

**WASHINGTON TOWNSHIP BOARD OF SUPERVISORS
MINUTES
JUNE 28, 2018**

CALL TO ORDER

Chairperson David Moyer called the regularly scheduled meeting of the Washington Township Board of Supervisors to order at 7:00 p.m., at the Washington Township Municipal Building. The meeting opened with the Pledge of Allegiance.

Chairman Moyer announced an Executive Session was held this evening to discuss litigation.

ROLL CALL

The following members were present: Supervisors, David Moyer, Thomas Powanda, James Roma, Solicitor, Daniel Becker, Esquire; John Weber representing LTL Consultants, Brian Brochon, Gilmore & Assoc., Township Manager, Richard Sichler, staff member Susan Brown and approximately sixty-four (64) residents in attendance.

Absent:

TAPING OF MEETING

The meeting was recorded as an aid in the preparation of the minutes. It was noted no one other than township staff was taping the meeting this evening.

A motion was made by James Roma and seconded by Thomas Powanda adopting the Joint Comprehensive Plan as presented. **No comments received.**

All ayes

SPECIAL REQUEST

Boyertown Soccer Club:

Members of the Boyertown Soccer Club were present this evening to discuss the J.K. Memorial Field. The original scope of the project has been reduced for various reasons. It was stated the proposed lighting will be eliminated due to the fact that the Club is unable to comply with the township's lighting ordinance. The primary playing field will remain the same size as proposed, as well as the proposed portable bleachers. The proposed 20 x 40 concession stand with restrooms however will be reduced in scale and bathrooms eliminated. The reason for the reduction in size is due to the Conservation Districts requirements of a retention basin based on the amount of earth disturbance. The building would be placed on a slab and hurricane strapped to the slab. Port-O-pots would be utilized with some type of screening around them to avoid having them out in the open. A chain link fence will be placed around the field to prevent vandalism from vehicles entering onto the field. In addition, water and electric will be run to the field for concession stand. Mr. Becker stated the significant changes to the Plan does alter the Field Use Agreement which would require an amendment to the Agreement. The Soccer

Club would like to proceed with the construction of the field in mid-August. Chairman Moyer stated he is not in favor of the 20 - year lease agreement and would like to renegotiate the Agreement. Chairman Moyer requested a Special Meeting to further discuss the Lease Agreement.

Sewer Fund Presentation – Mr. Paul Janssen:

Mr. Janssen conducted a rate study for the sewer system. Mr. Janssen reviewed how we got where we are today and how the Township should move forward. Everyone pays the same rate since the township does not have a public water system. The Plant was built to handle 1,100 EDU's and the Plant is reaching capacity. The Plant is in good operating order with approximately 116 additional EDU's available to add to the system at this time. Since the Township took over the Authority in 2012 there have been 35 EDU's added; there were numerous EDU's that were prepaid to the Authority. The Township has \$344,050 identified for Capital Contributions. In the State of Pennsylvania that money is to be taken and put into a segregated account and the money is to be used for capital improvements to the system or for Plant expansion. Mr. Janssen stated the reserve of \$941,590 is not appropriately assigned within the township budget. Mr. Janssen made the following recommendations:

1. Create a Capital Contribution Account
2. 25% should be reserved for a utility budget
3. Create a \$200,000 Capital Reserve Account with surplus funds

Mr. Janssen's recommendation is to wait until the end of 2018 and implement the above items/accounts.

One of the problems identified is the Authority decided to pay for the conveyance system which typically has cost overruns. Typically, when a system is installed a front footage charge is assessed. Out of the \$115. user fee paid each month, \$76.25 of that is used to reduce debt.

PUBLIC COMMENTS

John Christman, Magpie Court – Thanked the Supervisors for having Mr. Janssen complete the sewer rate study. Mr. Christman asked if neighboring municipalities users pay all the costs or do other residents pay not connected pay as well. Mr. Janssen stated in the Commonwealth of Pa you must received the benefit of the utility to be charged for it. Mr. Christman stated there are areas in the township that have metered water and asked if that is a way to reduce the monthly fee. Mr. Janssen stated that you cannot meter some and charge others a flat fee. The entire system would have to be metered.

