

**ROCKLAND TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES**

JANUARY 12, 2016

The regularly scheduled meeting of the Rockland Township Board of Supervisors was held on January 12, 2016 at 7:30PM at the Rockland Township Municipal Building. The following board members were present: Chairman Herb Meadway, Vice Chairman Duane Bennetch, and Nathan Ohlinger. Also present were interested citizens.

The meeting was called to order at 7:30PM by Chairman, Herb Meadway. The meeting was opened with the pledge to the flag.

The meeting minutes of the December 29, 2015 Board of Supervisors' Year-End Meeting were approved as presented on a motion by Duane Bennetch, seconded by Nathan Ohlinger. There was no public comment. All were in favor. Motion carried. The meeting minutes of the January 4, 2016 Board of Supervisors' Reorganization Meeting were approved as presented on a motion by Nathan Ohlinger, seconded by Duane Bennetch. There was no public comment. All were in favor. Motion carried.

The balance sheets, check detail and deposit detail for December 2015 were prepared by the Secretary/Treasurer for the Board's review with the following balances reported to the Board of Supervisors.

101.000	General Fund – Checking	1,521.54
106.000	General Fund – Savings	1,251,482.81
108.000	General Fund – Govt Money Market	179,906.22
107.001	General Fund – Savings	1,869.35
107.002	General Fund – Savings	275,003.98
109.001	Government Money Market	118,107.85
109.007	Certificate of Deposit	100,000.00
109.002	Certificate of Deposit	109,106.16
110.000	Petty Cash	200.00
	State Aid Account – Savings	28,249.09
	State Aid Account – Checking	388.27
107.003	Capital Reserve Account – Savings	336,439.79
107.005	Payroll Account – Checking	18,220.48
	Total as of December 31, 2015:	\$2,420,495.54

On a motion by Herb Meadway, seconded by Nathan Ohlinger, the balance sheets, check and deposit details for December 2015 were approved as presented. There was no public comment. All were in favor. Motion carried.

Mr. Allen Spatz, 89 Foxs Road, requested to speak to the Board regarding a drainage issue with a neighboring property. Mr. Spatz requested a copy of the Township rules and regulations concerning stormwater. The Board informed Mr. Spatz that the Township's Stormwater Ordinance is available on the Township website. The Board suggested Mr. Spatz review the Stormwater Ordinance on the Township website until next month's Board meeting. This matter can be addressed at a future monthly Board meeting, if it is determined that the Township Engineer may need to be involved.

REPORT OF SOLICITOR

Update on Service Electric Franchise Agreement – This item was tabled until next month's meeting, since the Township Solicitor was unable to attend tonight's meeting due to traffic/travel problems associated with inclement weather.

REPORT OF ROADMASTER

The Roadmaster was unable to attend tonight's meeting (plowing snow).

Update on Above-Ground Fuel Tank Upgrades Quote(s) – This item was tabled until next month.

Hertzog School Road - As a follow-up regarding Mr. Perry Wiltrout's concerns with Hertzog School Road at last month's meeting, the Roadmaster contacted Brandywine Heights Area School District. A copy of the letter from Superintendent Potteiger dated December 18, 2015 was provided to the Board regarding Hertzog School Road.

Mr. Wayne Krueger and his son, who resides at 30 Beaver Creek Road) were present regarding a request for "Children at Play" signs (or other signs intended to warn traffic to slow down) along Beaver Creek Road. The Board authorized the Roadmaster to investigate this matter (type of signs, installation and location of signs, etc.).

On a motion by Duane Bennetch, seconded by Nathan Ohlinger, the Board approved the purchase of a Gledhill 11MR & 11LPR2 snow plow per E.M. Kutz's proposal (CoStars pricing) at a cost not to exceed \$12,000.00. (\$12,000.00 was included in the 2016 Budget for the purchase of a snow plow.) There was no public comment. All were in favor. Motion carried.

