

Richmond Township Board of Supervisors
Monthly Meeting
Monday, April 14, 2025
6:00 P.M. prevailing time

Chairman Brian Wanner called the Richmond Township Board of Supervisors' monthly meeting to order at 6:00 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; Chris Hartman, Esq., Solicitor; 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 March 10, 2025 Monthly Meeting, Scott Brinker seconded the motion. Motion carried unanimously.

NEW BUSINESS

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

Jeff Fiant was in attendance and reviewed the report with the board.

188 Forgehill Road- Complaint about a shanty on the property. A NOV was issued.

187 Maidencreek Road- Jeff discussed that there was a fire recently and spoke with the owner and insurance adjuster regarding the conditions.

330 Mine Road- Compliance achieved

1694 Moselem Springs Road- NOV was issued. Campers on property being lived in

SEO Report- LTL Consultants Ltd.

The Board reviewed the report and had no questions.

Jen discussed that the Township has received waivers for properties that are involved in the eminent domain process with PennDOT, which LTL has signed off on.

Police Report- Fleetwood Police.

Chief Ulshafer was in attendance and reviewed the report.

The Township received an email request for a 4- way stop sign at the corner of Scheiry & Schuler Roads. The Chief pulled up the accident reports since 2009 and there were 9 crashes at that intersection. After a brief discussion, Robby had recommended painting a stop bar at the stop sign to hopefully help with the accidents.

Virginville Fire Company Report.

The Board reviewed the report and had no questions.

Walnuttown Fire Company Report.

The Board reviewed the report and had no questions.

Life Lion and Tipton Ambulance Reports.

The Board reviewed the reports.

Discuss supporting Berks Nature

It was discussed that the Township does not currently contribute to Berks Nature, but it is part of the JCP discussions with green spaces. Fleetwood Borough has gotten some great ideas for helping to reduce mowing in the Borough. Attorney Hartman mentioned that he is a sponsor of

the program and recommends the sponsorship. A motion was made by Brian Wanner to make a \$250.00 contribution to Berks Nature, Sam Kemmerer seconded the motion. Motion carried unanimously.

Municipal Sponsorship with Albright College

A motion was made by Brian Wanner to make a \$150.00 contribution to Albright College, Sam Kemmerer seconded the motion. Motion carried unanimously.

Discuss Rotary's Pollinator Garden Request

The Township received a request from Loretta Ottinger of the Rotary Club, asking if we had an 8' x 8' space to plant a pollinator garden. Loretta had applied for a grant for this and was awarded. The Rotary Club just planted one in Fleetwood Borough in the park, now they would like to do one for the Township. A motion was made by Brian Wanner to have Robby pick a spot for the garden that would work best, Sam Kemmerer seconded the motion. Motion carried unanimously.

OLD BUSINESS

None

ENGINEER'S REPORT- Scott Anderson

Willow Crest- Update

Grande is working on the punch list items and will start the work on the Open Space soon. Mario is waiting to hear back from Met-Ed on when they can meet to have him install the disconnects. The Board asked Jen to reach out to Med-Ed and see when this will happen.

Solar Farm

Scott Anderson discussed that both the Conservation District and himself are waiting on information as to the orientation and function of the basins. They are looking for their engineer to state that it is functioning the way it is supposed to be.

Attorney Miller had submitted a Contribution Agreement for the asphalt repairs on Weaver's Road in the amount of \$11,975.00. A motion was made by Brian Wanner to approve the contribution agreement, Sam Kemmerer seconded the motion. Motion carried unanimously.

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

Sam Kemmerer discussed that there should be a restrictor plate on the upper pond to hold back water. Scott discussed they had asked to make one of the larger ponds an infiltration basin, not sure if that is going to be acceptable.

Forgehill Road bridge paving between Berks County and Richmond Township.

The Township will be milling the bridge deck off tomorrow, then the week of the 21st it will be overlayed. Once the work is done, we will send a bill to the County for reimbursement.

Fleetwood Borough Authority LDP- Request for Time Extension unit May

Scott mentioned that they are waiting on their NPDES permit and have requested a time extension until May. A motion was made by Brian Wanner to approve the time extension, Sam Kemmerer seconded the motion. Motion carried unanimously.

SOLICITORS REPORT

Delinquent Sewer Report

Attorney Hartman reviewed the monthly report with the Board.

19 Eli Drive

The Township developed a sewer amnesty program, which this resident did not take advantage of as there was a DJ complaint filed the year after the amnesty program took effect. He asked Jen to reach out to the resident and see if they have documentation stating that payment was made.

STECKBECK ENGINEERING- Scott Rights, P.E.

