

Richmond Township Board of Supervisors  
Monthly Meeting  
Monday, March 10, 2025  
6:00 P.M. prevailing time

Chairman Brian Wanner called the Richmond Township Board of Supervisors' monthly meeting to order at 6:00 P.M. in the Richmond Township Municipal Building. The pledge of allegiance followed.

**ROLL CALL**

In attendance at this meeting were Supervisors Brian Wanner, Sam Kemmerer and Scott Brinker; Jennifer Galomb, Township Manager/Secretary-Treasurer; Chris Hartman, Esq., Solicitor; Scott Anderson, Township Engineer

**PUBLIC PARTICIPATION- AGENDA COMMENTS SESSION**

None

**APPROVAL OF MINUTES**

A motion was made by Sam Kemmerer to approve the minutes from the February 17, 2025 Monthly Meeting, Scott Brinker seconded the motion. Motion carried unanimously.

**NEW BUSINESS**

**Public Discussion – Township's Plans for the Open Space in Willow Crest Development**

Robby Rarick discussed that there are 16 acres of useable space in the Willow Crest Development, which the Township would like to use to create a park for the community to use and they are looking for feedback from the public on the plans.

The plans feature: a walking path, around the perimeter of the property, 2 individual playgrounds, one for 2–5-year-olds and the other for 5–12-year-olds. There are pavilions and

concession stands on the plans, they are not however set in stone at this time. On the opposite side of Rhino Drive is a baseball field and a long grassy area that might stay undeveloped.

Sarah Chudnovsky, who is a freelance grant writer working with the Township on the grant application, discussed the time line and a little bit about the grant process. She asked for the communities' thoughts on the plan and any other suggestions for the land.

Brian Wanner mentioned that originally the plan was to have this piece of property donated to the school district, but the administration changed and they no longer want the property. The property has to be dedicated and the developer has agreed to assist with a few items to help with the project. The baseball association had approached the Township, requesting another field. The plan is to try and apply for a grant, in order to keep the costs for this minimal to the Township, as there are no parks in the Township, the Board thought that it would be a good idea.

He opened the floor for comments or questions from the public.

Alyssa Damiani- Discussed that it is hard to imagine after all these years of being a resident in the development, that the nice green space will be changing, she would prefer to have it stay the way it is. She voiced her concern of what the park will do to the real estate values of the homes.

Brendon Moll- Asked if the grant is denied, is there a plan b?

Brian Wanner stated that if the grant is denied, it will be scaled down to possibly just a ball field, but it will be something. Some sort of recreational park, but no development, no manufacturing.

Brendon is also the president of the youth soccer club and he stated that he reached out about a year ago regarding the potential of putting a soccer field in, if at all possible. He also inquired about security of the park, if there would be cameras around in case of vandalism and such.

Brian discussed that there would definitely be cameras and there has been talks of bathrooms as the sewer lines run right next to the park, however there is always that risk of vandalism.

It was asked what size soccer fields would be needed? Brendon stated that there are 3 different sized fields that they could play in, which the need right now is for the small and medium fields. The largest field is approx. 300' X 175'

Sue Treichler- Thought the plan is the most positive idea the Township has had in a very long time. The plans are for a multi-generational park, which is wonderful for everyone. There is definitely a need for a ballfield as there are waiting lists to get on the fields that are around the area. The pavilions are a great idea, especially for family reunions.

Richard Rabenold- Thought it was a beautiful facility but questioned if it would make sense to move the dumpster closer to the concession stand. Sarah Chudnovsky stated that it will be in a different area and will be concealed by a privacy fence. The plans that are on display are "preliminary", just to get the public's input.

Owen Bleyer- Requested a garden to add visual aspects to the Township, make it a more vibrant look.

Sarah discussed that part of the plan was to have native plants, something that is low maintenance as well as showcase colors throughout the year.

Kate Hughes- Voiced her concern with the plan, stating that when they bought the property, they were told it would eventually be a playground and playground equipment, not pavilions and concession stands. Walking paths are great, but if the sidewalks aren't shoveled the walking paths won't be shoveled. She is more for the soccer fields that are less obtrusive. She had also questioned why there was a need for another baseball field, when there is already a baseball field that is never used and is never maintained.