Mrs. Noon, 5 Chase Circle – asked if there are other municipalities with this same problem? Mr. Janssen stated there are a lot of systems built recently that have monthly fees of \$100 or more.

Kathy Yons, 10 Eagles Watch – asked about metering a well. Mr. Janssen stated you can only meter a public system. Mrs. Yon said there are so few people using the sewer system why can't that debt be spread over the entire township since this is a township issue. Mr. Janssen again explained you cannot charge someone who is not connected.

Debbie Hardy, 9 O'Donoghue Way – asked if the system was constructed for original residents whose systems were failing? Mr. Janssen stated yes, the septic systems were failing and DEP mandated that a public sewer system be installed.

Carol Latch, 3 Bunting Court – asked about obtaining grant money. Mr. Janssen stated low income municipalities receive some grant money however, Washington Township is not considered low income.

John Wynne, 17 Eagles Watch – stated the financial future is looking bright. There are an additional 400 EDU's that may be coming in the future. Mr. Wynne stated what he has been advocating is a "discretionary credit". As money begin to free up and there is flexibility the Supervisors make a decision on an annual basis to put in an across the board discretionary credit against the annual \$1,380 for a particular year in the fourth quarter of the year. Mr. Wynne asked Mr. Janssen if he would have a problem with this type of credit. Mr. Janssen stated he would not recommend that type of system and are playing with fire by doing this type of adjusting. You are not locked into a rate, it can be changed each year based on the budget. Mr. Wynne stated he disagreed with Mr. Janssen's quick dismissal of discretionary credit vs an actual reduction in the rate. Mr. Janssen stated why would you not just make the rate reflect what you need to run the system.

Mrs. Noon, asked how much the township pays the collection agency, Arcadia Recovery Bureau (ARB), each month. Mr. Sichler stated we do not pay ARB, they receive a percentage of what they collect. Mrs. Noon expressed concerns about using a company that is not local.

Connie Cordova, 8 Wren Drive, asked what the Board is planning on doing with this information. Mr. Becker said the Supervisors just got this information and will need some time to review the information. Also, it was recommended by Mr. Janssen to put his recommendations into place at the end of the year. Ms. Cordova stated she thinks the Supervisors should focus on this as soon as possible. Chairman Moyer stated there will be no change this year due to the fact that we are already in the middle of the budget year and the recommendations Mr. Janssen has made need to be put into place by the end of the year in order to prepare for the 2019 budget.

Laura Pagotto, 11 Songbird Court, asked if there could be a "side by side" budget for the remainder of the year to see how things may work out. Mr. Sichler explained there is a lot of work to be done to prepare for 2019 budget.

Peg Stuart, 109 Nuthatch Court, questioned if the 2012 bond was a Washington Township general obligation bond, it was not a bond that was specifically for sewer. Mr. Becker stated it was based upon the revenue that was generated from the sewer account. It's called a revenue bond not a general obligation bond. Mrs. Stuart asked why the Supervisors have not done something to put some kind of responsibility on the whole township. Mr. Roma stated that a 2-mil tax was put on the entire township and 1 mil was stopped however 1 mil remains but goes into the general fund.

John Wynne, asked how the Supervisors differentiate between a capital maintenance fund vs money for plant expansion which should come out of the \$10,000. Mr. Janssen explained the capital fund is to repair things that their usage is not within the calendar year. Mr. Janssen stated that is why he made the recommendation of getting the money out of the sewer fund.

Connie Cordova, asked the Township Manager if he looked into selling any of the lab equipment at the WWTP. Mr. Sichler said they are considering it.

Mrs. Noon, stated the builder or township should make potential home buyers aware of the sewer situation rather than people being surprised. Chairman Moyer stated the builders are aware of the sewer rate and it is the home buyer's responsibility to check everything, taxes, school district and utility costs.

Doug Stettler, Limekiln Road, asked if the township can charge a holding fee for developers who purchase EDU's but do not immediately connect them. It was explained that the township does charge a non-connect fee which is \$415 per EDU per year.

