

**ROBESON TOWNSHIP BOARD OF SUPERVISORS**  
**MEETING MINUTES**  
**January 19<sup>th</sup>, 2021**

The Regular Meeting of the Robeson Township Board of Supervisors was held via Zoom on Tuesday, January 19, 2021 at 7 PM. The meeting was called to order at 7:01PM by Chairman Smith. Present for the meeting were Supervisors Love, Brown & Steve and Graham. Township Manager Colleen Easterday, Chief Dennis W. Cassel Jr., Solicitor Christopher Hartman and Engineer Gary Kraft.

Chairman Smith read the following appointments to Township Offices:

- |  |   |                           |
|--|---|---------------------------|
| 1. Township Manager                                      | - | Colleen A. Easterday      |
| 2. Township Recording Secretary                          | - | As Directed by Manager    |
| 3. Township Open Records Officer                         | - | Colleen A. Easterday      |
| 4. Township Deputy Open Records Officer                  | - | Sheila McCune             |
| 5. Municipal Authority Open Records Officer              | - | Colleen A. Easterday      |
| 6. Police Department Open Records Officer                | - | Colleen A. Easterday      |
| 7. Engineer for Township and Park & Recreation           | - | Kraft Engineering         |
| 8. Code Enforcement, Building & Zoning Officer           | - | Kraft Code Services       |
| 9. Alternate Building, Zoning & Code Enforcement Officer | - | Gary Kraft, P.E.          |
| 10. Emergency Management Coordinator                     | - | Galen L. Brown            |
| 11. Deputy Emergency Management Coordinator              | - | <b>To Be Determined</b>   |
| 12. Vacancy Board  | - | Michael Neatock           |
| 13. Sewage Enforcement Officer                           | - | Berks Envirotech          |
| 14. Alternate Sewage Enforcement Officer                 | - | System Design Engineering |

Supervisor Brown moved to reaffirm the appointments for 2021 listed above. After a second by Chairman Smith the vote was as follows:

- |                      |   |                              |
|----------------------|---|------------------------------|
| R. Douglas Love      | - | Not present during the vote. |
| Galen L. Brown       | - | Yes                          |
| Christopher M. Smith | - | Yes                          |
| Joy A. Graham        | - | Abstained                    |
| Harold W. Steve Jr.  | - | Yes                          |

Citizen Concerns:

Tracey Keturakis of 237 Bard Road inquired when the board will follow through with their complaint of junk accumulating at 213 Bard Road. The board directed Manager Easterday to follow up with the Zoning Officer to review the progress.

Police:

Chief Cassel advised that the police department is now accredited with the Pa Law Enforcement Commission. The new Police Truck is in service.

Minutes

Motion by Supervisor Steve second by Supervisor Love to approve the Meeting Minutes of December 15, 2020 and Reorganization Meeting Minutes of January 4, 2021, motion carried.

Bills

Motion by Supervisor Steve second by Supervisor Brown to pay the bills from November 17, 2020 thru December 14, 2020 revised, and December 15, thru January 18, 2021 motion carried.

Reports

Motion by Supervisor Steve second by Supervisor Brown to accept the December 2020 Reports, motion carried.

Planning & Engineering

Mr. Kraft advised the board he and the Mr. Wloczewski will be reviewing the roadwork projects for the year and if there were any specific areas the board would like review to let them know.

Solicitor:

Draft Zoning Ordinance revision was completed, does the board wish to send to the Planning Commission and County Planning Commission. There were only two minor changes made at the last two meetings. Motion by Supervisor Steve second by Chairman Smith to send the draft ordinance to the county to review and advertise for a hearing.

R. Douglas Love	-Yes
Galen L. Brown	-Yes
Christopher M. Smith	-Yes
Joy A. Graham	- No
Harold W. Steve Jr.	-Yes

Finance / Other:

Park & Rec Board is inquiring if the park will stay closed, (Yes), however will be reviewed monthly.

EMS Services: motion by Supervisor Graham second by Supervisor Brown to approve the resolution accepting the services of both TowerDirect and Western Berks ambulance services after review by the Solicitor, motion carried.

The Board recessed to executive session at 7:38PM.

The Board reconvened at 8:05PM.

Meeting adjourned at 8:06 PM upon a motion by Supervisor Graham second by Supervisor Steve.

Respectfully Submitted,

Colleen Easterday,  
Township Manager