

**ROBESON TOWNSHIP BOARD OF SUPERVISORS**  
**REGULAR MEETING MINUTES**  
**December 15<sup>th</sup>, 2020**

Chairman Smith called the Board of Supervisors Regular Meeting to order at 7:00 PM. The meeting held via ZOOM due to the COVID-19 pandemic. Supervisors Steve and Graham attended. Supervisor Brown joined the meeting at 7:02 PM. Also, in attendance were Solicitor Christopher J. Hartman, Chief Dennis W. Cassel Jr., Engineer Gary Kraft and Township Manager Colleen Easterday.

Citizen Concerns: None

Correspondence: Chip Karasin submitted her resignation for the planning commission and submitted a letter of interest to be on the EAC board. Motion by Supervisor Steve second by Chairman Smith, to accept the resignation to the planning commission and accept her to the EAC board, motion carried.

Police: None

Minutes

Motion by Supervisor Steve second by Supervisor Graham to approve the Budget Meeting Minutes of November 16, 2020 and Regular Meeting Minutes of November 17, 2020, motion carried.

Bills

Motion by Supervisor Steve second by Supervisor Graham to pay the bills from November 17, 2020 thru December 14, 2020, motion carried.

Reports

Motion by Supervisor Steve second by Supervisor Graham to accept the November 2020 Reports, motion carried.

Planning & Engineering

Peiffer / Trettin Subdivision – Preliminary / Final – conditional approval, Motion by Supervisor Steve second by Chairman Smith, motion carried.

Seyfert Camp Meeting planning waiver request

Motion by Supervisor Steve second by Supervisor Graham to accept the waiver request based upon conditions being met, motion carried.

Plan time extension (thru 3/31/21)

Cedar Hill Estates Ph 1 (F) expires 12/31/20 – Motion by Supervisor Steve second by Supervisor Brown to approve the time extension, motion carried.

Planning Commission Draft Zoning Amendment:

Motion by Supervisor Steve second by Supervisor Brown to have the Solicitor and Engineer rewrite with the recommendations of the Planning Commission and BOS.

Solicitor

Mrs. King of Water Cress Drive is asking the process to remove a paper street. Solicitor Hartman stated that confirmation of the deed be made to see if the street is noted. There would have to be an amendment of the Plan approval. The recorded plans should be reviewed for specifics. The BOS could adopt a resolution approving the change of the plan; however, the resident should check their deed as the first step.

Finance / Other

Resolution #20-14 – Motion by Supervisor Steve second by Supervisor Graham to adopt the 2021 Budget, motion carried.

Republic Services September Host Fees received \$12,292.80 and November \$12,138.87.

Ambulance Services – Motion by Supervisor Graham second by Supervisor Brown to accept the services of Southern Berks Ambulance. Supervisor Steve – No, Chairman Smith abstained, motion failed. Item to be added to the January 2021 agenda.

BCPW Association has waived the 2021 Membership dues for the township as the 2020 membership dues were paid and all meetings canceled due to COVID-19.

Tax Collector – 2021 Sitting Dates provided for review.

Snow Emergency – Motion by Supervisor Steve second by Chairman Smith to declare a snow emergency starting at 12PM Wednesday December 16, 2020 and continuing until the precipitation stops and the roads are clear, motion carried.

Resolution #20-15 keeping the tax rate at 3.25 tax mills, Motion by Supervisor Steve second by Chairman Smith, motion carried.

Mrs. Keturakis of 237 Bard Road raised the question of the policies and procedures of the Zoom Meeting.

Executive Session at 7:55 P.M. and reconvened at 8:25 P.M.

Motion by Supervisor Steve second by Chairman Smith to approve the Public Works Superintendent Job Description and authorize the Manager to hire for the position, Supervisor Brown – Yes, Supervisor Graham – No, motion carried.

Motion by Supervisor Steve second by Chairman Smith to have the Solicitor review the Zoom Meeting Policies then recommend to the board an updated policy, motion carried.

Meeting adjourned at 8:38 PM upon a motion by Supervisor Steve second by Chairman Smith.

Respectfully Submitted,

Colleen Easterday,  
Township Manager

DRAFT