

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

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 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 June 08, 2026 Monthly Meeting, Scott Brinker seconded the motion. Motion carried unanimously.

**NEW BUSINESS**

**Police Report- Fleetwood Police.**

The Board reviewed the report.

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

Jeff Fiant reviewed the report with the Board.

14 Chapel – high grass and weeds

616 Crisscross Road- cited for high grass and weeds, which homeowner is working on.

11 Farmers Drive- ZHB meeting scheduled for July 15<sup>th</sup>. Also has high grass and weeds.

The Board asked Jeff to be in attendance at the ZHB meeting. The Board also wanted to make it clear that this will not be an outdoor truck garage. There will be absolutely no maintenance being done there.

188 Forgehill Road- fines have been issued and Jeff will be working with homeowner.

20 Heffner- Working on situation between property owners. Kraft has spent a lot of time with the property owner and neighbor.

Keith Court- NOV- work done without a permit and permit submitted was denied

Jeff mentioned that they are inundated with phone calls from residents regarding the PennDOT RT222 widening project.

A representative from Virginville Fire Company had questioned the high grass and weeds at the property along RT222, where both fire chiefs were killed. Jeff will take a look at the property.

444 Main St.- the property is cleaned-up, but the grass and weeds still need to be dealt with. The property owner is working on the matter.

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

The Board reviewed the report and had no questions.

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

The Board reviewed the report that was submitted.

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

The Board reviewed the report that was submitted.

#### **Motion to approve State Workers' Insurance Fund W/C Renewal**

The Board reviewed the quote. A motion was made by Brian Wanner to approve the W/C renewal, Sam Kemmerer seconded the motion. Motion carried unanimously.

**Life Lion and Topton Ambulance Reports.**

The Board reviewed the report and had no comments.

**Walbert Lot-1 (Adams Office)- Planning Commission recommendation for plan approval**

Dan Bartolo from C2C Design discussed the project with the Board, with the recommendations from the Planning Commission of adding additional bushes/shrubs around the parking lot for better screening. The easement and maintenance agreements have both been recorded and sent to the Township office. They are still waiting on the approval of the NPDES permit.

There are no waivers requested, just a preliminary plan approval, conditioned on Kraft Municipal Group letter dated June 26<sup>th</sup>. A motion was made by Sam Kemmerer for preliminary plan approval; Scott Brinker seconded the motion. Motion carried unanimously.

**OLD BUSINESS**

None

**ENGINEER'S REPORT- Jeff Fiant**

**Solar Farm-**

The Conservation District is looking to do a walk-thru with Scott to take a look at the project. The weir has been made and calculations have been sent it for documentation. There are a few dead trees around the area that need to be replaced.

**2026 Roadwork Project.**

When the street work went out to bid, there was an oversight on the widening of Gift Road, which was not budgeted for. If the Board approves, we would like to take the patching of Krause Road off the list so that Gift can be done the proper way. When they start oil & chipping again, they will look at Krause and see if they can do repairs with that or patching at that time. The Board had no issues with it. They are looking at scheduling for end of August beginning of September.

**SOLICITORS REPORT**

**Delinquent Sewer Report**

Acct#1070- 486 Park Road- Request for a payment plan of \$150.00/month along with quarterly payments.

Acct#2099- 458 Main St.-entered an intent to defend- Court date set for July 15<sup>th</sup>.

Acct#1101- 1015 Pleasant Hill Road- Recommend updating the lien on the property.

Acct#2026- 444 Main St.- Jen will send a letter out.

**Motion to approve Resolution #2026-14 Approving Shared Use Path Agreement**

The resolution is ratifying the approval from June 8, 2026. A Motion was made by Brian Wanner to ratify the approval, Sam Kemmerer seconded the motion. Motion carried unanimously.

**Motion to approve Resolution #2026-15 Approving- Roundabout Maintenance Agreement**

This resolution is ratifying the approval from June 8, 2026. A motion was made by Brian Wanner to ratify the approval, Sam Kemmerer seconded the motion. Motion carried unanimously.

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

The Township has received a sewer capacity request from Steven Hansen of Ozgood's. After a brief discussion, Maxatawny Township does not have the capacity available at the moment to allow for connection.

**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 #12436 to Check #12466 including the EFTs in the amount of \$183,434.51 Scott Brinker seconded the motion. Motion carried unanimously.

#### **State Fund**

A motion was made by Sam Kemmerer to pay Check #2137 in the amount of \$9,336.58 Scott Brinker seconded the motion. Motion carried unanimously.

#### **Light Fund**

A motion was made by Sam Kemmerer to approve the EFT for \$862.98 Scott Brinker seconded the motion. Motion carried unanimously.

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

A motion was made by Sam Kemmerer to pay Check #3414 to Check #3420 including EFTs in the amount of \$24,578.75 Scott Brinker seconded the motion. Motion carried unanimously.

#### **Walnuttown Fire Escrow**

A motion was made by Sam Kemmerer to pay Check #2208 in the amount of \$4,003.00 Scott Brinker seconded the motion. Motion carried unanimously.

**Virginville Fire Escrow**

A motion was made by Sam Kemmerer to pay Check #2213 in the amount of \$4,003.00 Scott Brinker seconded the motion. Motion carried unanimously.

**Motion to approve property & casualty insurance renewal with Seltzer Group**

The Board reviewed the quote from Seltzer Group. A motion was made by Brian Wanner to approve the renewal, Sam Kemmerer seconded the motion. Motion carried unanimously.

**Motion to approve contribution to Berks County Conservation District.**

The Board reviewed the request. A motion was made by Brian Wanner to contribute \$50.00 to the Berks County Conservation District, Sam Kemmerer seconded the motion. Motion carried unanimously.

It was discussed that there will be no changes to the sewer billing this year. Jen will do more research and discuss at another time.

**CHAIRMAN'S REPORT**

The Township has been working with DCED and Scott Little on the fire study, which we took a little break due to the deaths of the fire chief and assistant fire chief, but are now ready to move forward in the recommendations that Scott Little had identified. Scott Little has resigned from the DCED and we would be dealing with a brand-new consultant.

Chris Young and Brian had spoken with Scott Little, asking if he had interest in speaking with us to continue the study. He has quoted us \$50.00/hour, not to exceed \$2,500.00 between Fleetwood Borough and Richmond Township.

Attorney Hartman will look over the contract and give his feedback at our next meeting.

**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 7:03 P.M. The motion was seconded by Sam Kemmerer. Motion carried unanimously.



Jennifer Galomb

Secretary-Treasurer, Richmond Township



Brian Wanner

Chairman, Richmond Township