

# **ROBESON TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING MINUTES**

**April 19, 2016**

**APPROVED: MAY 17, 2016**

Chairman Smith called the Regular Meeting of the Board of Supervisors to order 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 Supervisors were present. Also in attendance were Solicitor Christopher J. Hartman, Engineer Gary D. Kraft, Road Master Bill Lanza & Manager Colleen A. Easterday.

## **Pledge to the Flag and Moment of Silence**

### **AWARD CLEANING BID**

Supervisor Steve moved to award the bid to Alcom Services, Inc. Following a second by Supervisor Love, the motion passed unanimously.

### **CODES / PUBLIC PROPERTY**

Codes Officer Joseph Boulanger reported as follows:

- 1598 White Bear Road – a written “Stop Work Order” (SWO) was issued; the owner, Mr. Bitler, insinuated in his response letter that he would appeal to the Supervisors. Solicitor Hartman stated he spoke with Mr. Bitler earlier today and indicated he would not be at this meeting and discussed an appeal. Discussion followed; Mr. Bitler is in the process of preparing a permit application for submission. Mr. Boulanger explained how he came upon the violation of no permit being procured for the work being done at this site.
- 290 Old River Road – Mr. Boulanger stated Mr. Bitler was the property owner’s, Harold Miller, legal counsel re his variance hearing. Mr. Miller had a shed placed on his property without a permit; he was sent a “Notice of Violation” and received a waiver from the BOS because it was supposed to be temporary however the shed remained. Notice was sent and he applied for a variance which was granted; subsequently, a permit application was submitted at a cost of \$50.00. Mr. Bitler wants the application cost refunded because Mr. Miller was granted his variance; the \$50.00 goes toward his Zoning Permit Application (ie, shed application). At this time, a permit application has been received.
- 118 Miller Road – Mr. Boulanger reported Mr. Earhart is operating an equipment rental business in a Residential District. He will be cited by KCS.
- SR 724 / Main Street – There are several residents operating unpermitted businesses; action will be taken against them by KCS.

### **ROADS**

Road Master Lanza reported R&S Sweeper is working in the Township cleaning up the leftover salt & anti-skid from the winter.

### **POLICE**

Chief Phillips reported the new police vehicle was delivered on Friday.

### **CORRESPONDENCE**

**Planning Commission Vacancy** – 3 Letters of Interest; wait until next month.

**Comment Requested - PHFA Letter re River Run Meadows** – Following discussion, the BOS agreed unanimously upon a motion by Supervisor Graham & seconded by Supervisor Steve, that comments be sent regarding concerns about the potential financial burden on the Township and they are not in favor of any additional tax credits.

**Request for Replacement of Damaged Tire** – Following explanation regarding the request, the BOS unanimously agreed the Township is not responsible to replace the damaged tire upon a motion by Supervisor Graham that was seconded by Chairman Smith.

### **CITIZENS CONCERNS**

Robert Deeds, 1217 White Bear Road, asked if anything has been done with parking lot area that was discussed some time ago where the Malickson Estate has the protected property now; Larry Lloyd was supposed to take care of it. Answer – No

Mr. Deeds also commented about driveways on Old River Road that are blacktopped with no swale; this will cause water to run onto the road. Engineer Kraft said he would follow up; Manager Easterday said she would address the comment in Executive Session.

Roger Feeg commented that people cannot hear everything that is being said.

### **APPROVE PAYMENT OF BILLS**

Supervisor Steve moved to pay bills for the period of March 11, 2016 thru April 15, 2016. Following a second by Supervisor Love, the motion passed unanimously.

### **MINUTES**

Minutes of the Supervisors Workshop of March 10, 2016 & Regular Meeting of March 15, 2016 were reviewed & unanimously approved as presented upon a motion by Supervisor Steve that was seconded by Supervisor Graham.

### **APPROVAL OF REPORTS**

The March 2016 Treasurer's Summary/Report, SEO Permit, Sewer, Road, Building, Police & Fire Company Reports were reviewed. Also reviewed was the February Sewer 2016 report. All reports were unanimously approved upon a motion by Supervisor Steve that was seconded by Supervisor Graham.

