQUESTS	\$1,000.00	\$2,000.00
• CONDITIONAL USE APPLICATION	\$400.00	\$1,500.00

Dumping Fines – Solicitor Hartman gave handout of Law Summary for enforcement by "Crimes & Vehicle Codes".

EXECUTIVE SESSION

The BOS recessed to Executive Session @ 8:24PM; reconvened @ 8:44PM.

Supervisor Steve moved to suspend the Employee Handbook section re vacation buyout. Chairman Smith seconded the motion which passed. Supervisor Graham voted no.

The BOS reconvened the Budget Meeting to review the first 10 pages & made minor adjustments.

The meeting was unanimously adjourned upon a motion by Supervisor Graham @ 10.00PM that was seconded by Supervisor Steve.

Respectfully Submitted,
By Kathleen C. Haight
on behalf of Galen L. Brown,
Township Secretary