

**ROCKLAND TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES**

**FEBRUARY 14, 2017**

The monthly meeting of the Rockland Township Board of Supervisors was held on February 14, 2017 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 Attorney Alfred Crump (Township Solicitor), Linda Cluck-LTL Consultants, Ltd. (Township Engineer), John Yoder-LTL Consultants, Ltd. (Township Sewage Enforcement Officer), Michael Schwenk (Township Zoning Officer), PA State Police trooper, and 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 Board of Supervisors meeting held on January 10, 2017 were presented to the Board for approval. On a motion by Duane Bennetch, seconded by Nathan Ohlinger, the January 10, 2017 meeting minutes were approved as presented. There was no public comment. All were in favor. Motion carried.

The balance sheets, check detail and deposit detail for January 2017 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	2,063.38
106.000	General Fund – Savings	1,866,551.91
107.001	General Fund – Savings	3,808.25
107.002	General Fund – Savings	275,003.98
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	53,612.27
	State Aid Account – Checking	393.67
107.003	Capital Reserve Account – Savings	133,641.42
107.005	Payroll Account – Checking	18,087.62
	<b>Total as of January 31, 2017:</b>	<b>\$2,562,468.66</b>

On a motion by Herb Meadway, seconded by Duane Bennetch, the balance sheets, check and deposit details for January 2017 were approved as presented. There was no public comment. All were in favor. Motion carried.

22-26 Forgedale Road Property (Complaint) – Township officials briefly discussed possible code violations at the 22-26 Forgedale Road property. Michael Schwenk (Township Code Official), informed the Board that he sent a Notice of Violation to the property owner on February 14, 2017 requesting that the camper be removed from the property. After the discussion, on a motion by Duane Bennetch, seconded by Nathan Ohlinger, the Board authorized Michael Schwenk (Township Code Official) and LTL Consultants, Ltd. (Township Sewage Enforcement Officer) to proceed with contacting the property owner and taking necessary action to ensure any existing code violations are remedied. There was no public comment. All were in favor. Motion carried.

Mr. Andrew Martin and Mr. Ken Schnader, M&A Excavating, 120 Lyons Road, advised the Board that M&A Excavating is in the process of addressing a complaint associated with the enlargement of their parking area, and they were present to provide a progress update. Mr. Schnader informed the Board that Systems Design Engineering is in the process of preparing a plan on behalf of M&A Excavating for Township review/approval to ensure compliance with Township ordinances. Linda Cluck, LTL

Consultants, Ltd. (Township Engineer) informed Mr. Schnader and Mr. Martin that, at a minimum, a grading permit would likely be required – but possibly a land development plan, depending on the extent of the proposed work/activity. The Township Engineer also mentioned that a Sketch Plan could be submitted to the Planning Commission for an informal Township review in advance. Mr. Martin and Mr. Schnader informed Michael Schwenk, Township Zoning Officer, that a buffer zone will be included on the plan which will likely include trees and a fence to the south. It is anticipated that the plan being prepared by Systems Design Engineering will be ready for submittal to the Township in the next month or two).

Mr. Don Hausknecht, Gerhart, Hartman & Ritner, Ltd. requested to speak to the Board regarding the insurance proposal submitted for policy period 2/22/2017-2/22/2018. The Township's auto/liability/umbrella insurance policies are up for renewal effective 2/22/2017, and quotes were requested to compare to current rates. Mr. Hausknecht provided an overview of Gerhart, Hartman & Ritner Ltd., briefly reviewed the insurance proposal with the Board, and made himself available to answer any questions from the Board. At the conclusion of the discussion, the Board reviewed the renewal proposal from the Chester Perfetto Agency and the insurance proposal received from Gerhart, Hartman & Ritner, Ltd. On a motion by Duane Bennetch, seconded by Nathan Ohlinger, the Board accepted the insurance proposal from Gerhart, Hartman & Ritner, Ltd. to provide insurance coverage (auto/liability/umbrella) for the Township effective 2/22/2017-2/22/2018 with coverages identical to existing coverage limits. There was no public comment. All were in favor. Motion carried.

