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

Vice-Chairman Sam Kemmerer 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 Sam Kemmerer and Scott Brinker; Jennifer Galomb, Township Secretary-Treasurer; Chris Hartman, 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 September 14, 2026 Monthly Meeting, Scott Brinker seconded the motion. Motion carried unanimously.

NEW BUSINESS

Police Report- Fleetwood Police.

No report was submitted.

Virginville Fire Company Report

Jim, Fire Chief of the Virginville Fire Company was in attendance and discussed that he is in the process of getting up to speed on the operations of the fire company. They have 7 new

applications that will be voted on at their meeting. With the members that are still on hand, they are able to have at least 2 people go out and run calls successfully.

Ryan Tyson, Assistant Fire Chief- Walnuttown Fire Company was in attendance and discussed that his crew is still working with Virginville at the same capacity, regardless of the staffing of Virginville.

Sam Kemmerer discussed that there have been changes, but both fire companies need to work together as the community is getting an uneasy feeling with what is going on.

Both Virginville and Walnuttown have run a few calls together over the weekend and worked very well together.

Ryan also mentioned that every month, Fleetwood, Virginville and Walnuttown fire companies get together for training and discuss anything that may need to be improved.

Life-Lion & Topton Ambulance Reports

The Board reviewed the report and had no questions.

Code Enforcement Report for September, 2026 and related Correspondence- Kraft

The Board review the report and had no questions

SEO Report- LTL Consultants Ltd.

The Board reviewed the report and had no questions.

Motion to appoint Ross Wolford as a Sewage Enforcement Officer

A motion was made by Sam, Kemmerer to approve the appointment, Scott Brinker seconded the motion. Motion carried unanimously.

OLD BUSINESS

None

ENGINEER'S REPORT

13994 Kutztown Road- Sketch Plan

Discussion was tabled until next month as they are awaiting to hear back from DEP

15 Gift Road- Minor Subdivision

Discussion was tabled until next month as no one was there to present the plan.

Motion to approve Sewage Planning Module- 15 Gift Road

Attorney Hartman recommended the Board approve the Sewage Planning Module, in order to keep the project moving as the Planning Commission had no issues with it. A motion was made by Sam Kemmerer to approve; Scott Brinker seconded the motion. Motion carried unanimously.

2026 Roadwork Project.

Scott discussed that the roadwork is generally complete. He will go over the "punch list" with the contractor just to be sure that everything was done. Sam asked for them to go back and look at each and every driveway, the ones that were overlayed and have them mill it and overlay again and then seal them.

For the "crown" at the golf course, paving was cut shorter than anticipated as the transition from the road to the entrance would not work. Robby drilled a few holes into the pavement that was there and found that there is over 6 inches of material, which can be milled out and then overlay. That project will have to be bid out at some point next year.

Solar Farm- Motion to approve time extension on temporary CO until April 13, 2027

Both weirs have been installed in the basins. BCCD had a site meeting last week to close out the NPDES permit and all items in question have passed. The permit is in the process of being closed out. Attorney Hartman advised the Board to grant the extension as it is status qou on the project thus far and there have been no requests to release any of the escrow.

A motion was made by Sam Kemmerer to prove the time extension; Scott Brinker seconded the motion. Motion carried unanimously.

Elaine Bleiler asked when the weirs were installed in the basins, why was there no actual construction being done that would be noticed that something was being installed. Scott explained that the weir is actually bolted on the concrete structure that is in the basin, so there was not actual construction. She explained her frustration of them producing electric prior to having all the permits closed out and the project finished. Also noted were the dead trees that are around the solar farm that still need to be replaced.

SOLICITORS REPORT

Delinquent Sewer Report

Attorney Hartman review the report with the Boad. He advised the Board to take action and file a lien on Acct#2026 for the unpaid balance. A motion was made by Sam Kemmerer to approve the lien; Scott Brinker seconded the motion. Motion carried unanimously.

