

Richmond Township Board of Supervisors  
Monthly Meeting  
Monday, April 13, 2026  
6:00 P.M. prevailing time

Vice- Chairman Sam Kemmerer called the Richmond Township Board of Supervisors' monthly meeting to order at 6:01 P.M. in the Richmond Township Municipal Building. The pledge of allegiance followed. A moment of silence was observed, immediately following to pay respect to the fallen volunteer fire fighters; Chief Jeffory Buck and Assistant Chief Robert Shick Jr.

**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**

Lisa Rabenold discussed her concerns and frustration with the Light Tax which is now being charged to the residents of the Willow Crest Development. The lights are extremely dim and from her house the lights can barely be seen. She questioned why the houses couldn't be billed by the total amount and divide it by the number of houses rather than paying per frontage foot on the property. Also, are the properties on Pleasant Hill Road being charged the same way, frontage foot or is that figured differently.

Sam Kemmerer discussed that the Township is charging the same tax rate that is being charged to other residents at this time, until the actual bills come in and we see what the cost is, once that is figured we will discuss what measures we need to take to adjust it.

Mason Rabenold had asked if a "No Outlet" sign could be posted at the entrance of the Willow Crest Development as non-residents and Amazon drivers are flying through the area looking for a short cut to Fleetwood Borough. There are children playing in the cul-de-sac and riding their bicycles and someone is going to get hurt. Scott Anderson will take a look at what can be posted and report back.

**APPROVAL OF MINUTES**

A motion was made by Sam Kemmerer to approve the minutes from the March 9, 2026 Monthly Meeting, Scott Brinker seconded the motion. Motion carried unanimously.

**NEW BUSINESS**

**Police Report- Fleetwood Police.**

Sargeant Focht reviewed the report, no one had any questions.

**Code Enforcement Report for March, 2026 and related Correspondence- Kraft**

Jeff Fiant reviewed the report with the Board.

9 Permits were issued, with a total construction value of \$241,334.48

11 Farmers Drive- Still in contact with the possible developer, but no plans have been submitted.

Main Street- Virginville- Debris and items sitting outside. The gentleman is a disabled veteran and Jeff will work with him to get the property cleaned up. Tyson, Lieutenant of the Walnuttown Fire Company; had asked if he could get more information to try and assist the gentleman.

Zoning Hearings:

Fleetwood-Lyons Road- Old Order Mennonite Church

**SEO Report- LTL Consultants Ltd.**

The Board reviewed the report and had no questions.

**Virginville Fire Company Report.**

Mark Richards discussed that they had a very positive meeting between Virginville and Fleetwood Fire Company a few weeks ago, regarding the fire study. He would like to push the

next meeting back a little bit, so he has time to get Walnuttown up to date with the information that was discussed.

**Motion to approve Virginville Fire Company -Ash Kickers 5K- Sunday, September 13, 2026**

A motion was made by Sam Kemmerer to approve the 5k run, subject to obtaining an updated insurance certificate, Scott Brinker seconded the motion. Motion carried unanimously.

**Walnuttown Fire Company Report.**

The Board reviewed the report and had no questions.

Brittany Shick discussed that there will be officer changes that will take effect on May 1<sup>st</sup> and will keep everyone posted on the new roles.

**Life Lion and Topton Ambulance Reports.**

The Board reviewed the report and had no comments.

**OLD BUSINESS**

None

**ENGINEER'S REPORT- Scott Anderson**

**Solar Farm- Time Extension Request until October 12, 2026**

Attorney Miller discussed they are waiting on the Conservation District to close out their NPDES Permit and are requesting an extension on the temporary Certificate of Occupancy until October 12, 2026. This will give us additional time to address all issues.

Attorney Hartman discussed that there are a few outstanding items that need to be addressed. Heelstone and Depcom are in communications regarding the road repairs to Mertz Road, that would need to be approved. Scott Anderson mentioned that there is a meeting to go over the

estimate and discuss further. There is an agreement that is outstanding for Weaver's Road, the balance of additional materials that were needed, Attorney Hartman would like to combine this with the repairs for Mertz Road and have the financial obligations documented together.

There are outstanding stormwater issues, with regards to the downstream property owners. In discussing this with The Conservation District, they are requesting another restrictor plate, be place on the first detention basin closest to Fleetwood-Lyons Road, similar to what was installed at the other basin. We are looking to reduce the volume of water that is coming off that basin and onto the downstream properties.

Scott discussed that we have not had the large storms to see how the new restrictor plate in the second basin actually operates, however; during the small storms it is retaining water. The first detention basin there is nothing retaining any of the water in even the smallest of storms, hoping that the restrictor plate could make a difference.

After a brief discussion, Attorney Miller will speak to Heelstone and Kimley-Horn about the restrictor plate and see what they can do and Attorney Hartman will combine the amounts due yet on Weavers Road with the quote on Mertz Road and send over a new agreement for consideration.

A motion was made by Sam Kemmerer to approve the 182-day time extension, Scott Brinker seconded the motion. Motion carried unanimously.

### **2026 Roadwork Project.**

The Board reviewed the road work list that Scott provided. Farmers Drive had been added to install an overlay on the road, in anticipation of the construction that PennDOT will be doing. The addition of Farmers Drive takes the total construction cost to \$376,100.75, or \$324,035.75 without. Township budget being a total of \$300,000.00 the Board discussed Farmers Drive being listed as an alternate.