### **REPORT OF SOLICITOR**

The Township Solicitor had nothing to report.

### **REPORT OF ROADMASTER**

NAPA Spring Filter Sale (40% Discount) – On a motion by Duane Bennetch, seconded by Nathan Ohlinger, the Board approved the purchase of necessary filters for Township equipment during 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 Roadmaster informed the Board that the new 2017 Mack truck should be complete in about 2-3 weeks. The truck is currently with E.M. Kutz for body/equipment upfitting. The Roadmaster provided the Board with extended warranty information for the 2017 Mack truck. After a brief discussion, the Board ultimately decided not to purchase extended warranty coverage for the 2017 Mack truck.

The Roadmaster informed the Board of a CPR training opportunity being coordinated by Hereford Township. Rockland Township's cost to participate would be \$250.00. On a motion by Duane Bennetch, seconded by Nathan Ohlinger, the Board approved the road crew employees' participation in the CPR training at a cost of \$250.00. There was no public comment. All were in favor. Motion carried.

### **OLD BUSINESS**

Richard J. & Carol A. Blair Subdivision – Five Points Road – The time extension for review of the Richard J. & Carol A. Blair Subdivision is in effect until March 20, 2017. At the January 31, 2017 Planning Commission meeting, the Planning Commission acknowledged receipt of planning module approval from PA DEP and approved the Richard J. & Carol A. Blair Subdivision Plan (and recommends the Board do the same). On a motion by Herb Meadway, seconded by Duane Bennetch, the Board officially approved the Richard J. & Carol A. Blair Subdivision plan. There was no public comment. All were in favor. Motion carried.

Zoning Ordinance Amendment/Update – The Zoning Ordinance Amendment/Update is in progress. Township officials agreed to continue to review and discuss Article 2 – Definitions at the February 28, 2017 Planning Commission meeting.

Letter Received 10/7/2016 from PA DEP Requesting Update on Progress with Resubmission of Rockland Township's Act 537 Official Plan – Email correspondence dated February 14, 2017 from Mavickar Environmental advises that Dr. Archer plans to attend the March 14, 2017 monthly Board meeting.

Logo Design Contest Entries – Supervisor Nathan Ohlinger informed the Board that Lorenzo Hemmings consolidated the logo design contest entries into one logo, and Supervisor Ohlinger requested that the Board consider an honorarium payment to Mr. Hemmings for his time and efforts on Rockland Township's behalf. On a motion by Nathan Ohlinger, seconded by Herb Meadway, the Board approved an honorarium payment of \$50.00 to Mr. Lorenzo Hemmings for his assistance with the logo contest entries. There was no public comment. All were in favor. Motion carried.

Revised Memorandum of Understanding – Berks County Conservation District – The Township received correspondence from the Berks County Conservation District on January 5, 2017. The Berks County Conservation District, in cooperation with the PA DEP, has revised the Erosion & Sediment Control Memorandum of Understanding. Municipalities in Berks County are asked to review the revised Memorandum. The Berks County Conservation District is requesting a signed Memorandum of Understanding be returned to the District by the end of February 2017. (This item was tabled at last month's meeting.) On a motion by Duane Bennetch, seconded by Nathan Ohlinger, the Board approved signing the Revised Memorandum of Understanding (Resolution #2017-04) for forwarding on to the Berks County Conservation District. There was no public comment. All were in favor. Motion carried.

## **BILLS**

The Township received an invoice in the amount of \$10,299.86 for the balance owed for the John Deere skid steer. The invoice noted payment was due by 2/5/2017; therefore, a check was prepared and sent to comply with the 2/5/2017 due date. On a motion by Herb Meadway, seconded by Duane Bennetch, the Board approved final payment of \$10,299.86 (retroactively) for the John Deere skid steer to John Deere, Inc. from the capital reserve account (per 2017 budget). There was no public comment. All were in favor. Motion carried.