Brian discussed that the Fleetwood Baseball Association is directly involved and had requested it, similar to Brendon requesting a soccer field.

Kate also mentioned that the parking lot is mobbed when there is a game there and asked if there would be any other parking areas for this plan. Scott Anderson pointed out the second parking lot, near the playground is for the carry-over of vehicles.

She discussed that kids that are over 15 years of age will need a place to go and the park does not really have anything for kids of that age to do constructively, just something else to consider.

Brian discussed that again, we are looking for the public's suggestions as to what they would like to see. If they build a park and no one uses it, it would be a misuse of funds and grant money. Part of the grant process is to make sure that there is a need for this and if not, find out what the public wants to see in that space.

Toni Kemmerer- Voiced her concerns with the traffic on Rhino Drive with soccer or baseball games going on. It is the only road in and out of the development and didn't want to see vehicles parked on the side of the road blocking the entrance. Also asked if there was a possibility for a community garden, where the residents have their own pieces of land that they can grow vegetables and such.

Mike Schwab- Asked if Rhino drive will be monitored by the Fleetwood Police. He stated that when there is a soccer game the parking lots are full, if there are no "no parking" signs on Rhino Drive it is going to get blocked and make neighbors very upset.

Owen Bleyer- Suggested a pond for geese and ducks and plating of a willow tree.

The Board thanked everyone for their time and feedback and invited them to join the next meeting on March 24<sup>th</sup> from 6:00 PM – 7:00 PM at the Willow Creek Elementary School

**Discuss plan to sign land dedication**

Attorney Hartman discussed that the land dedication document has been received, we got that last fall, the Township was holding off on accepting in order for Grande to complete the improvements that they had agreed on; however, for the Township to apply for this grant, it will need to show that the land will be owned by the Township. He believes that if they include the land dedication document with the application, it should be substantial enough for them to move forward.

Since the grant application has to be submitted by the end of April, Attorney Hartman recommended to not accept the dedication until after the application is due. He recommended the Board have him prepare the title document with inclusion that is needed for the grant application. A motion was made by Brian Waner to approve the preparation of the documentation, Sam Kemmerer seconded the motion. Motion carried unanimously.

**Approval of Robby signing letter of matched commitment.**

Sarah discussed that prior to the application going in, if there is any work that is done or any money spent on the project that would need to be changed on the budget for the plan, Robby would be approved to sign for that change. A motion was made by Brian Wanner to approve Robby signing for open space park budgetary numbers, Sam Kemmerer seconded the motion. Motion carried unanimously.

**Approve resolution to apply for Open Space Grant**

A motion was made by Brian Wanner to approve the resolution, Sam Kemmerer seconded the motion. Motion carried unanimously.

**Code Enforcement Report for February, 2025 and related Correspondence- Kraft**

Jeff Fiant was in attendance and reviewed the report with the board.

Property on Crystal Cave Road that Jeff is working with to get some of the rubbish and debris cleaned up so that they are in compliance or the ordinance.

14031 Kutztown Rd- Looking to add a driveway onto RT 222 for direct access. Scott Anderson discussed that he is getting calls from property/business owners regarding the PennDOT RT 222 condemnation.

Sheetz- Complaint of trash and construction debris blowing into the neighboring property. Jeff stated that it seems to be under control now.

Moselem Springs Road- Letter has been written for a civil complaint and has been forwarded to the solicitor's office for review.

Witwer Lane- Property was sold. Jeff met with the new property owner to review what needed to be taken care of. When they met on location, neighbor had the access road blocked off with concrete pipes and large boulders. Jeff mentioned that the Township will have no involvement in that as it is a private road/ private lane and will strictly be between the property owner and the neighbor.

Jeff mentioned that there was a request from the Virginville Fire Company to inspect a house fire from the night before. Brian asked him to also check out the property at Forgehill Road and RT 662, they are adding stuff to the yard and it is looking like a dump.