None

Miscellaneous Business

None

ROADMASTER'S REPORT

Review monthly road work report

The Board reviewed the report.

Fleetwood-Lyons Road mailbox move

All mailboxes have been moved, just have to notify the post office to start delivering mail to the correct side now.

Motion to accept the bid from Albany Township for AMS performing tar & chip

Robby discussed that the tar and chip with Albany and Maxatawny should start around June. Albany Township approved the bid from AMS for \$30,120.00 contingent on Maxatawny & Richmond Township approving the bid as well. A motion was made by Brian Wanner to accept the AMS bid from Albany Township, Sam Kemmerer seconded the motion. Motion carried unanimously.

Discuss ordering a new truck

Robby mentioned that the 2010 crew cab that the Township currently has is rough. It does have 100,000 miles on it and has oil change services done on it religiously. After a brief discussion a motion was made by Brian Wanner to approve the purchase of a new crew cab, Sam Kemmerer seconded the motion. Motion carried unanimously.

SECRETARY- TREASURER'S REPORT

Payment of the bills

General Fund

A motion was made by Sam Kemmerer to pay Check #11886 to Check #11927 including the EFTs in the amount of \$210,162.63 Scott Brinker seconded the motion. Motion carried unanimously.

State Fund

No Checks

Light Fund

A motion was made by Sam Kemmerer to pay Check #2181 in the amount of \$834.88 Scott Brinker seconded the motion. Motion carried unanimously.

Richmond Township Sewer Fund

A motion was made by Sam Kemmerer to pay Check #3295 to Check #3307 including EFTs in the amount of \$28,960.86 Scott Brinker seconded the motion. Motion carried unanimously.

Walnuttown Fire Escrow

A motion was made by Sam Kemmerer to pay Check #2190 in the amount of \$1,084.00 Scott Brinker seconded the motion. Motion carried unanimously.

Virginville Fire Escrow

A motion was made by Sam Kemmerer to pay Check #2193 in the amount of \$1,084.00 Scott Brinker seconded the motion. Motion carried unanimously.

Discuss in-house sewer billing costs

Jen received a quote from Diana Patton with Numbers Made Easy to set-up the customers and fees in quickbooks for the sewer billing for \$450.00. She also included the fees associated with residents that wanted to pay by EFT or credit card, which would not be charged to the Township but would be an extra fee for the resident to pay if they chose that payment option.

She also requested getting a remote depositor for the checks that are received. Brian asked for Jen to reach out to another local bank branch and inquire about their services and rates.

After a brief discussion a motion was made by Brian Wanner to proceed with what is needed to get the sewer billing started in-house as well as getting a remote depositor, Sam Kemmerer seconded the motion. Motion carried unanimously.

As a 90 -day notice is needed by PAMS to cancel the contract, a motion was made by Brian Wanner to have Jen give notice to PAMS that the sewer billing will be coming in-house, Sam Kemmerer seconded the motion. Motion carried unanimously.

Review 2024 Audit by Herbein

Roxanne had met with Scott and Jen to discuss the audit, which went very well. She had recommended the Township make a policy for penalties and interest to be paid if sewer would be brought in-house.

Tax Collector Sitting Dates

Norann will be at the Township office the following dates from 5:45 PM to 7:00 PM:

Thursday, April 17 th	Monday, April 21 st	Wednesday, April 23 rd
Thursday, April 24 th	Tuesday, April 29 th	Wednesday, April 30 th

Berks County Tax Claim Bureau request to exonerate taxes.

The Township received a letter from the Berks County Tax Claim Bureau asking to exonerate taxes from 260 South View Road as the trailer is no longer there and collection attempts are no longer feasible. A motion was made by Brian Wanner to exonerate the taxes, Sam Kemmerer seconded the motion. Motion carried unanimously.

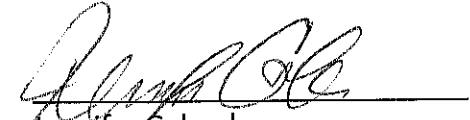
CHAIRMAN'S REPORT

Sam Kemmerer met with Ron and Melody Kurtz as they had some concerns regarding the solar farm. The concern about Weaver's Road, which was discussed tonight and will be taken care of soon. The other concern was the water flow, which they are still working on.


PUBLIC PARTICIPATION - BUSINESS FROM THE FLOOR

ADJOURNMENT

There being no further business, a motion was made by Brian Wanner to adjourn the meeting at 7:12 P.M. The motion was seconded by Sam Kemmerer. Motion carried unanimously.



Jennifer Galomb
Secretary-Treasurer, Richmond Township



Brian Wanner
Chairman, Richmond Township