A listing of the unpaid bills as of February 14, 2017 was provided for the Board of Supervisors approval. The total of the unpaid bills for approval was \$26,561.08 from the General Fund. On a motion by Herb Meadway, seconded by Nathan Ohlinger, the Board approved payment of the unpaid bills totaling \$26,561.08 from the General Fund. There was no public comment. All were in favor. Motion carried.

## **NEW BUSINESS**

Certificate of Deposit Maturity (First Priority Bank) – The Township received notification of a certificate of deposit maturity on January 25, 2017. The Secretary/Treasurer provided the Board with up-to-date interest rates, and the Board decided to reinvest the funds with First Priority Bank at a term of 24 months at a rate of 1.3%. On a motion by Herb Meadway, seconded by Duane Bennetch, the Board approved (retroactively) reinvesting the funds with First Priority Bank in a 24-month CD at a rate of 1.3%. There was no public comment. All were in favor. Motion carried.

The Township received correspondence dated January 27, 2017 from Michelle Herman, Board of Trustees, Brandywine Community Library, advising that Jennifer Johnson (a resident of Rockland Township) has joined the Board of Trustees for the Brandywine Community Library starting in the 2017 calendar year. The Brandywine Community Library Board of Trustees has voted on this matter, and the addition of Jennifer Johnson to the Board of Trustees was documented at the Library Board's first meeting on January 26, 2017. The Library simply requests Rockland Township acknowledge this appointment. The Township Board of Supervisors acknowledged receipt of this correspondence and also acknowledged the appointment of Township resident Jennifer Johnson to the Brandywine Community Library Board of Trustees.

The Township received an inquiry on January 25, 2017 from a member of Hope Community Church, 31 Lobachsville Road and a resident of Rockland Township to “adopt” a piece of road to be responsible for trash clean-up in an area close to the church. The resident requested additional information regarding what would be required to adopt a road and requested input from Township officials with regard to any preference of Township road(s) to target for clean-up. The Board of Supervisors applauded the resident’s desire to get involved and any efforts to keep our community clean and trash-free. Township officials and the Township Solicitor then discussed the matter. Since Rockland Township does not have a designated “Adopt-A-Road” program to address a number of safety and liability concerns, Township officials made it clear that they would not grant approval or permission for volunteers to conduct trash clean-up on or along Township roads. Instead, the Board of Supervisors suggested the resident focus on trash clean-up along Lobachsville Road, which is a State road, and urged the resident to contact the Pennsylvania Department of Transportation to find out more about the State’s “Adopt a Highway” program, which provides safety training and safety materials for all approved participants. In addition, Keep Pennsylvania Beautiful has offered an adoption program as a way for caring individuals and groups to “adopt” local areas they care about and help to keep them clean. It was suggested that the resident may want to contact Keep Pennsylvania Beautiful to obtain additional information on their programs/offering. At the conclusion of the discussion, on a motion by Nathan Ohlinger, seconded by Duane Bennetch, the Board instructed the Secretary/Treasurer to inform the resident as to whether local roads close to the Hope Community Church are either Township-owned or State-owned, to outline to the resident that the Board is not granting permission for trash clean-up along Township-owned roads due to safety and liability concerns, and to encourage the resident to contact PennDOT or Keep Pennsylvania Beautiful (both have established programs which adequately address safety and liability concerns). There was no public comment. All were in favor. Motion carried.

Township Newsletter – On a motion by Herb Meadway, seconded by Nathan Ohlinger, the Board approved finalizing the Township Newsletter for mailing to Township property owners prior to the next monthly Board meeting. Mr. Jerry Keller informed the Board that he does not receive a Township Newsletter, since he is not a property owner in the Township (rental). The Board explained that the database utilized for preparation of the mailing labels for the newsletter is identical to the mailing list used to send property tax bills; therefore, it is difficult to easily identify rental properties, in order to send a separate newsletter to the actual tenant(s) as well. There was no additional public comment. All were in favor. Motion carried.