On a motion by Duane Bennetch, seconded by Nathan Ohlinger, the Board approved the road crew employees' attendance at the Berks County Public Works Association (BCPWA) meetings during 2016. The first BCPWA meeting is scheduled for January 13, 2016. There was no public comment. All were in favor. Motion carried.

On a motion by Duane Bennetch, seconded by Herb Meadway, the Board approved the purchase of necessary filters for Township equipment at Kutztown Auto Parts' NAPA Spring Filter Sale in order to take advantage of a 40% discount. There was no public comment. All were in favor. Motion carried.

The following Roadmaster items were also tabled, since the Roadmaster was not in attendance:

- 69 Hertzog School Road – Drainage Issues
- Quote obtained from Plasterer Equipment Company John Deere for a Skid Steer 326E and CP18D Standard Cold Planer
- Quote obtained for 2017 Mack Truck (to replace 98 International)
- State Salt Contract (2016-2017)

OLD BUSINESS

FREM Subdivision Revised Final Plan – Cider Mill Road – The Rockland Township Zoning Hearing Board rendered their decision on the Kuder's variance application, and the variance was granted. At the December 29, 2015 Planning Commission meeting, the Planning Commission recommended the Board approve the following waivers for the FREM Subdivision Revised Final Plan:

WAIVERS APPROVED BY PLANNING COMMISSION ON 12/29/15:

- Section 5:301.G (Private streets are prohibited)
- Section 5:502.A (All lots shall front on an existing or proposed public street)
- Section 4:303.D (Tract boundaries dimensions to be based on a survey)
- Section 6:208 (Monuments along existing street) and Section 6:209 (Lot corner monuments)
- Section 4:301 (Plan scale)
- Section 6:201.D Minimum design standards for streets (for existing private street)

- 50' right-of-way width & 22' cartway (Section 5:303.A)
- Designed horizontal curves (Section 5:305)
- Designed vertical curves (Section 5:306)
- Leveling area (Section 5:307.D)
- 30' minimum paving radius (Section 5:307.H)
- Signage (Section 5:307.1)
- Stop sign (Section 5:307.J)
- Turnaround or loop provided (Section 5:309.A-I)
- Dead end streets prohibited (Section 5:309.A)
- Monumentation (Section 6:208.A-E)

On a motion by Herb Meadway, seconded by Nathan Ohlinger, the Board approved the above-mentioned waivers for the FREM Subdivision Revised Final Plan. There was no public comment. All were in favor. Motion carried. Mr. Todd Kuder provided the Township with a copy of the bog turtle report, and the Sewage Planning Module was also complete (requesting an exemption). The Sewage Planning Module was reviewed by the Sewage Enforcement Officer and requires signature by the Township before forwarding on to PA DEP. On a motion by Duane Bennetch, seconded by Nathan Ohlinger, the Sewage Planning Module (exemption) was approved for signature for forwarding to PA DEP for the FREM Subdivision Revised Final Plan. There was no public comment. All were in favor. Motion carried. On 12/29/15, the Planning Commission also approved the FREM Subdivision Revised Final Plan, pending submittal of a revised Final Plan to address pending items per the Township Engineer's review letter dated September 25, 2015 and discussion at the 12/29/15 Planning Commission meeting. On a motion by Duane Bennetch, seconded by Herb Meadway, the FREM Subdivision Revised Final Plan was approved, pending the Township Solicitor's review of the maintenance agreement, pending the Township's receipt of an updated Plan including all waivers and approval date(s) for waivers, and pending PA DEP approval of the Sewage Planning Module. There was no public comment. All were in favor. Motion carried.

Per 1/4/16 Reorganization Meeting: Michael Schwenk is "on-board" with providing code enforcement/zoning officer services for 2016. He agreed to be compensated at \$52.00/hour, per his initial proposal from 2014. On a motion by Duane Bennetch, seconded by Herb Meadway, the Board approved compensation for the Township Code Enforcement Officer/Zoning Officer, Michael Schwenk at \$57.00/hour for 2016. There was no additional public comment. All were in favor. Motion carried.