A motion was made by Sam Kemmerer to approve the roadwork, leaving Farmers Drive as an alternate, Scott Brinker seconded the motion. Motion carried unanimously.

Scott will get the bid specifications together, advertise and open bids the day of our next meeting.

Jen had mentioned that PennDOT was awarded a grant for an electric charging unit to be installed at the updated Sheetz location at RT 662 & RT 222. No time frame was mentioned.

## **SOLICITORS REPORT**

### **Delinquent Sewer Report**

Attorney Hartman has filed liens on three properties. He will give them a few weeks to see if anyone reacts and if not, file DJ complaints.

There was a payment request that was submitted on account#1242. They will pay \$600.00 by the 3<sup>rd</sup> of April and \$200.00 a week until caught up, along with paying the normal quarterly billing. A motion was made by Sam Kemmerer to approve the payment plan; Scott Brinker seconded the motion. Motion carried unanimously.

### **Discuss Shared Use Path Agreement- PennDOT**

Mr. Molinaro had asked for a meeting between Sam and Attorney Hartman to discuss the SUP agreement. They will work on scheduling that.

### **Discuss Roundabout Agreement**

It was discussed that the newly drafted roundabout agreement is similar in the present agreement that the Township has, PennDOT is responsible for the signage and pavement markings. Attorney Hartman recommended the Board approve the agreement and will have the hard copy for signatures at the next meeting.

A motion was made by Sam Kemmerer to approve the new roundabout agreement; Scott Brinker seconded the motion. Motion carried unanimously,

Chris discussed that PennDOT has another agreement that is associated with traffic control devices, called the Omnibus Agreement. There are two cattle crossing controls, one at the Bitler Farm and another at the Schlegel Farm. They are both PennDOT permitted traffic control devices. Jen will reach out to the Schlegel's and find out if the crossing is still being used.

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

The Board reviewed the email that was sent and had no comments.

**Miscellaneous Business**

None

**ROADMASTER'S REPORT**

**Review monthly road work report**

The Board reviewed the report.

Robby mentioned that the emergency access to Willow Crest has been a problem for a long time and it has been discussed before. There are signs that read "Emergency Access" along with a plastic chain. We have put chains and delineators up and no one was happy with either one. The emergency access was for Fleetwood Fire Department and ambulance to get through rather than going around.

Scott will check on the "No Outlet" sign and get with Robby if there are no issues with posting.

Schuler Road will have the stop bar painted in the next week or two.

**SECRETARY- TREASURER'S REPORT**

**Payment of the bills**

**General Fund**

A motion was made by Sam Kemmerer to pay Check #12332 to Check #12364 including the EFTs in the amount of \$157,521.39 Scott Brinker seconded the motion. Motion carried unanimously.

**State Fund**

No checks

**Light Fund**

A motion was made by Sam Kemmerer to pay EFT's in the amount of \$1,724.30 Scott Brinker seconded the motion. Motion carried unanimously.

**Richmond Township Sewer Fund**

A motion was made by Sam Kemmerer to pay Check #3397 to Check #3399 including EFTs in the amount of \$19,940.17 Scott Brinker seconded the motion. Motion carried unanimously.

**Walnuttown Fire Escrow**

A motion was made by Sam Kemmerer to pay Check #2204 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 #2209 in the amount of \$1,005.50 Scott Brinker seconded the motion. Motion carried unanimously.

**Tax Collector Sitting Dates**

Tax Collector will be at the Township Office on the following days and times:

Tuesday, April 21<sup>st</sup> 6:00-7:00 PM      Wednesday, April 22<sup>nd</sup> 6:00-7:00 PM

Thursday, April 23<sup>rd</sup> 6:00-7:00 PM      Tuesday, April 28<sup>th</sup> 5:00-6:00 PM

Wednesday, April 29<sup>th</sup> 6:00-7:00 PM      Thursday, April 30<sup>th</sup> 6:00-7:00 PM

**Motion to appoint an alternate Right-to-Know Open Records Officer**

Jen had discussed that there should be a backup in place if she is out on vacation or for an emergency for the Right to Know requests as they need to be responded to within 5 business days. After a brief discussion, Attorney Hartman will research the stipulations on the matter and report back.

**Discuss making a donation to Berks Nature**

The Township has made a \$250.00 donation in the past. A motion was made by Sam Kemmerer to approve a \$250.00 donation; Scott Brinker seconded the motion. Motion carried unanimously.

**Review quotes for sewer billing**

Jen discussed that she had received two quotes, one from Vadar and the other from Diversified Technology. She has a 3<sup>rd</sup> set up for Wednesday next week. She will update the Board with all quotes next month.

**Review FMR Joint Comprehensive Plan Draft- Berks County Planning Commission.**

Jen asked the Board to review the plan and provide any comments before the final meeting scheduled for the 28<sup>th</sup>.

**Meeting with Cherry Bekaert to discuss audit**

Jen will reach out to Brian for his availability.

**CHAIRMAN'S REPORT**

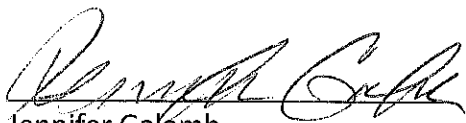
**\*An Executive Session will be held after the meeting to discuss on-going litigation\***

**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 7:51 P.M. The motion was seconded by Scott Brinker. Motion carried unanimously.



Jennifer Galomb  
Secretary-Treasurer, Richmond Township



Sam Kemmerer  
Vice-Chairman, Richmond Township