

Richmond Township Board of Supervisors  
Monthly Meeting  
Monday, August 11, 2025  
6:00 P.M. prevailing time

**\*THERE WAS AN EXECUTIVE SESSION THAT WAS HELD AT 5:30 PM TO DISCUSS ON-GOING LITIGATION\***

Chairman Brian Wanner called the Richmond Township Board of Supervisors' monthly meeting to order at 6:03 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; Matthew Fessler, Esq., Solicitor and Jeff Fiant, Kraft Municipal Group

**PUBLIC PARTICIPATION- AGENDA COMMENTS SESSION**

Glenn Heffner- Voiced his concern with the tractor trailers parking on the southbound side of RT 222 near Farmers Drive and Dunkin Donuts. They are illegally parking, blocking traffic and restricting ability to see when pulling out of Farmer's Drive onto RT 222. They park there at all times of the day and have no consideration of the traffic that is going past, which could injure or kill someone.

Russ Walbert mentioned that there are tractor trailers that park in the center lane over by the funeral home and there are signs posted in that area and they just disregard.

Jeff Fiant will look into the situation, but he believes he will have to reach out to PennDOT for assistance.

**APPROVAL OF MINUTES**

A motion was made by Sam Kemmerer to approve the minutes from the July 14, 2025 Monthly Meeting, Scott Brinker seconded the motion. Motion carried unanimously.

## **NEW BUSINESS**

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

Follow-up on bee problem on Crisscross Road- Jeff was at the property and took pictures, they are in violation for high grass and weeds. The place is rundown and in a state of disrepair. He will speak to Attorney Hartman and ask what can be done regarding the bees. There were a few hives present, but did not see any activity when he was there.

#### **Beech Street- Right-of-Way**

Jeff was in the are between Beech and Willow Street, the Right-of-Way was partially blocked from storm damage but he was able to navigate through. There was a complaint about not having access to leave Beech Street when a train in stopped on the tracks. Jeff will reach out to Descoco to have them clean-up the area.

### **SEO Report- LTL Consultants Ltd.**

The Board reviewed the report. Jen mentioned that there are 2 properties that still need to get pumped for District #3: 169 Virginville Road & 858 Crystal Cave Road. Citations will be issued.

### **Police Report- Fleetwood Police.**

Chief Ulshafer reviewed the report and there were no questions.

### **Virginville Fire Company Report.**

The Board reviewed the report and had no questions.

### **Walnuttown Fire Company Report.**

There was no report submitted for the meeting.

A motion was made by Brian Wanner to approve the truck payment in the amount of \$60,996.83 Sam Kemmerer seconded the motion. Motion carried unanimously.

**Discuss joint meeting that was held with Fleetwood Borough.**

Brian Wanner discussed that the DCED gave Fleetwood Borough and Richmond Township a grant to review the fire services that are available, between Fleetwood, Virginville and Walnuttown. It was a very informative report, which is available on both the Boroughs and the Townships website. The next step would be to apply for another grant through the DCED and find out what the next step is and how to implement some of the recommendations that were made. The reports and studies are non-binding, they are just recommendations and it doesn't cost the Township anything for the studies.

One of the recommendations in the meeting was to have flyers/mailers go out to the residents to let them know what is happening at the fire companies and how to become a volunteer. There were questions regarding the fire tax and what can be done with regards to flyers, soliciting, mailers etc. Brian said he would reach out to Attorney Hartman to discuss and hopefully have answers next month.

After a brief discussion, a motion was made by Brian Wanner to send another Letter of Intent, along with Fleetwood Borough, for another grant to move forward with the study, Sam Kemmerer seconded the motion. Motion carried unanimously.

**Life Lion and Tipton Ambulance Reports.**

The Board reviewed the reports.

**Tipton Ambulance Report**

No report was submitted.

**Discussion on an ordinance to ban brake retarders in the Township.**

Sam Kemmerer discussed that he has been approached by many of the residents asking what can be done about the truck noise on both Fleetwood-Lyons Road and RT 222. There are many big rigs, cars and trucks that are modified without exhaust, no mufflers. They aren't using brakes; they are using brake retarders and the noise is deafening.

After a brief discussion, A motion was made by Brian Wanner to have Attorney Harman look into the situation, Sam Kemmerer seconded the motion. Motion carried unanimously.

**Discuss a replacement for Ben Kemmerer on the Planning Commission**

The Board is still working on a replacement. Jen mentioned that there would not be a meeting until possibly September, so they have time to keep looking.

**Review Comcast Franchise Agreement.**

Jen mentioned that Attorney Mayfield is in the process of reviewing and will hopefully have an update at our next meeting.

