

Richmond Township Board of Supervisors
Monthly Meeting
Monday, January 12, 2026
6:00 P.M. prevailing time

Chairman Brian Wanner called the Richmond Township Board of Supervisors' monthly meeting to order at 6:02 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 Secretary-Treasurer; Matthew Fessler, Esq., Solicitor and 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 December 8, 2025 Monthly Meeting, Scott Brinker seconded the motion. Motion carried unanimously.

NEW BUSINESS

Code Enforcement Report for December, 2025 and related Correspondence- Kraft

Jeff Fiant reviewed the report with the Board.

4 Permits were issued, with a total construction value of \$30,000.00

10 Ballfield Lane- Looking to put a dog grooming salon in a 300 square foot area. Zoning Hearing Board is scheduled for January 22nd.

11 Farmers Drive- Jeff has spoken to the property owner and his attorney. They are working on getting a LDP together for this property, but were instructed that no trucks should be parking there until the plan is approved, otherwise they will start issuing NOV's.

985 Fleetwood-Lyons Road- Looking to add a 20' addition on the front and a 16' addition on the back, both the width of the building, to re-do the outhouses on the property. They are also looking to move the horse shed that is located behind the church, closer to the property line, which they will need zoning relief for.

Forgehill Road- Jeff received an email, he will review and get back to her.

SEO Report- LTL Consultants Ltd.

The Board reviewed the report and had no questions.

Police Report- Fleetwood Police.

Chief Ulshafer reviewed the report with the Board. They had 4 applicants, which 2 have shown up for the testing and have passed.

They have been awarded a \$374,000.00 grant that they had applied for, which would be used for radios, tasers or license plate readers.

Fleetwood Police were involved in the pursuit that started in the Township on RT 222, and went into Perry Township and ended on RT 61. One officer is on administrative leave until cleared by the DA's office. There were no injuries to any of the officers on the scene.

Virginville Fire Company Report.

The Board reviewed the report and had no questions.

Mark Richards discussed that they have a new reporting system that just went live. He is not sure if they will be able to supply the same information as before, but will see what is available.

Renovations have now been done on the Hall and is now able to be rented, minus the kitchen. The kitchen needs a lot of work and will take a while to get it ready, hopefully in the next couple of years.

Memberships are available on the website, if anyone is interested in joining.

Walnuttown Fire Company Report.

The Board reviewed the report and had no questions.

Discuss Implementation of DCED Fire Study

The State gave recommendations as results of the Fire Study and we have asked them for help in implementing them. The goal is to enhance the efficiency, effectiveness and equity of the service delivery within the two municipalities while ensuring financial accountability.

Life Lion and Tipton Ambulance Reports.

No reports were submitted.

Motion to approve Optimist Club Request- Kutztown Fools Run on Saturday, March 28, 2026

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

Motion to approve Intergovernmental Agreement with Berks County UCC Board of Appeals.

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

OLD BUSINESS

None

ENGINEER'S REPORT- Scott Anderson

Solar Farm

There is another pond that is not draining properly, possibly due to the frozen ground. Conservation District is keeping a close eye on the situation. Permits will not be closed out until at least the Spring.

Willow Crest- update

Lights are finally on in the development.

Scott prepared an escrow release letter for the Board to review. It's been about 3 years since the road had been paved and they are in very decent shape. Grande is looking for a waiver on the 18-month maintenance period, since it is 3 years past.

Scott is recommending authorizing escrow release #13 in the amount of \$239,869.92 with the following conditions: The escrow retains a balance of \$2,225.00 which represents 15% of streetlight costs to be held for an 18-month maintenance period and a separate fee in-lieu of liquid fuels for the 2025-2026 year is provided to the Township in the amount of \$2,665.00 which the Township has received today.

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

Motion to approve Resolution 2026-10- accepting the Deed of Dedication for Willow Crest Streets.

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

Motion to accept Bill of Sale for Willow Crest Street Lights.

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

Scott has a list of streets that he has for Robby to go over, along with 2 dirt roads, Gift and Mine, which he will start working on the street work quote.

Also, Fleetwood Borough Authority is working on permits to install new pumps at their facility. The solar project at that location is just about finished.

SOLICITORS REPORT

Delinquent Sewer Report

The Board reviewed the report and had no question.

Comcast Agreement

Attorney Fessler recommended the Board have his office prepare the Ordinance and advertise for the February meeting for enactment. A motion was made by Brian Wanner to approve the authorization, Sam Kemmerer seconded the motion. Motion carried unanimously.

STECKBECK ENGINEERING- Scott Rights, P.E.

None

Miscellaneous Business

None

ROADMASTER'S REPORT

Review monthly road work report

The Board reviewed the report.

The Board commended the roadcrew on a great job with the last snow/ice storm.

SECRETARY- TREASURER'S REPORT

Payment of the bills

General Fund

A motion was made by Sam Kemmerer to pay Check #12220 to Check #12259 including the EFTs in the amount of \$162,903.89 Scott Brinker seconded the motion. Motion carried unanimously.

State Fund

No checks

Light Fund

A motion was made by Sam Kemmerer to pay Check #2188 & #2189 in the amount of \$1,712.66; Scott Brinker seconded the motion. Motion carried unanimously.

Richmond Township Sewer Fund

A motion was made by Sam Kemmerer to pay Check #3371 to Check #3381 including EFTs in the amount of \$25,292.00 Scott Brinker seconded the motion. Motion carried unanimously.

Walnuttown Fire Escrow

A motion was made by Sam Kemmerer to pay Check #2200 in the amount of \$1,005.50 Scott Brinker seconded the motion. Motion carried unanimously.

Virginville Fire Escrow

A motion was made by Sam Kemmerer to pay Check #2205 in the amount of \$1,005.50 Scott Brinker seconded the motion. Motion carried unanimously.

Motion to approve Certification of Unpaid Tax Bills.

The Board reviewed the Certification of Unpaid Tax Bill. A motion was made by Brian Wanner to approve, Sam Kemmerer seconded the motion. Motion carried unanimously.

CHAIRMAN'S REPORT

None

PUBLIC PARTICIPATION - BUSINESS FROM THE FLOOR

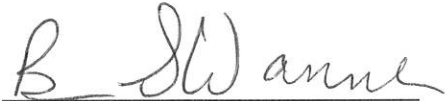
None

ADJOURNMENT

There being no further business, a motion was made by Brian Wanner to adjourn the meeting at 6:51 P.M. The motion was seconded by Sam Kemmerer. Motion carried unanimously.



Jennifer Galomb
Secretary-Treasurer, Richmond Township



Brian Wanner
Chairman, Richmond Township