**SEO Report- LTL Consultants Ltd.**

The Board reviewed the report and had no questions

**Police Report- Fleetwood Police.**

Chief Ulshafer was in attendance and reviewed the report.

**Virginville Fire Company Report.**

The Board reviewed the report and had no questions.

**Walnuttown Fire Company Report.**

The Board reviewed the report and had no questions.

**Life Lion and Tipton Ambulance Reports.**

The Board reviewed the reports.

**Motion to approve Hincapie Bike Ride on May 31, 2025**

A motion was made Brian Wanner to approve the bike ride, Sam Kemmerer seconded the motion. Motion carried unanimously.

**OLD BUSINESS**

None

**ENGINEER'S REPORT- Scott Anderson**

**Echo Hill County Store- Discuss Subdivision**

Scott Anderson discussed that they are looking for a subdivision of 3 acres off of a 7acre property.

Chip Haws of Barley Snyder was in attendance to discuss this plan on behalf of the owners of Echo Hill Country Store. The property is zoned R-A, the store opened in 1981 in a prior non-conforming use. It has expanded several times and is up to about 6,000 sqft. They would like to build a new facility, new parking area and driveway to make it safer. They would like to subdivide this from the property with the house on it, but it is not a use permitted in the district.

Dana Weaver discussed that they are looking to update the building and make the parking area safer for everyone and they are looking to see what their options are with regards to building in the zoning district.

They are looking for feedback on how to pursue the idea and what steps would be involved.

After a brief discussion, The Board recommended that they put an application in to the Zoning Hearing Board for their plan and the Board would write a letter of recommendation to support it.

**Solar Farm**

Scott Anderson discussed that both the Conservation District and himself are waiting on information as to the orientation and function of the basins. They are looking for their engineer to state that it is functioning the way it is supposed to be. The Board asked if the outflow could

be moved a little higher to assist with the drainage, which would be an infiltration basin, which was suggested by the Conservation District as well, they are awaiting responses from the developer.

**Forgehill Road bridge paving between Berks County and Richmond Township.**

Robby Rarick met with a representative from the County and they had agreed to pay for the materials, then the Township would provide the labor and paving equipment. He also received a follow-up email stating that they would pay the materials and provide labor if needed. Robby said he would put a quote together for everything and send it over for approval. Once approved, they would perform the work with Fleetwood when they are doing their paving projects.

A motion was made by Brian Wanner to approve Robby working with the County and billing them for materials, Sam Kemmerer seconded the motion. Motion carried unanimously.

**Willow Crest- Update**

Scott reviewed his list of items that Grande still needs to do for the completion of the development. They need to make repairs to concrete sidewalks and adjusting street signs.

Mario was to meet with Met-Ed on February 20<sup>th</sup> and got cancelled due to storm related issues and now waiting for them to reschedule.

For the Open Space, Grande has the parking lot area on the side of Rhino and the field to grade out, so that it is one solid area as opposed to the split.

**SOLICITORS REPORT**

**Delinquent Sewer Report**

Attorney Hartman reviewed the monthly report with the Board.

**19 Eli Drive**

Jen discussed with the Board that Mr. Paris had stopped in to the office the week prior asking what his balance was on his delinquency and if he could have the lien removed from his

account as he had just paid off his mortgage. There are 3 liens listed on his property and looks like the amounts are from the initial sewer hook-up with penalties and interest since then. After a brief discussion, a motion was made by Brian Wanner to have Attorney Hartman look into the situation and report back, Sam Kemmerer seconded the motion. Motion carried unanimously.

#### **Discuss in-house sewer billing**

Jen discussed the report that they currently receive from PA Municipal Services, which she forwards to the solicitor's office to prepare the delinquent report, do not list all delinquency amounts. The reports do not show if there are attorney fees that have been added or paid for or any penalties/interest paid for as well.