### **PLANNING & ENGINEERING**

**March Subdivision** – Preliminary / Final - The PC recommends conditional approval subject to completion of the following outstanding items as listed in Kraft Engineering review letter of 3/30/16: 1) seals & signatures need to be included on the plan, 2) completion of the *Fire Company Water Usage Agreement* and, 3) payment of the Open Space and Rec fee of \$935.58 for the newly created lot. Also, because there is an annexation involved, a \$500.00 refundable deposit must be provided to the Township. Supervisor Steve moved to conditionally approve the plan subject to the above listed items; Chairman Smith seconded the motion which passed unanimously.

**River Run Meadows Land Development** – Final - The PC recommends conditional approval subject to completion of the following outstanding items as listed in Kraft Engineering review letter of 3/30/16: 1) seals & signatures need to be included on the plan, 2) completion of agreements, 3) plan notes depicting adjustments and, 4) payment of related fees. Conditional plan approval has been given by the RTMA. Supervisor Graham moved to conditionally approve the plan subject to the above listed items; Chairman Smith seconded the motion which passed unanimously.

**Leslie Kearns** request for Planning Waiver – Engineer Kraft explained Ms. Kearns' proposal to erect a barn on her property along Golf Course Road. The barn will be 3,404 sf and will be centrally located on the property. No stormwater design is required because structures totaling in excess of this equivalent area have already been demolished on the property. The PC recommends approval of the requested waiver of Land Development Planning. Supervisor Steve moved to approve the waiver as requested; Supervisor Brown seconded the motion which passed unanimously.

**2016 Roadwork Projects** - Bids for the 2016 Roadwork contracts as follows were reviewed.

Engineer Kraft recommended the BOS accept the bid from Landis C. Deck & Sons in the amount of \$128,892.00 & the bid from Asphalt Maintenance Solutions in the amount of \$187,850.00. (Total = \$340,292.00). Supervisor Steve moved to award the bids as recommended by Mr. Kraft; seconded by Supervisor Graham, the motion passed unanimously.

**Avondale Farm Subdivision** – Escrow and Maintenance security – Engineer Kraft recommended release of remainder of LOC in the amount of \$51,197.93. Supervisor Steve moved to approve the release; Chairman Smith seconded the motion which passed unanimously.

**Woods @ White Bear** – Maintenance security – Engineer Kraft recommended release of security (LOC) in the amount of 52,735.22. Supervisor Steve moved to approve the release; Supervisor Graham seconded the motion which passed unanimously.

### **SOLICITOR**

**Consider Advertisement of Ordinance Amending the SWM Ordinance (to be adopted in May 2016)** – Following a brief description, Supervisor Steve moved to authorize the advertisement of the Ordinance; Chairman Smith seconded the motion which passed unanimously.

### **OTHER**

**Adopt Resolution #16-14 – Intent to Follow Municipal Records Schedule** - Supervisor Steve moved to adopt the resolution; following a second by Chairman Smith, the motion passed unanimously.

The BOS recessed to Executive Session at 7:53PM upon a motion by Chairman Smith that was seconded by Supervisor Graham. The BOS reconvened @ 9:29PM.

Supervisor Steve moved to authorize Manager Easterday to hire Clarence Matz as a full-time road worker subject to the probationary period of the Labor Contract being completed; seconded by Supervisor Graham, the motion passed unanimously.

Supervisor Steve moved to appoint Ms. Easterday as permanent Township Manager; probationary period has been met. Supervisor Love seconded the motion which passed unanimously.

Supervisor Graham moved to authorize Chief Phillips to advertise for a Police Department Administrative Assistant, if he so chooses; seconded by Supervisor Steve, the motion passed unanimously.

There being no further business before the BOS, Supervisor Steve moved to adjourn at 9:34PM. Following a second by Chairman Smith, the motion passed unanimously.

Respectfully Submitted,

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Kathleen C. Haight, Recording Secretary

\_\_\_\_ Approved

\_\_\_\_ Approved as Amended

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Christopher M. Smith, BOS Chairman