LONGSWAMP TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
~ September 8, 2026 ~

Pledge of Allegiance & Roll Call

Present
- Don Hickman, Chairman
- Mike Sacks, Vice Chairperson
- Mark Hilbert, Supervisor

Present
- Allison Fuller, Office Administrator
- Jonah Markle, Solicitor
- Jill Smith, Township Engineer

Not Present
- Brad Pflum, Township Zoning Officer

Announcements

Don Hickman announced that:

- This meeting is being recorded principally to aid in the preparation of the minutes and for such other purposes as the Board sees fit. Please state your name and address when addressing the Board, and before speaking please be aware that attending visitors may also be recording the meeting without your knowledge.
- We have 3 Vacancies on the Environmental Advisory Council Committee and 1 vacancy on the Township Historical Commission

Motion made by Mike Sacks to approve the agenda as presented tonight in writing, to include the addition of items not included as originally published. Mark Hilbert seconded the motion. All were in favor. The amended agenda was approved.

Public Comments on Non-Agenda Items - None

Public Comments on Agenda Items - None

Secretary/Treasurer Report

1. Minutes of August 25, 2026, Board of Supervisors Business Meeting

Motion made by Mike Sacks to approve the meeting minutes from August 25, 2026. Mark Hilbert seconded the motion. All were in favor.

2. Verification of the July & August 2026 Bank Account Reconciliations:

Motion made by Mike Sacks to acknowledge the July and August 2026 Bank Account Reconciliations. Mark Hilbert seconded the motion. All were in favor.

3. Treasurers Report: General fund: **$3,241,112.88**; Other funds total: **$788,510.80**; Grand total: **$4,029,510.68**

Motion made by Mike Sacks to accept the treasurer's report. Mark Hilbert seconded the motion. All were in favor.

4. Approval of Bills: Current disbursements: **$85,526.05**; Interim disbursements: **$21,583.04**; fund transfers: **$28,536.43** for a total of **$107,109.09** for the period of August 25, 2026 – September 8, 2026.

Motion made by Mark Hilbert to approve processing for payment as presented. Mike Sacks seconded the motion. Roll call vote taken; Mike Sacks, yes Mark Hilbert, yes. All were in favor.

5. Non-Uniform Pension Plan – Minimum Municipal Obligation (MMO): The township received a letter from PSATS Trustees Insurance and Retirement Services stating that Longswamp owes nothing for the non-uniform MMO for 2027.

Motion made by Mike Sacks to acknowledge receipt from PSATS regarding the non-uniform pension plan that we have to pay nothing come January 1, 2027. Mark Hilbert seconded the motion. All were in favor.

Office Administration Report

1. August 2026 Office Administrators Report
   - Cycle 1: Two properties with the solicitor; still in progress.
   - Cycle 2 (ended June 30): 4% need to be pumped; 51 out-of-compliance letters mailed in August, after receiving pumping records that number is down to 27; notice violations will be mailed next week.
   - Current cycle: 80% compliance has been achieved. The pumping deadline is June 30, 2027.
   - Resident complaints: Nine resident complaints are being actively worked on; one has been moved to the Engineers Report section of the agenda.

Engineer and Planning Commission Report

1. Act 537 Plan Status Update: No new updates currently.

- Municipal Maintenance Building Update: The project is ready to go out for bid. The engineer will send the advertisement to the Reading Eagle. The Public Works Department will be responsible for significant site work, including relocating an existing storm sewer, final grading and installation of the stone parking area, removal of existing fixtures, conduits, heating units, gas lines, and light fixtures within the building's footprint, removal and storage of garage doors and tracks for reinstallation, removal of the existing metal roofing and chimney. The township will handle the installation of a new security system after the project is complete. The tentative start date for construction is April 1, 2027, with an anticipated completion by the end of August 2027. Soil bearing capacity testing may be required, and an updated report on this and potential costs will be provided later; this is not expected to affect the bidding process. A motion was passed to advertise the project for bids for two consecutive weeks. Bids are due on October 12, 2026. Don noted he has spoken with Key Bank, Fulton Bank, and Fleetwood regarding financing, anticipating an interest rate of around 4.75%. A seven-year loan would result in monthly payments of approximately $35,000.

2. Planning Commission August 4, 2026, Recommendations:
    - Extra Storage: The company officially withdrew its plan, which had been pending since December 2023 without recent updates. Motion made by Mike Sacks to accept the withdrawal letter dated September 4, 2026. Mark Hilbert seconded the motion. All were in favor.
3. Schlossberg Complaint: A complaint was received regarding sight distance obstruction due to corn, at the intersection of Longswamp Road and Schlossberg Road. The board authorized an analysis of the sight distance at the intersection to verify the complaint and determine the necessary course of action.
4. Hunsicker's Grove NPDES Permit: Jill Smith confirmed she would be submitting the permit soon, after the plan is recorded.

SEO Report (Cycle 3 is in effect. The pumping deadline is June 30, 2027)**:** For August 2026, there were nine sewage permits issued, nine systems installed, and nine final inspections completed. Two soil tests are ongoing.

Zoning and Codes Enforcement:

1. In August, 18 permits were processed, and 24 building inspections were conducted, with 18 being final. Updates on specific properties were provided:
    - 2130 State Street: Warrants remain active.
    - 9 State Street: The owner is being given time to pay fines and clean up the property.
    - 512 Old Topton: The owner has applied for permits for a carport built without them.
    - 1160 State Street: The owner did not pay enforcement fees by the end of August as agreed. The case is expected to go to court in late September.

Solicitor's Report

1. Jonah Markle presented the report from Beth Kohl, which summarized legal matters from August. It was noted that a review of the Lower Macungie Township zoning and ordinance amendments found no changes of regional significance requiring action from the board.

Park and Recreation Report

- Pumpkin Hunt scheduled for October 3rd
- A discussion will be held at the next Park and Recreation meeting regarding participation in the Topton and Alburtis Halloween Parades.

Human Resource Direct Report - None

Roadmaster Report

1. August 2026 Roadmasters Report: worked on roads for all 17 days.
2. A letter from John & Sue Balik received praising the Road Crew for their work installing five storm drains to address flooding and icing issues. The residents commended the crew's professionalism and the quality of the work on Walker Road.

Old Business

1. Berks County Conservation District 80th Anniversary Celebration – No action.

New Business

1. Fire Company Radios: The request from the fire company to fund the purchase of new radios at a cost of $283,940, a price at an estimated 70% discount. The current radios are becoming obsolete, and parts are unavailable, making the purchase urgent. Don Hickman noted he will investigate financing options and interest rates. Don will also address this at the joint public safety team meeting.

Closing Remarks

Adjournment

Motion by Mike Sacks to adjourn, seconded by Mark Hilbert. All were in favor. The meeting adjourned at 7:42 p.m.

Respectfully Submitted by:

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Candace L. Cameron
Township Secretary/Treasurer

Attest: