

**ROBESON TOWNSHIP BOARD OF SUPERVISORS**  
**REGULAR MEETING MINUTES**  
**August 17, 2021**  
REVISED

The Regular Meeting of the Robeson Township Board of Supervisors was held via Zoom and in person at 2689 Main Street, Birdsboro Pa., August 17, 2021, at 7:00 PM. The meeting was called to order at 7:00 PM by Chairman Smith. Present for the meeting were, Supervisors Steve and Love. Supervisor Brown joined the meeting at 7:02. Supervisor Graham joined the meeting at 7:22 PM via Zoom. Also, present were Township Manager Colleen Easterday, Chief Dennis W. Cassel Jr., Public Works Superintendent Tim Wloczewski, Solicitor Christopher Hartman and Engineer Gary Kraft.

Motion to amend agenda items, VII-b, VII-d, IX-e and IX-f. Motion by Supervisor Steve second by Supervisor Love to amend the aforementioned items, motion carried. Supervisor Graham was not present for the motion.

Motion to accept the amended Agenda: Motion by Supervisor Steve second by Supervisor Love to accept the amended agenda, motion carried. Supervisor Graham was not present for the motion.

Citizen Concerns: None

Correspondence:

Long & Barrell auditors of the township finances three-year agreement will conclude at the end of 2021, and they will not be electing to work with the township going forward.

Public Works:

Superintendent Wloczewski reviewed completed and current projects throughout the township.

Superintendent Wloczewski requested a motion to approve he attend the Certified Stormwater Inspector Municipal MS4 training classes at the cost of \$1,422.00 being held September thru December 2021.

Motion by Supervisor Steve second by Supervisor Love to approve Superintendent Wloczewski attending the MS4 classes at the stated cost, motion carried. Supervisor Graham was not present for the motion.

Police:

Chief Cassel requested a motion to reaffirm a prior approval to send Sgt. Smith to Top Gun School, at Fort Indiantown Gap, September 12<sup>th</sup> thru September 18, 2021. Prior approval was on March 17, 2020 and was cancelled due to COVID. Motion by Supervisor Steve second by Supervisor Love to reaffirm Top Gun School for Sgt. Smith, motion carried. Supervisor Graham was not present for the motion.

Chief Cassel requested a motion to make a conditional offer to applicant Jakob Ketterer for the position of part-time police officer at an hourly rate of \$21.09. Motion by Supervisor Love second by Chairman Smith to make the conditional offer to Jakob Ketterer at the above stated hourly rate, motion carried.

Supervisor Graham was not present for the motion.

Chief Cassel also discussed the monthly police report.

Minutes, Expenses & Reports

Motion to accept the following reports, Minutes of the BOS Meetings of July 8 & 20<sup>th</sup>, 2021. July 2021 Monthly Expenses, Treasurer's Report, EEMA Sewer Report, Sewer Aging Report, SEO Permits, Road Report, Building Permits, Police, June & July Gibraltar Fire Company Reports, Friendship Fire Company Report and Western Berks and Tower Health EMS Reports. Motion by Supervisor Love second by Chairman Smith to accept all above stated reports, motion carried. Supervisor Graham was not present for the motion

Planning & Engineering:

Move to approve payment #2 to Allan Myers for the 2021 Roadwork totaling \$35,057.57. Motion by Chairman Smith second by Supervisor Steve, to make payment #2 to Allan Myers in the above stated amount, motion carried. Supervisor Graham was not present for the motion.

All supervisors are now in attendance.

Move to approve entering into an inspection escrow for Green Hills Estates Subdivision and allow the Developer to begin construction based upon the last approved plans. Motion by Supervisor Steve second by Supervisor Love to enter into the escrow agreement and to allow the construction to begin based on the last approved plans, Supervisors Brown, Love, Smith, Steve – Yes, Supervisor Graham – No Chairman Smith abstained motion carried.

Motion by Supervisor Steve second by Supervisor Brown to amend the agenda and add a new motion to re replace item VIIc, Supervisors Brown, Love, Smith, Steve – Yes, Supervisor Graham – No, motion carried.

Move to proceed with the recommendation of the Planning Commission regarding the proposed Zoning Ordinance Amendment by sending the draft to the Berks County Planning Commission and advertising for an October public hearing. Motion by Supervisor Steve second by Supervisor Graham to table the motion, motion carried.

Motion by Supervisor Steve second by Supervisor Brown to amend the agenda to change the R1 overlay to V.C. and eliminate the overlay. Supervisor Graham-No, Supervisor Love-Yes, Chairman Smith-No, motion carried.

Motion by Supervisor Steve second by Supervisor Brown to eliminate the R1 overlay and make the area VC then send the revision to the Berks County Planning Commission and the Robeson Township Planning Commission and advertise for an October hearing. Supervisor Graham-No, Supervisor Love-Yes, Chairman Smith-recused, motion carried

#### Solicitor:

Motion to approve Resolution 21-10, American Rescue Funds intent of use. Motion by Supervisor Steve second by Supervisor Graham to approve Resolution 21-10 ARF funds, motion carried.

Motion to move forward, using escrow funds, for any/all repairs at 664 Golf Course Rd. Motion by Supervisor Steve second by Supervisor Graham, for use of escrow fund to complete repairs at 664 Golf Course Road, motion carried.

Motion to re-advertise hearing for the re-zoning amendment. Supervisor Steve moved to table the motion as same was discussed earlier, second by Chairman Smith, motion carried.

Motion to approve revised job descriptions for road master, crew leader and road worker. Motion by Supervisor Graham second by Chairman Smith to table the motion till September for the suggested revisions, motion carried. Supervisor Steve voted No.

Motion by Chairman Smith second by Supervisor Love to place the revised Road Master, Crew Leader and Road Worker on the September agenda, motion carried.

#### Finance / Other:

Motion to approve to advertise an RFP for Township, Tax Collector & RTMA auditors. Motion by Supervisor Steve second by Supervisor Love to advertise an RFP for the aforementioned Township Accounts, motion carried. Manager Easterday will move forward with request for Auditors.

Motion to approve Resolution 21-12, agreement with Berks County Emergency Services to provide dispatch services. Motion by Supervisor Steve second by Supervisor Graham to approve Resolution 21-12, motion carried.

Motion to procure grant writer. Motion by Supervisor Steve second by Supervisor Graham to table this motion till the September meetings, motion carried.

Motion to approve EMS request for donation of ARF funds: This item is tabled for the time being. SEPTEMBER - Motion to approve 2022 Meeting Schedule Calendar prior to advertising. Manager

Easterday asked to have this motion tabled until the October meetings as revisions are necessary. Motion by Supervisor Steve second by Chairman Smith to table till the October meetings, motion carried.

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Motion to ratify the 8.12.21 approval for waiver of sewer permit for 2777 Hay Creek Road due to the time sensitivity of this request Motion by Supervisor Steve, second by Supervisor Love, motion carried.

Information only: \$11,061.59 in host fees was received from Republic Services.

There being no further business the meeting adjourned at 8:11 PM upon a motion by Supervisor Steve second by Chairman Smith, motion carried.

Respectfully Submitted,

Colleen Easterday,  
Township Manager