After a brief discussion, the Board decided to table the following agenda items (which were tabled from the 1/4/16 Reorganization Meeting), and noted the Board is planning to meet with LTL Consultants, Ltd. on January 19, 2016 to discuss some concerns prior to the Board making a final decision regarding official appointments for 2016. Mr. David Hess inquired about the recent appointment of a new Code Enforcement Officer/Zoning Officer for the Township.

Items tabled from 1/4/16 Reorganization Meeting:

- Appoint the Township's Engineer and Engineer for the Planning Commission. Approve Rate Schedule for engineering services for 2016.
- Appoint the Township's Sewage Enforcement Officer. *(The individual employees of the appointed firm must also be approved.)* Approve Rate Schedule for SEO services for 2016.
- Approve Resolution establishing fees for Sewage Enforcement Officer's services for 2016.
- Appoint the Township's Building Inspector(s)/Building Code Official(s). Approve Rate Schedule for building inspector(s)/building code official(s) for 2016.
- Set Building Permit and Zoning Permit fees for Rockland Township for 2016 *(Approve Resolution, 2016 Fee Schedule).*

BILLS

The Township received its annual agreement for 2016 from the Animal Rescue League (ARL) for animal control services. The 2016 Budget includes a \$1,000.00 donation to the ARL, and the 1/12/16 bill list includes the \$1,000.00 donation to the ARL for 2016. On a motion by Duane Bennetch, seconded by Nathan Ohlinger, the Board approved signature of the 2016 agreement with the Animal Rescue League and approved the \$1,000.00 donation for 2016 to the ARL. There was no public comment. All were in favor. Motion carried.

A listing of the Unpaid Bills as of January 12, 2016 was provided for the Board of Supervisors approval. The total of the unpaid bills for approval was **\$9,733.27** from the General Fund. On a motion by Herb Meadway, seconded by Nathan Ohlinger, the list of unpaid bills totaling \$9,733.27 was approved for payment from the General Fund. There was no public comment. All were in favor. Motion carried.

NEW BUSINESS

Richard J. & Carol A. Blair Subdivision – Five Points Road – The Township received a plan titled “Richard J. & Carol A. Blair Subdivision” for Township review. The County application form, County review fee, and two copies of the plan were mailed to the Berks County Planning Commission. On December 29, 2015, the Planning Commission formally accepted the plan for Township review. Review/discussion of the plan is to be begin at the January 26, 2016 Planning Commission meeting.

The Township received registration materials from PSATS for the 94th Annual Educational Conference & Trade Show to be held April 17-20, 2016 in Hershey, PA. Township officials shall advise the Secretary who plans to attend, so Secretary can submit the necessary registration paperwork to PSATS. (Registrations after March 31, 2016 will be assessed a \$200 late fee.) On a motion by Nathan Ohlinger, seconded by Herb Meadway, the Board approved the attendance of Duane Bennetch and Nathan Ohlinger to PSATS’ 94th Annual Educational Conference & Trade Show to be held April 17-20, 2016. There was no public comment. All were in favor. Motion carried.

Ray Maillet, Assistance Vice President, First Priority Bank contacted the Township on December 16, 2015 to advise that First Priority Bank’s interest rate recently increased to 0.45%. First Priority Bank inquired whether the Township is interested in moving any funds to First Priority Bank. After a brief discussion, on a motion by Duane Bennetch, seconded by Herb Meadway, the Township Secretary was instructed to contact Ray Maillet to see if he would be available to attend next month’s Board meeting scheduled for Tuesday, February 9, 2016 at 7:30PM to discuss this matter further with the Board. There was no public comment. All were in favor. Motion carried.