The Center for Excellence in Local Government – Albright College, is offering a Subdivision & Land Development Review Course in March 2017 and a Zoning Basics Course in May 2017. The class fee is \$110.00/person, which includes all three course dates and refreshments. A couple Township Planning Commission members expressed an interest in attending. Would the Board be agreeable to covering the cost of the course(s) for Planning Commission members to attend? On a motion by Herb Meadway, seconded by Duane Bennetch, the Board agreed to cover the costs (\$110.00/person) for any Planning Commission member to attend either the Subdivision & Land Development Review Course and/or the Zoning Basics Course offered by the Center for Excellence in Local Government – Albright College. There was no public comment. All were in favor. Motion carried.

2016 Reimbursement for Enforcing the PA Sewage Facilities Act – LTL Consultants, Ltd. provided the Township with a completed application for reimbursement for enforcing the Sewage Facilities Act for 2016. The total amount of the reimbursement was \$5,997.00. On a motion by Herb Meadway, seconded by Nathan Ohlinger, the Board approved the application prepared by LTL Consultants, Ltd. for enforcing the Sewage Facilities Act for 2016 in the amount of \$5,997.00 for signature and forwarding to PA DEP. There was no public comment. All were in favor. Motion carried.

Spotted Lanternfly Update: Three more townships are now part of the 74 municipalities across six Pennsylvania counties that are quarantined due to the presence of the invasive Spotted Lanternfly. On January 28, 2017, Haycock Township in Bucks County and East Pikeland and Warwick Townships in Chester County were added to the quarantine, which restricts movement of any material or object that can spread the pest.

## **CORRESPONDENCE**

A listing of correspondence dated February 14, 2017 was presented to the Board of Supervisors for their review.

Reports regarding zoning/building, sewage and stormwater issues and activity for January 2017 were provided to the Board of Supervisors for review.

## **UPCOMING MEETINGS/EVENTS:**

Tuesday, February 28, 2017 @ 7:30PM – Planning Commission Meeting (Zoning Ordinance Amendment/Update)

Tuesday, March 14, 2017 @ 7:30PM – Board of Supervisors Meeting

## **PUBLIC COMMENT**

Mr. Eric Fox, Ruscombmanor Fire Company, informed the Board that the Ruscombmanor Volunteer Firemen's Relief Association financial reports and a 2016 call log were provided to the Township. The new rescue truck was ordered about one month ago.

Mr. Jerry Keller, Lyons Fire Company, informed the Board that the Lyons Fire Co. Relief Association financial reports and a 2016 call log were also provided to the Township and encouraged Township officials to review the reports and information.

Supervisor Nathan Ohlinger inquired whether a Township property owner must register any individual or guest who moves into the Township for several months (and the individual/guest has changed his/her permanent mailing address to an address situated in Rockland Township). The Township Solicitor advised of a Township Ordinance (#1983-1) which states that every owner of a rental dwelling unit or units shall be responsible to the Tax Collector of Rockland Township, to certify to said Tax Collector, a list of all tenants and their addresses on or before June 30 and December 31 of each calendar year. Mr. Todd Gummo requested additional clarification on the registering of individuals with the Tax Collector.

Supervisor Nathan Ohlinger also inquired whether solicitations sent through the mail (to a specific property owner) would fall under the Township's Solicitation Ordinance. The Township Solicitor advised that the Township Solicitation Ordinance specifically deals with door-to-door solicitation, not solicitations via mail.

There was no additional public comment.

There being no further business, the meeting was adjourned at 8:45PM on a motion by Duane Bennetch, seconded by Nathan Ohlinger. Motion carried.

Respectfully submitted,

Karen Krall  
Secretary/Treasurer