**Approve refund on real estate reassessment- 194 Weavers Road**

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

**Approve refund on real estate reassessment of East Penn Manufacturing properties**

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

**OLD BUSINESS**

None

**ENGINEER'S REPORT- Jeff Fiant- (filling in)**

**Walbert Funeral Home- LDP- Subdivision**

Chuck Frantz from C2C Design discussed the subdivision plan. The entire property is about 11.5 acres, divided into two zoning districts, the majority of the property, about 9.3 acres is located in the RA zoning district and about 2 acres is located in the C2 zoning district. The subdivision is proposing to create 2 new lots plus a residue lot. The residue lot will be on its own, on about 3 acres. Lot 1 will be located immediately North of the funeral home, approximately 1.5 acres. Lot 2 will be about 7 acres, which is the back half of the lot that will remain as agricultural use.

There is no land development currently in this plan, just looking to create lots. Lot 1 is intended for commercial use, as per the ZHB decision.

At the July 28<sup>th</sup> Planning Commission meeting, they had recommended a conditional final plan approval as well as the approval of the waiver for section 804.2.01, which this property will use a shared driveway. The commission had asked them to also reach out to Penn DOT to be certain there would be no issues with a shared driveway.

Russ Walbert discussed that the back of the property will continue to be farmed by Brad Biehl. Russ's financial advisor, Jim Adams is looking to relocate his office and will be submitting a LDP to the Planning Commission shortly to add a small office on the commercial lot, next to the funeral home. He has spoken to PennDOT regarding the driveway and they won't comment on anything until they see the plans that Jim has for the office, but there will be an easement in place.

A motion was made by Brian Wanner to approve waiver 804.2.01, Sam Kemmerer seconded the motion. Motion carried unanimously.

A motion was made by Sam Kemmerer for preliminary/final plan approval, conditional upon the Kraft review letter and the recommendations from the Planning Commission, Brian Wanner seconded the motion. Motion carried unanimously.

### **Willow Crest- Update**

Grande has starting working on the lighting disconnects and the punch list items to finish the project, which should be done by the end of the week.

### **Solar Farm**

Heelstone is working on the restrictor plate and should have that installed soon, along with the smaller pipe.

### **2025-Street Roadwork**

Roadwork is complete and Scott is in the process of finalizing numbers for the Board to approve next month.

### **SOLICITORS REPORT**

#### **Delinquent Sewer Report**

Attorney Fessler reviewed the report with the Board. There were no action items at this time.

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

#### **Update on generator installation at Pleasant Hill Pump Station**

Generator has been installed and fence has been moved over, to accommodate the larger generator. Kraft will be coming out to do the final electrical inspection.

#### **Miscellaneous Business**

None

### **ROADMASTER'S REPORT**

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

The Board reviewed the report.

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

#### **Payment of the bills**

##### **General Fund**

A motion was made by Sam Kemmerer to pay Check #12041 to Check #12073 including the EFTs in the amount of \$188,336.16 Scott Brinker seconded the motion. Motion carried unanimously.

**State Fund**

No Checks

**Light Fund**

No Checks

**Richmond Township Sewer Fund**

A motion was made by Sam Kemmerer to pay Check #3333 to Check #3337 including EFTs in the amount of \$35,779.46 Scott Brinker seconded the motion. Motion carried unanimously.

**Walnuttown Fire Escrow**

A motion was made by Sam Kemmerer to pay Check #2194 & Check #2195 in the amount of \$62,001.83 Scott Brinker seconded the motion. Motion carried unanimously.

**Virginville Fire Escrow**

A motion was made by Sam Kemmerer to pay Check #2198 in the amount of \$1,005.00 Scott Brinker seconded the motion. Motion carried unanimously.

**Review medical benefit renewal quote**

The Board reviewed the quote from Seltzer Group, which the current plan is increasing by 9.8%. The Board asked to review until next month, possibly changing to a higher deductible plan.

**Tax Collector Sitting Dates**

Norann will be at the Township office collecting for school taxes:

Tuesday, August 19 <sup>th</sup>	Wednesday, August 20 <sup>th</sup>	Thursday, August 21 <sup>st</sup>
Wednesday, August 27 <sup>th</sup>	Thursday, August 28 <sup>th</sup>	Friday, August 29 <sup>th</sup>

All dates are from 5:45 PM until 7:00 PM

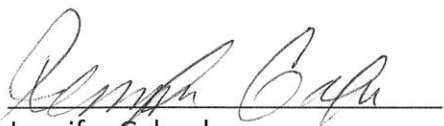
**CHAIRMAN'S REPORT**

None

**PUBLIC PARTICIPATION - BUSINESS FROM THE FLOOR**

**ADJOURNMENT**

There being no further business, a motion was made by Brian Wanner to adjourn the meeting at 7:08 P.M. The motion was seconded by Sam Kemmerer. Motion carried unanimously.



Jennifer Galomb

Secretary-Treasurer, Richmond Township



Brian Wanner

Chairman, Richmond Township