John Christman, asked if the 150-foot connection rule is new. Mr. Becker stated it is not a new rule and it is a state rule.

APPROVAL OF MEETING MINUTES OF MAY 24, 2018

A motion was made by David Moyer and seconded by Thomas Powanda to approve the minutes as prepared for the meeting of May 24, 2018. **No comments received.**

All ayes

TOWNSHIP REPORTS

A motion was made by James Roma and seconded by Thomas Powanda to approve the payment of all bills for the General Fund, Highway Aid Fund, Recreation Fund, Street Light Fund, Traffic Impact Fund, Sewer Fund and Building Escrow Funds up to and inclusive of June 28, 2018, and to file the treasurer's report for audit. **No comments received.**

All ayes

TAX COLLECTOR

Tax Collectors Report for the month of May 2018:

Real Estate Tax	\$ 5,735.88
Interim Tax	\$ 2,141.67
Light Tax	\$ 33.00
Hydrant Tax	\$ 37.21
Per Capita Tax	<u>\$ 231.08</u>
Total	\$ 8,178.84

FIRE CHIEF'S REPORT

A copy of the Eastern Berks Fire Department Report is enclosed.

ZONING/SEO REPORT

Reports are in the binders.

SEWER ENGINEER'S REPORT

A copy of the Engineer's Monthly Report is enclosed.

A copy of the EEMA O & M Report is enclosed

Mr. Brochon reported the Swamp Creek Pump Station Part 2 Water Quality Management Permit was submitted on May 30th to PADEP.

Mr. Brochon reported the field investigation for the I/I study has been conducted in the Weinsteiner Pump Station area and they are now in the process of summarizing their findings and will be issuing a report of findings and recommendations to the Board.

TOWNSHIP ENGINEER

A copy of the Township Engineer's Report is enclosed.

- Shuhler Farms Subdivision – Revised Plan was received and will be reviewed at the July Planning Commission meeting.
- Bally Springs Phase II –LTL has been working on the punch list for dedication of Phase II.
- Bally Springs Phase III –June 22, 2018 escrow release #4 requested in the amount of \$176,427.27. After review the recommended release amount is \$141,427.26. A motion was made by James Roma and seconded by Thomas Powanda authorizing Bally Springs Phase III escrow release #4 in the amount of \$141,427.26. **No comments received.**

All ayes

- 2018 Road Projects –core samples were taken from the three roads for analysis in order to generate the full depth reclamation design. Work is anticipated to take place in mid-July.

SOLICITOR'S REPORT

None

SUPERVISORS

UNFINISHED BUSINESS

- **1998 Chevy Pickup Truck** – Mr. Sichler was previously authorized to sell the 1998 Chevy Pickup. The auction finalized with the high bid of \$2,951. There was a set of tires and wheels that went to the high bidder for \$140.00 for a total truck sale of \$3,091
- **Re-Keying of Twp. Building**-Previously received a quote from Stu Stoudt in the amount of \$2,014. Mr. Sichler worked with Greg Carter however was not able to obtain a complete quote from Mr. Carter. James Roma made a motion to accept the current quote from Stu Stoudt in the amount of \$2,014, motion seconded by Thomas Powanda. **No comments received.**

All ayes

- **Per Capita Tax bills** – Mr. Sichler announced the Boyertown School District will be preparing the Per Capita Tax bills.
- **Bally Water Supply Agreement update**-Bally has offered to extend the current agreement with the existing terms for one year. A motion was made by James Roma, seconded by David Moyer authorizing Mr. Sichler to work with Bally Borough to extend the current water agreement for an additional year. **No comments received.**

All ayes

- **Purchasing Policy** – will be tabled until next meeting

NEW BUSINESS

- **Resolution 2018-20** – A motion was made by James Roma and seconded by Thomas Powanda adopting Resolution No. 2018-20 authorizing the reimbursement of the General Fund from the Traffic Impact Fund provided the total distribution of funds from the Traffic Impact Fund does not exceed the total cost of the design, property acquisition and construction of the Route 100 and Barto/Gehringer Roads traffic light system. **No comments received.**

All ayes

Public Comment:

Connie Cordova, asked if Mr. Sichler has had any luck borrowing a speed limit sign from a neighboring municipality. Mr. Sichler stated he has talked to several municipalities however they already have them deployed and have a list of where they will be moved next. To purchase a new sign is about \$1,200.