Jen provided the Board with a quote for another third-party billing service, which with less than 400 customers you will be paying more for the service. She had reached out to Tulpehocken Township who currently does in-house billing through quickbooks, which was set-up by Diana Patton from Numbers Made Easy, and has less than 400 customers. The Township has the quickbooks software and can run extensive reports. It was discussed that Intuit can also be set up for electronic payments such as EFT and credit cards with a percentage rate added on. She will reach out to Tulpehocken and Diana Patton for quotes and more information on the programs and report back.

#### **STECKBECK ENGINEERING- Scott Rights, P.E.**

#### **Virginville Chapter 94 Report**

A motion was made by Brian Wanner to accept the report, Sam Kemmerer seconded the motion. Motion carried unanimously.

#### **Miscellaneous Business**

None

#### **ROADMASTER'S REPORT**

#### **Review monthly road work report**

The Board reviewed the report.

Robby discussed that with the Open Space, he thought about looking for another mower to take care of the area, as well as possibly advertising for a part-time summer helper for ground maintenance.

## **SECRETARY- TREASURER'S REPORT**

### **Payment of the bills**

#### **General Fund**

A motion was made by Sam Kemmerer to pay Check #11860 to Check #11885 including the EFTs in the amount of \$117,088.53 Scott Brinker seconded the motion. Motion carried unanimously.

#### **State Fund**

A motion was made by Sam Kemmerer to pay Check #2132 & Check #2133 in the amount of \$21,498.93 Scott Brinker seconded the motion. Motion carried unanimously.

#### **Light Fund**

A motion was made by Sam Kemmerer to pay Check #2179 & #2180 in the amount of \$1,639.15 Scott Brinker seconded the motion. Motion carried unanimously.

#### **Richmond Township Sewer Fund**

A motion was made by Sam Kemmerer to pay Check #3289 to Check #3294 including EFTs in the amount of \$21,394.44 Brian Wanner seconded the motion. Motion carried unanimously.

#### **Walnuttown Fire Escrow**

A motion was made by Sam Kemmerer to pay Check #2189 in the amount of \$1,084.00 Scott Brinker seconded the motion. Motion carried unanimously.

#### **Virginville Fire Escrow**

A motion was made by Sam Kemmerer to pay Check #2191 & #2192 in the amount of \$22,062.37 Scott Brinker seconded the motion. Motion carried unanimously.

### **FACO Flyer Discussion**

The Board was provided a quote for mailing of flyers for FACO, which would include information from Fleetwood, Maidencreek and Richmond Township. Bulk mailing would cost \$661.25 vs \$1,224.08 for EDDM (Every Door Direct Mail). The flyers would be distributed twice a year to all residents as well as having them at the Township building. The Board agreed to the cost of bulk mailing and have Jen gather information for the March 28<sup>th</sup> deadline.

### **CHAIRMAN'S REPORT**

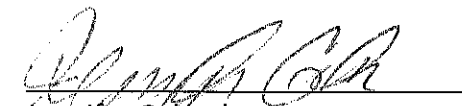
### **PUBLIC PARTICIPATION - BUSINESS FROM THE FLOOR**

Jeff Buck had mentioned that Virginville Fire Company had a brush/structure fire over off of Church Hill Road, which the driveway had overgrown brush and branches enough that it would have scratched up a brand-new tanker truck. He asked if there was anything that could be done about residents keeping the driveways clear of debris for emergency equipment.

Sue Treichler asked if there was anything more than can be done regarding the bushes that are out front as it is extremely dangerous to pull out on to RT662. Brian Wanner discussed that the Township is working on that situation and will take it to the fullest extent if necessary.

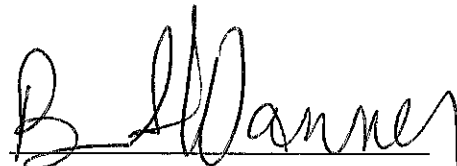
### **ADJOURNMENT**

There being no further business, a motion was made by Brian Wanner to adjourn the meeting at 8:02 P.M. The motion was seconded by Scott Brinker. Motion carried unanimously.



Jennifer Galomb

Secretary-Treasurer, Richmond Township



Brian Wanner

Chairman, Richmond Township