

Richmond Township Board of Supervisors
Monthly Meeting
Monday, February 17, 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 January 13, 2025 Monthly Meeting, Scott Brinker seconded the motion. Motion carried unanimously.

NEW BUSINESS

Code Enforcement Report- Kraft Municipal Group

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

330 Mine Road- all vehicles or tractors have been removed and should be off the list for next month.

2237 Moselem Springs Road- NOV was filed for bushes out front. Jeff is trying to reach out to talk to them and is not getting any response. Attorney Hartman discussed that since there has been no action from the NOV, it is time to file a civil complaint with the District Justice.

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

SEO Report- LTL Consultants Ltd.

The Board reviewed the report and had no questions

Police Report- Fleetwood Police.

The Board reviewed the report and had no questions

Brian Wanner shared a personal experience he had, driving behind an intoxicated driver on RT 662 at 9:00 PM with no lights on. He was able to reach out to 911 and have the driver pulled over by the Fleetwood Police before they hurt anyone.

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 Topton Ambulance Reports.

The Board reviewed the reports. Sam Kemmerer mentioned that he was at the Topton Ambulance meeting in January and thought that it was very informative. They provided a call log and yearly budget information.

Approval of the updated Compensatory Time Policy- Reaffirmation from January 19, 2025

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

Approve Resolution 2025-07 Disposition and Destruction of Records.

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

Kutztown Produce Auction- Ethan Burkholder

Scott Anderson discussed that at the December 9, 2024 Board meeting, the “hoop house” was approved, conditional upon an approved stormwater management plan. A stormwater plan has been submitted and meets the requirements for an exemption from stormwater management, as per the “house bill”.

A motion was made by Brian Wanner to acknowledge the exemption explained by Scott Anderson for stormwater planning for the installation of the hoop house, Sam Kemmerer seconded the motion. Motion carried unanimously.

OLD BUSINESS

Discuss moving mailboxes on Fleetwood-Lyons Road from Dryville Rd to Oakhaven Rd.

The Township sent out 14 letters to the residents on Fleetwood -Lyons Road, that live between Dryville and Oakhaven Road. Of the letters that were sent out, we received 12 responses, 11 were very much in favor, 1 was not and 2 letters were unanswered.

After a brief discussion, Jen will speak to Robby about a time frame for the project and reach back out to the residents.

ENGINEER’S REPORT- Scott Anderson

Solar Farm- Update

Scott discussed that here have been a few storms that the water is still flowing across the street, from the basin that is just north of the tracks. When the water dumps into the very first pond, it does not seem to have any retention. According to the stormwater report, even in small storms, there should be visible water in that pond. Scott is going to reach out to their engineer to discuss and if needed put some sticks in to test the area to be certain that it is performing as designed.

Willow Crest

Grande will be meeting with Met-Ed to locate wiring for street lights. Scott will be meeting with Robby in the next week to go over the final items for the streets, which is just a few pieces of sidewalk and curbing that needs to be replaced. Once those are completed, they would like to dedicate the streets to the Township.

The Township is working on a grant for the open space and would need the streets dedicated before the application can be submitted in April.

Reaffirm Northeast Products LDP Approval from November 11, 2024 meeting

At the November 11th meeting, the Board approved the plan with 2 requests, one being landscaping facing the houses at Willow Crest, which they have added and will be similar to the tree buffer that is on Rhino. The other request was a hood on the fan, which has been added and has been requested to be done as soon as possible. Scott believes that once the other building is up, in front of the hooded fan it should shield the noise even more.

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

Forgehill Road- County Bridge Maintenance

Scott discussed there are 2 County bridges in our Township, Eagle Road bridge and Forgehill Road. The County just listed an RFP for the design of the Eagle Road bridge replacement, they do not however have plans to replace the Forgehill Road bridge, but would consider working with the Township to replace the deck of the bridge, if the Board would approve. The Board is willing to work on the project with the County and will wait to hear back from Scott on the County's decision.

Cubes of Allentown- reaffirm approval from May13th & October 21, 2024

Scott had a discussion with the owner of the Cubes project and he stated that he was unwilling to post the security for the project, so the project is dead. Attorney Hartman asked Scott to reach out to the owner, asking for a letter stating that he is withdrawing his LDP. Once the letter is received, he is recommending the stormwater management escrow and any other

money that is left over be paid back to him. If there is no letter received by next month's meeting, the Board can motion to reject the plan.

A motion was made by Brian Wanner to release the stormwater management escrow and any other escrow due back to the Cubes, once a letter of withdrawal is received by the Township, Sam Kemmerer seconded the motion. Motion carried unanimously.

SOLICITORS REPORT

Delinquent Sewer Report

Attorney Hartman reviewed the monthly report with the Board.

516 Park Road- A motion was made by Brian Wanner to file a civil complaint with the District Justice, Sam Kemmerer seconded the motion. Motion carried unanimously.

STECKBECK ENGINEERING- Scott Rights, P.E.

Walnuttown Chapter 94 Report

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

Miscellaneous Business

Fleetwood Area Community Organization (FACO)

Jen discussed that Stacy Laucks had reached out asking for the addresses of the residents in our Township so that they could send the FACO flyers out and would like to use the addresses from the tax bills if they were available. Attorney Hartman stated that the tax bills are public knowledge and didn't see any problems with it, the Board agreed and asked Jen to send the information over.

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 #11822 to Check #11859 including the EFTs in the amount of \$163,834.77 Scott Brinker seconded the motion. Motion carried unanimously.

State Fund

A motion was made by Sam Kemmerer to pay Check #2130 & Check #2131 in the amount of \$17,199.00 Scott Brinker seconded the motion. Motion carried unanimously.

Light Fund

A motion was made by Sam Kemmerer to pay Check #2178 in the amount of \$661.82 Scott Brinker seconded the motion. Motion carried unanimously.

Richmond Township Sewer Fund

A motion was made by Sam Kemmerer to pay Check #3279 to Check #3288 including EFTs in the amount of \$54,955.40 Scott Brinker seconded the motion. Motion carried unanimously.

Walnuttown Fire Escrow

A motion was made by Sam Kemmerer to pay Check #2188 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 #2190 in the amount of \$1,084.00 Scott Brinker seconded the motion. Motion carried unanimously.

Discuss Light Fund Account

Jen discussed that the Light Fund Account is getting low once again and we probably won't see any light tax money come in until April. She asked the Board to approve a transfer of \$2,000.00 from the General Fund to the Light Fund to cover the cost of electric until those tax monies come in. A motion was made by Brian Wanner to approve the fund transfer, Sam Kemmerer seconded the motion. Motion carried unanimously.

CHAIRMAN'S REPORT


Brian Wanner discussed that the State is doing a program the they visit the fire houses in the Township, Virginville, Walnuttown and Fleetwood and look at the efficiency of each and put a report together to see how we can all work together. They should have a report around April to discuss their findings. They are going to hold a public meeting as well to discuss the report and ask for suggestions.

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 7:00 P.M. The motion was seconded by Scott Brinker. Motion carried unanimously.



Jennifer Galomb
Secretary-Treasurer, Richmond Township



Brian Wanner
Chairman, Richmond Township