- **Door replacements** – Mr. Sichler stated the doors for the main entrance have been ordered. There are three doors with threshold issues. Mr. Sichler has received bids from two companies, HC Quality Doors, Gordonville, and Dutchman Contracting, Reinholds. A motion was made by David Moyer and seconded by Thomas Powanda authorizing the quote from HC Quality Doors in the amount of \$7,856.18. **No comments received.**

All ayes

- **General Code** – update of the Township Code Book and database which has not been done for at least two years. A motion was made by James Roma and seconded by David Moyer authorizing General Code to update the Township Code Book and database in the amount of \$2,530. **No comments received.**

All ayes

- **Pike Township Intergovernmental Agreement** – A motion was made by James Roma and seconded by Thomas Powanda authorizing the Intergovernmental Agreement between Washington and Pike Townships for a period of one (1) year. **No comments received.**

All ayes

- **Signal Service Inc.** – A motion was made by James Roma and seconded by David Moyer authorizing the renewal of Signal Services 2-year Maintenance agreement in the amount of \$525 per year. **No comments received.**

All ayes

- **Environmental Advisory appointment** – A motion was made by David Moyer, seconded by Thomas Powanda appointing Matthew Rhoads to the Environmental Committee. **No comments received.**

All ayes

- **Safety Committee request** – The Township Policy currently states no shorts permitted however the Safety Committee has requested the seasonal employee who does the mowing be permitted to wear shorts when he is on the mower. A

motion was made by David Moyer and seconded by Thomas Powanda permitting shorts during the use of the mower only, when conducting other tasks long pants or chaps must be worn. **No comments received.**

David Moyer – aye
Thomas Powanda – aye
James Roma - opposed

Chairman Moyer received a letter from a township resident requesting a reduced rate for six months while in Florida. Chairman Moyer stated there is no reduced rate offered by Washington Township, the request is denied.

SUBDIVISION/PLANNING

None

SUBDIVISION EXTENSION

A motion was made by James Roma and seconded by Thomas Powanda granting the following Subdivision Extension:

Shuhler Farm 07/02/18 to 09/29/18

No comments received.

All ayes

COMMUNICATIONS

Copy of the ARB Delinquent Account Report is enclosed.

Mr. Roma pointed out there are currently 14 accounts placed with ARB, 13 of the 14 were on the ARB report in 2013. Mr. Becker explained that the Township does all it can to collect however there is no such thing as debtor prison.

ANNOUNCEMENTS

The next WTMA (water) meeting will be held on Thursday, July 26, 2018 at 6:30 p.m.

The next board of Supervisors meeting will be held on Thursday, July 26, 2018 at 7:00 pm.

Public Comment:

Connie Cordova, asked what prompted the removal of the trees of heaven along Old Route 100. Mr. Sichler explained this was seen as a high-risk area for the Lantern Fly. This was done by the Dept. of Agriculture and Berks County. Ms. Cordova also asked who removes dead animals and it was suggested she contact the Game Commission.

Peg Stuart, asked about the PaDOT sign on Route 100 directly across from Stauffer Road. Ms. Stuart stated the sign has been knocked down. Chairman Moyer stated that is a PaDOT issue. Ms. Stuart asked if there has been any progress with the West Tract property, it was stated there is nothing new. Ms. Stuart stated on Saturday Grandview started a race at 11:30 p.m. the Chairman stated they are permitted to race until midnight.

EXECUTIVE SESSION

ADJOURNMENT

A motion was made by James Roma and seconded by Thomas Powanda to adjourn the meeting at approximately 9:38 p.m. **No public comment received.**

All ayes

Respectfully submitted,

Richard Sichler
Manager/Secretary