There was a payment plan request submitted for Acct# 1101- 1015 Pleasant Hill Road- They are willing to make a $50.00/week payment (if more can be made, they will), along with keeping current on the quarterly payment. A motion was made by Sam Kemmerer to approve the payment plan; Scott Brinker seconded the motion. Motion carried unanimously.

Public Hearing – FMR Joint Comprehensive Plan.

This joint plan is with Fleetwood, Maidencreek and Richmond Township. The plan has been updated and a draft has been available to view by the public for comments or questions. The Township Planning Commission has recommended approval by the Board of Supervisors, which has been duly advertised. As there were no comments made, Attorney Hartman recommended that the Board motion to approve the Joint Comprehensive Plan update.

A motion was made by Sam Kemmerer to approve the updated plan; Scott Brinker seconded the motion. Motion carried unanimously.

Review Data Center Ordinance Draft

As there have not been any proposals for any type of Data Centers in Richmond Township, this is strictly to add regulations to our zoning ordinance as currently there are none. A motion was made by Sam Kemmerer to have the Planning Commission review the draft ordinance and advise of any changes that should be made, Scott Brinker seconded the motion. Motion carried unanimously.

STECKBECK ENGINEERING- Scott Rights, P.E.

Discuss 4 Lincoln Road- Public Sewer Inquiry.

Steve Hansen had asked the Board for consideration of entering into an inter-municipal agreement with Maxatawny Township in order for him to hook-up to public sewer. The Board had asked Scott Rights, Township SEO, to attend our meeting to speak about the situation.

Scott gave a bit of a back story on the requirements of DEP and the ACT 537 Plan, which the Township currently has. Scott has approached Maxatawny about capacity before and had been told that even though they are not at full capacity, there are builders with agreements that have been promised capacity, just nothing has been built yet, so the inquiry was denied.

In 2022, there was a possibility that Maxatawny may have available capacity, Scott sent in the request with a complete study that was done and asked for a discussion and it was denied. It has been revisited from time to time and he gets the same answers.

After a brief discussion, it was recommended to have Mr. Hansen reach out again and ask if Maxatawny would be willing to give capacity to him, with the Township willing to enter into an agreement with them.

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 #12559 to Check #12594 including the EFTs in the amount of $189,439.25 Scott Brinker seconded the motion. Motion carried unanimously.

State Fund

No Checks

Light Fund

A motion was made by Sam Kemmerer to approve the EFTs for $1,735.52 Scott Brinker seconded the motion. Motion carried unanimously.

Richmond Township Sewer Fund

A motion was made by Sam Kemmerer to pay Check #3433 to Check #3437 including EFTs in the amount of $27,193.13 Scott Brinker seconded the motion. Motion carried unanimously.

Walnuttown Fire Escrow

A motion was made by Sam Kemmerer to pay Check #2211 in the amount of $1,201.00 Scott Brinker seconded the motion. Motion carried unanimously.

Virginville Fire Escrow

A motion was made by Sam Kemmerer to pay Check #2217 in the amount of $1,201.00 Scott Brinker seconded the motion. Motion carried unanimously.

Discuss Planning Commission opening

Since the passing of Mr. Kenneth Schlegel, they will need to find another candidate for the Planning Commission before the January Re-Organizational meeting. It was discussed that there should be an alternate chosen as well.

Schedule budget meeting.

Jen will send an email out later this week to schedule.

CHAIRMAN'S REPORT

Nothing to report

PUBLIC PARTICIPATION - BUSINESS FROM THE FLOOR

None

ADJOURNMENT

There being no further business, a motion was made by Sam Kemmerer to adjourn the meeting at 7:15 P.M. The motion was seconded by Scott Brinker. Motion carried unanimously.

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Jennifer Galomb
Secretary-Treasurer, Richmond Township

Sam Kemmerer
Vice-Chairman, Richmond Township