The Township received correspondence from the Berks County Planning Commission (BCPC) dated December 18, 2015 advising that the BCPC is in the process of receiving permission from the Pennsylvania Historic and Museum Commission for the destruction of files for approved and recorded Subdivision and Land Development plans. The BCPC is reaching out to Rockland Township to inquire whether the Township would be interested in obtaining BCPC’s paper files (plans recorded between March and December 2012) prior to their destruction. After a brief discussion, the Board determined no action was necessary.

Finance Officers Association Meetings and Secretaries Association Meetings offered through Albright College’s Center for Excellence in Local Government during calendar year 2016 – On a motion by Duane Bennetch, seconded by Nathan Ohlinger, the Board approved the Secretary/Treasurer’s attendance at the Finance Officers Association Meetings and the Secretaries Associations Meetings offered by Albright College’s Center for Excellence in Local Government during 2016 (minimal cost, not to exceed \$10 per meeting and meetings are typically held quarterly). There was no public comment. All were in favor. Motion carried.

Sample Sick Leave Policies from other municipalities have been provided to the Board for review/consideration (per discussion at the 1/4/16 Reorganization Meeting). The Board agreed to review sample policies for possible implementation in the future (likely to be discussed when insurance renewals are received later this year, in order to look at the entire benefits package for full-time employees).

CORRESPONDENCE

A listing of correspondence dated January 12, 2016 was presented to the Board of Supervisors for their review.

Reports regarding zoning/building, sewage and stormwater issues and activity for December 2015 were provided to the Board of Supervisors for review.

The Board provided direction on the following items/complaints:

- Conrad Road – Shed Complaint – A zoning permit was obtained for the shed at 54 Conrad Road. Matter closed.
- 14 Day Road – The Board of Supervisors requested an update from LTL Consultants, Ltd. on the clean-up of the debris/trash on the property by the next meeting (2/9/16), in order to determine whether the Township should consider establishing a deadline for compliance.
- Lobachsville Road – Burning Complaint/Investigation Report – LTL Consultants met with property owner at 16 Lobachsville Road to discuss the Township’s Burning Ordinance and recent violation notice, as requested by the Board at the 12/8/15 meeting. New Code Enforcement Officer/Zoning Officer, Michael Schwenk performed a site visit on 1/11/16 and provided a Field Report for the Board dated 1/11/16. Upon review of the Field Report and a brief discussion, the Board determined no further action by the Board was necessary.
- Conrad Road – Signs Complaint – A complaint was received by the Township on December 18, 2015. On a motion by Duane Bennetch, seconded by Nathan Ohlinger, this item was tabled as the Board wished to consult with the Township Solicitor on the matter. There was no public comment. All were in favor. Motion carried.
- 23 Hill Road – Land-locked property – Zoning Officer, Michael Schwenk is seeking direction from the Board regarding how the Township has handled land-locked properties in the past – particularly with regard to allowing properties without street frontage to be permitted to be built upon. After a brief discussion, the Township Secretary was instructed to notify the property owner of 23 Hill Road to attend an upcoming Planning Commission meeting to informally discuss the matter with the Township’s Planning Commission.

UPCOMING MEETINGS/EVENTS:

Tuesday, January 26, 2016 @ 7:30PM – Planning Commission Meeting

Tuesday, February 9, 2016 @ 7:30PM – Board of Supervisors Meeting

PUBLIC COMMENT

Mr. Allen Spatz suggested the Board reach out to see if the Township’s current bank would be willing to match the interest rate proposed by First Priority Bank or increase their interest rate(s) on Township accounts. On a motion by Duane Bennetch, seconded by Nathan Ohlinger, the Board instructed the Township Treasurer to contact our current bank to see if the bank might consider an increase in the current interest rates for Township accounts. There was no public comment. All were in favor. Motion carried. There was no additional public comment. There being no further business, the meeting was adjourned at 9:09PM on a motion by Duane Bennetch, seconded by Nathan Ohlinger. Motion carried.

Respectfully submitted,

Karen Krall
Secretary/Treasurer